



**Indira Gandhi National Open University
(School of Continuing Education)**

Minutes of the 62nd Meeting of the School Board of SOCE held on 12th Nov. 2020

The 62nd Meeting of the School Board of School of Continuing Education (SOCE) was held on 12th Nov. 2020 from 10:30 am to 3.30 p.m. through virtual mode via Google meet. The following members were present:

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| 1. | Prof. Heena K. Bijli
Director, SOCE, IGNOU | Chairperson |
| 2. | Prof. Deeksha Kapur
Professor, SOCE, IGNOU | Ex-officio Member
[under 10A 2(a) & (b)] |
| 3. | Prof. Rekha S. Sen
Professor, SOCE, IGNOU | Ex-officio Member
[under 10A 2(a) & (b)] |
| 4. | Prof. R. P. Singh
Professor, SOCE, IGNOU | Ex-officio Member
[under 10A 2(a) & (b)] |
| 5. | Prof. Neerja Chadha
Professor, SOCE, IGNOU | Ex-officio Member
[under 10A 2(a) & (b)] |
| 6. | Prof. Farzana Alim
Department of Home Science
Faculty of Agriculture Sciences,
Aligarh Muslim University, Aligarh | Member [under 10A (2) (e)] |
| 7. | Prof. S. P. Mishra,
Former Vice Chancellor (DEVA Sanskrit
Vishwavidyalaya), Haridwar | Member [under 10A (2) (e)] |
| 8. | Prof. Rita Raghuvanshi
College of Home Science
G B Pant University of Agriculture & Technology,
Pantnagar, Uttarakhand | Member [under 10A (2) (e)] |
| 9. | Prof. Vrinda Datta
Centre for Early Childhood Development & Research,
Ambedkar University, Delhi | Member [under 10A (2) (e)] |
| 10. | Prof. Vijayshri
Professor
School of Sciences, IGNOU | Member [under 10A (2) (d)] |
| 11. | Prof. P. V. Suresh
Professor
School of Computer and Information Sciences,
IGNOU | Member [under 10A (2) (d)] |
| 12. | Dr. K. S. Arul Selvan
Associate Professor
School of Journalism and New Media Studies, | Member [under 10A (2) (d)] |

13. **Dr. Mohammad Saleem** Member [under 10A (2) (d)]
Assistant Professor
School of Foreign Languages, IGNOU
14. **Dr. S. K. Palit** Member [under 10A (2) (c)]
Associate Professor, SOCE, IGNOU
15. **Dr. Gurupada Saren** Member [under 10A (2) (c)]
Assistant Professor, SOCE, IGNOU

Prof. Anjali Karolia, Dean, Faculty of Family & Community Sciences and Professor of Textiles and Clothing, the M.S. University of Baroda, could not attend the meeting.

At the outset, the Chairperson extended a warm welcome to all the members of the School Board. She specially welcomed the new members of the School Board of SOCE - Prof. Vijayshri, Professor (School of Sciences), Prof. P.V. Suresh, Professor (School of Computer and Information Sciences), Dr. K. S. Arul Selvan, Associate Professor (School of Journalism and New Media Studies) and Dr. Mohammad Saleem, Assistant Professor (School of Foreign Languages) and introduced all the members to the Board.

Before placing the agenda items of the meeting, the Chairperson made a brief presentation of the vision, mission, disciplines, programmes and enrolments in the School of Continuing Education. The following Agenda Items were then placed in the meeting:

Item No.1 To confirm the Minutes of the 61st Meeting of the School Board held on 13th Sept, 2019.

SB 62.1.1 The Chairperson informed the School Board that the draft minutes of the 61st Meeting of the School Board of SOCE, held on 13th Sept. 2019, were circulated to the members. Since no comments were received, the Minutes were considered as final and circulated to all the School Board members.

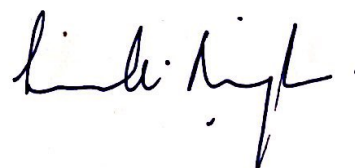
SB 62.1.2 The Board confirmed the Minutes of the 61st Meeting of the School Board.

Item No.2 To note Action Taken Report with respect to the decisions on the Agenda Items of 61st School Board Meeting.

SB 62.2.1 The School Board was informed about the Action Taken regarding the various activities approved during the 61st Meeting of the School Board, in the tabular format placed below:

Item	Title of the Item	Action taken by the School
SB.61.3	To consider and recommend the list of Course Writers for the Revision of Master of Science in Dietetics and Food Service Management (MSCDFSM) Programme	Revision work was allotted to Course Writers. Revised units were received and CRC has been sent to MPDD for printing
SB.61.5	To consider and recommend the Editors for the two-year Advanced Diploma in Early Child Development and Education	The Block 6 of Course 2 assigned to Dr. Shubhra Chatterjee has been edited and returned by her. Practical Manual 1 of Course 1 has been edited by Dr. Neerja Sharma
SB.61.6	To consider and approve the proposal for development of 2 credit Course title "Persons with Disabilities and their Rights" jointly by SOCE and NCDS	A meeting of the Committee for Developing the SLM of the 2 credit Course titled "Persons with Disabilities and their Rights" were held on 17 th January 2020 under Chairpersonship of Prof. Rekha Sharma

SB.61.7	To consider and recommend the Committee for the preparation of the SLM of the 2 credit Course titled "Persons with Disabilities and their Rights" jointly by SOCE and NCDS	Sen. The Course outline with 4 Units for 2 credits Course was discussed and finalized. The work of writing the units was allotted to Course writer. The NCDS faculty was entrusted with the task of holding discusses with each School individually and discuss the ways and means of incorporating the various elements of the two credit Course in their courses. A meeting of the Committee will be called once the SLM for 4 Units is submitted and NCDS has completed its dialogue with various schools.
SB.61.8	To consider and recommend the list of Paper Setters for Masters of Arts in Rural Development (MA(RD))	Approved list of paper setters has been communicated to SED for necessary action
SB.61.10	To consider and recommend the list of evaluators for Masters of Arts in Rural Development (MA(RD))	Approved list of evaluators, has been communicated to SED for necessary action
SB.61.11	To consider and approve the revised eligibility criteria for admission to Post Graduate Diploma in Counselling and Family Therapy (PGDCFT) and Master of Science in Counselling and Family Therapy (MSCCFT) Programme	The revised eligibility criteria for admission to PGDCFT and MSCCFT, subsequent to the SB approval of the same, were approved by the Competent Authority. The revised eligibility criteria for admission to PGDCFT and MSCCFT were duly incorporated in the IGNOU Common Prospectus July 2020, as well as the Online Admission Portal July 2020. The Academic Council's Standing Committee, in its 52nd meeting held on 17.7.2020, ratified the action taken by the Competent Authority in approving the revised eligibility criteria for admission to Post Graduate Diploma in Counselling and Family Therapy (PGDCFT) and Master of Science in Counselling and Family Therapy (MSCCFT) Programmes.
SB.61.12	To consider and approved the rationalization of quantum of Practical reports required to be submitted for evaluation with regard to the Supervised Practicum Courses of PGDCFT and MSCCFT Programmes	The changes have been duly incorporated in the Manuals of Supervised Practicum and the Internship Manual. While some Manuals have gone for printing, the others are at the proofs stage.
SB.61.13	To consider and recommend the list of Evaluators for Diploma in Panchayat Level Administration & Development (DPLAD) Programme	Approved list of evaluators has been communicated to SED for necessary action
SB.61.15	To consider and recommend the names of Course Writers for the programmes Post Graduate Diploma in Rural Entrepreneurship and Management (PGDREM) and Master of Arts in Rural Entrepreneurship and Management (MREM)	The names of the Course Writers approved by the last School Board for the Programme Post Graduation Diploma in Rural Entrepreneurship and Management (PGDREM) have been included in the List of Course Writers. They have been contacted for the course writing purpose.



SB 62.2.2 School Board noted the Action Taken with respect to ATR Items.

Item No.3 To consider and approve the Minutes of Expert Committee Meetings related to revision of Master of Arts in Rural Development (MARD) Courses i.e. MRD-101, MRD-102, MRD-103, MRDE-101, RDD-6 and RDD-7.

SB 62.3.1 Prof. R.P. Singh, Programme Coordinator, Master of Arts in Rural Development MA(RD) informed the School Board that the Discipline of Rural Development had planned to revise all the Courses related to CRD/PGDRD/MARD. All the Courses of Rural Development are of six credits each. But the number of Blocks of the print materials of these Courses varied from 3 Blocks to 5 Blocks and number of Units in Blocks varied from 3 to 8 units. In the pre-revision exercise efforts have been made to group Courses into two i.e. i) Courses required thorough revision and ii) Courses required minor revision. Efforts have been made to organise the contents of each Courses in 4 Blocks and each Block in revised version will have four Units. The School Board SOCE had approved the Phase Zero Form for the revision of six Courses (required thorough revision) and list of Expert Committee Members for the revision in its 59th meeting held on 5th October 2018. These Courses are-

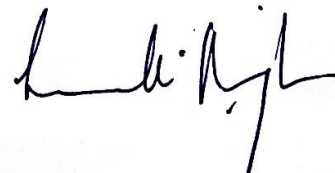
1. MRD-101 : Rural Development : Indian Context
2. MRD-102 : Rural Development Programmes
3. MRD-103 : Rural Development Planning and Management
4. MRDE-101 : Rural Social Development
5. RDD-6 : Rural Health Care
6. RDD-7 : Communication and Extension in Rural Development

After the approval of Competent Authority, Expert Committee Meetings were organised which finalised the Course structure, identified the Unit writers/additional Unit writers and content editors of all six Courses. The CA had also approved the Minutes of all the six Expert Committee Meetings to avoid delay in the process of revision. The approved Minutes of these Expert Committee Meetings were placed for consideration and approval of the School Board.

The Board went through the Course structure of the 06 Courses and made the observation that the Unit nos. listed in the revised structure for every Course have to be changed and have to be numbered in continuation till the end of the Blocks. Prof. Vijayshri expressed that the broad structure with Unit detailing was not given in the Course structure and should be detailed. She further highlighted that the function of the School Board is to approve the minutes, course writers and editors, even though the Competent Authority has approved them. Prof. R.P. Singh and other members from SOCE stated that the Units were detailed out and discussed at length in the Expert Committee Meetings and as per previous practice in the School since several years, Unit detailing does not get presented in the Course structure. The Board felt that this revision was a progressive step towards the MARD programme which is of national relevance.

SB 62.3.2 With the above suggestions and observations, the School Board considered and approved the Minutes of Expert Committee Meetings related to revision of Master of Arts in Rural Development (MARD) Courses i.e. MRD-101, MRD-102, MRD-103, MRDE-101, RDD-6 and RDD-7.

Item No.4 To consider and recommend the names of paper-setters, moderators and evaluators related to CRD/PGDRD/MARD and BRDE-101.



SB 62.4.1 Prof. R.P. Singh, Programme Coordinator, Master of Arts in Rural Development MA(RD) presented the list of paper setters, moderators and evaluators related to CRD/PGDRD/MARD and BRDE-101 for consideration and recommendation of the School Board.

SB 62.4.2 The School Board considered and recommended the same.

Item No.5 To consider and approve Phase Zero: Revision Form for the minor revision of Courses related to MARD i.e. MRD-004 Research Methods in Rural Development, MRDE-002 Voluntary Action in Rural Development, MRDE-003 Land Reforms and Rural Development & MRDE-004 Entrepreneurship and Rural Development.

SB 62.5.1 Prof. R.P. Singh, Programme Coordinator, presented the agenda item by informing the Board that the Courses MRD-004 and MRDE-002 of MARD are having 4 Blocks each and each Block has 4 Units. In these two Courses updating is required. Other two Courses MRDE-003 and MRDE-004 have 3 Blocks each and each Block has 5 Units. These two Courses need reorganisation of contents in 4 Blocks in which each Block will have 4 Units. He presented the Phase Zero: Revision Form for the minor revision of Courses related to MARD i.e. MRD-004 Research Methods in Rural Development, MRDE-002 Voluntary Action in Rural Development, MRDE-003 Land Reforms and Rural Development, and MRDE-004 Entrepreneurship and Rural Development for consideration and recommendation of the School Board.

The School Board noted the significance of the agenda. Prof. Deeksha Kapur expressed concern about the necessity of keeping Expert Committee Meetings if it is going to be a minor revision and if it is a major revision it will need to be placed before the Academic Council for approval. Prof. R.P. Singh clarified that although it would be minor revision, he would need to organize Expert Committee Meetings to strengthen the programme content. The revised programme structure of these Courses, after the Expert Committee Meetings will be placed in the subsequent School Board.

SB 62.5.2 With the above clarifications provided by Prof. R.P. Singh, the School Board considered and approved Phase Zero: Revision Form for the minor revision of the above Courses related to MARD.

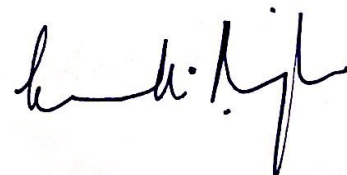
Item No.6 To Consider and recommend the List of Experts for the Courses – MRD-004, MRDE-002, MRDE-003 and MRDE-004.

SB 62.6.1 Prof. R.P. Singh, Programme Coordinator, presented the list of Experts for the Courses – MRD-004, MRDE-002, MRDE-003 and MRDE-004 for consideration and recommendation of the School Board.

SB 62.6.2 The School Board considered and recommended the same.

Item No.7 To consider and recommend the additional list of Course Writers of the programme - Post Graduate Diploma in Rural Entrepreneurship and Management.

SB 62.7.1 Dr. S. K. Palit, Programme Coordinator, presented the additional list of Course writers of the programme - Post Graduate Diploma in Rural Entrepreneurship and Management, which is under development in the Discipline of Rural Development, for consideration and recommendation of the School Board.



While going through the list it was observed by the School Board that proper details about a course writer in terms of subject area / affiliation were not given. The Board advised that providing proper information regarding course writers is important so that School Board members know their details before approving them. Dr. Palit provided clarification for the same.

SB 62.7.2 With the above suggestions that should be taken care of in future, the School Board considered and recommended the list.

Item No.8 To consider and recommend the list of Doctoral Committee members for Ph.D. in Rural Development, Discipline of Rural Development.

SB 62.8.1 Dr. Gurupada Saren, Programme Coordinator, Ph.D. in Rural Development presented the list of Doctoral Committee members for Ph.D. in Rural Development for consideration and recommendation of the School Board.

The Board observed that apart from the designation and contact details, area of specialisation of each member should be mentioned in the proposed list, as it is very important for a Doctoral Committee to have those members whose specialisations go with the topics of research.

SB 62.8.2 With the above suggestion for incorporation of the above details in future, the School Board considered and recommended the list.

Item No.9 To consider and approve the Minutes of Doctoral Committee Meeting of Discipline of Rural Development, that was held on 31st October 2020

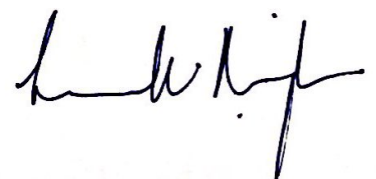
SB 62.9.1 Dr. Gurupada Saren, Programme Coordinator, Rural Development presented and placed the Minutes of Doctoral Research Committee (DRC) Meeting of Discipline of Rural Development that was held on 31st October 2020 through virtual mode (Google Meet) for consideration and recommendation of the School Board

The Board noted the Minutes. Prof. Vijayshri made an observation that there is no clarity in the Minutes regarding the word 'presentation.' It has to be clearly mentioned in the Minutes whether it is the Ph.D. student's first mandatory seminar, second mandatory seminar or presentation of the work progress report as stated in the research ordinances of IGNOU. The Board advised that in the future DRCs it may be taken care that there is a clear mention of these with differentiation and are minuted accordingly.

SB 62.9.2 The School Board considered and approved the Minutes with the above suggestion for inclusion of above details with clarity, in future Doctoral Committee meetings and its Minutes.

Item No.10 To consider and approve adoption of standard university norms for practical academic counseling sessions of PGDCFT and MSCCFT.

SB 62.10.1 Prof. Neerja Chadha, Programme Coordinator informed the School Board that the modular programmes Post Graduate Diploma in Counselling and Family Therapy (PGDCFT) and Master of Science in Counselling and Family Therapy (MSCCFT) were launched in 2010 and that these programmes are running successfully with a steady increase in enrolment. Thus far, payments for academic counselling sessions for practical courses are being made on per student basis; as per the approval for the same in 2010. However, there is now a felt need to shift to the pattern of group academic counselling, as per normal IGNOU practice and payment norms, for the practical courses of PGDCFT and MSCCFT. She then presented a composite picture of the agenda item, referring to the programme structure of PGDCFT and MSCCFT, the existing payment norms approved in 2010, as well as the standard IGNOU payment norms approved by the 129th Finance



Committee. She emphasized that the proposed adoption of standard university norms for practical academic counselling sessions of PGDCFT and MSCCFT, in terms of organizing the sessions and payment norms thereof, would be beneficial for all stakeholders - the learners, the LSCs, and the University. With the above explanations, she placed the agenda for consideration and approval of the School Board.

The Board noted the justification, and the matter was taken up for discussion. Prof. Deeksha Kapur expressed concern about the rationale behind academic counselling hours vis-à-vis credit weightage. The Programme Coordinator clarified that the justification for group academic counselling hours was as per the norm of 10% of the number of credit hours; that had in fact been exceeded to benefit the learners. The School Board members appreciated the merits of the proposed shift to group practical counselling sessions as per IGNOU norms, and adoption of standard payment norms of the University for the same. In the course of the deliberations, the Programme Coordinator elaborated that the shift to group counselling sessions for practical courses would enable the learners to benefit from peer learning and vicarious learning; and would also render the practical academic counselling more pragmatic and manageable for the LSCs. The proposed shift will mean increase in remuneration for the Academic Counsellors, and is likely to increase the acceptability of the programmes for the potential LSCs, which would increase the outreach. Prof. Vijayashri opined that though the academic merit of this shift has been adequately explained, the Finance Committee would be interested in the implications that these new norms will have on the programme fee. The Programme Coordinator presented the calculations; taking the number of LSCs offering PGDCFT/MSCCFT as per IGNOU Admission Portal July 2020 as the basis, and assuming a batch of 20 students per LSC, to explain the monetary gain of IGNOU if this shift happens from existing payment norms to standard IGNOU payment norms. Prof. Rita Raghuvanshi observed that the proposed shift will benefit all involved. Prof. S. P. Mishra concurred, stating that it would enhance the academic quality of the delivery of the programmes.

SB 62.10.2 The School Board appreciated the rationale provided by the Programme Coordinator and also noted that there are no fee implications with the shift in payment norms(as detailed at Annexure 1 of the agenda item). With these observations, the School Board considered and approved adoption of standard university norms for practical academic counselling sessions of PGDCFT and MSCCFT.

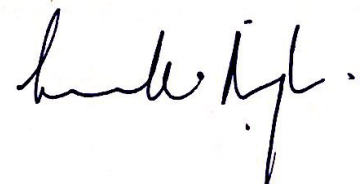
Item No.11 To consider and recommend the list of members of the moderation board for courses of the modular programmes PGDCFT and MSCCFT.

SB 62.11.1 Prof. Neerja Chadha, Programme Coordinator presented the proposed list of members of the moderation board for the Courses of modular programmes PGDCFT and MSCCFT for consideration and recommendation of the School Board.

SB 62.11.2 The School Board considered and recommended the same.

Item No.12 To ratify the approval accorded by the Competent Authority to Dr. Sandeep Kumar of BHU as External Examiner for MCFTP-002 of the MSCCFT Programme.

SB 62.12.1 Prof. Neerja Chadha, Programme Coordinator, informed the Board that the CV and duly filled proforma for empanelling experts as Evaluators of Dr. Sandeep Kumar of BHU as External Examiner for MCFTP-002 (Dissertation) of the MSCCFT programme was sent through mail by RC Varanasi keeping in view the urgency of the matter. The Programme Coordinator, Prof. Neerja Chadha recommended Dr. Sandeep Kumar as External Evaluator for MCFTP-002 of MSCCFT. The same was approved by the Competent Authority. The approval accorded by the CA to Dr. Sandeep Kumar of BHU as External Examiner for MCFTP-002 (Dissertation) of the MSCCFT programme was placed before the School Board for ratification.



SB 62.12.2 The School Board ratified the same.

Item No. 13 To consider and approve the Programme Proposal Form and Concept Note for Ph.D. in Child Development.

SB 62.13.1 Prof. Rekha S. Sen, Discipline of Child Development, presented the agenda item and informed the Board that the pre-PhD Course work for Ph.D. in Child Development was placed before the Academic Council by the then Ph.D. Programme Coordinator Prof. Neerja Chadha in its 41st meeting held on 3rd August, 2015. The ACSC had made some observations on the Course structure and referred the matter back to the School for reconsideration of the syllabus (ACSC minutes placed at Annexure 1). In the meantime, new Guidelines have come up for Ph.D. which needs to now be in accordance with UGC (Minimum Standards and Procedure for Award of M Phil/ Ph.D. Degree) Regulations 2016 as amended from time to time and IGNOU 2017 Guidelines. She further mentioned that the work on pre-PhD Course work had to be re-initiated. The Ph.D. Programme Coordinatorship will now be under Prof. Rekha S. Sen by mutual consent of Prof. Neerja Chadha, Prof. Sen and Director SOCE. She then placed the Programme Proposal Form and presented the concept paper for Ph.D. in Child Development, for consideration and approval of the School Board.

SB 62.13.2 The School Board suggested minor corrections in the Programme Proposal Form. Prof. S.P. Mishra further suggested that since NEP 2020 has formulated guidelines for Ph.D., they may be looked into while designing the pre-PhD Course components of this programme for building the qualitative aspect, which can be achieved by including NEP 2020 guidelines in its parameters. With the above suggestions, the School Board considered and approved the Form.

Item No.14 To consider and recommend the names of Expert Committee members for development of pre-PhD Course Work for Ph.D. in Child Development.

SB 62.14.1 Prof. Rekha S. Sen informed that since the work on pre-PhD Course work has to be re-visited in order to make it in accordance with UGC (Minimum Standards and Procedure for Award of M Phil/ Ph.D. Degree) Regulations 2016 as amended from time to time and the IGNOU 2017 Guidelines, she placed the list of Expert Committee members for participation in the Expert Committee to develop the pre-PhD Course Work for Ph.D. in Child Development, for consideration and recommendation of the School Board

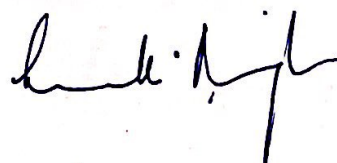
SB 62.14.2 The School Board advised Prof. Rekha S. Sen to mention specialisations of each expert in the list in future. Prof. Sen further requested the Board to also include Prof. Vrinda Dutta's name in the list. With the above suggestions and addition, the School Board considered and recommended the names of Expert Committee members of pre-PhD Course Work for Ph.D. in Child Development.

Item No.15 To consider and recommend experts for the Doctoral Committee of Ph.D. in Child Development.

SB 62.15.1 Prof. Rekha S. Sen presented the list of experts for the Doctoral Committee of Ph.D. in Child Development for consideration and recommendation of the School Board.

SB 62.15.2 With the suggestion to mention specialisations of each expert in the list in future and to include Prof. Vrinda Dutta's name in the list, the School Board considered and recommended the list of experts.

Item No.16 To consider and approve Block Editors and Manual Editors for the



Advanced Diploma in Early Childhood Development and Education (ADECDE).

- SB 62.16.1 Prof. Rekha S. Sen, Programme Coordinator informed the Board that the two-year Advanced Diploma in Early Childhood Development and Education is under preparation. For editing of Blocks 1 and 2 of Course 8 the names of Dr. Shubhra Chatterjee, Director, Vikramshila, Kolkata / Prof. Shailaja Menon, Azim Premji University, Bangalore are being proposed as both have a wide ranging experience in the domain of Early Language and Literacy. Either of the two experts will be identified as Block editor, depending upon availability. For Editing of Workshop Manuals 1 and 2, the name of Dr. Shubhra Chatterjee, Director, Vikramshila, Kolkata, is being proposed as she has a wide ranging experience in organizing skill based training workshops for ECCE personnel.

Course/ Block/ Practical Manual/ Internship Manual / Project Manual	Credit	Payment
Workshop Manual for Course 4: Workshop 1	2	Rs. 16,000/ - (@Rs. 8000/ - per credit)
Course 8: Curriculum Transaction and Pedagogy for Language, Mathematics and EVS: Blocks 1 and 2	2	Rs. 16,000/ - (@Rs. 8000/ - per credit)
Workshop Manual for Course 9: Workshop 2	2	Rs. 16,000/ - (@Rs. 8000/ - per credit)

Prof. Rekha S. Sen placed the names of Block Editors and Manual Editors stated above for the Advanced Diploma in Early Childhood Development and Education (ADECDE) for consideration and recommendation of the School Board.

- SB 62.16.2 The School Board considered and approved the Block Editors and Manual Editors.

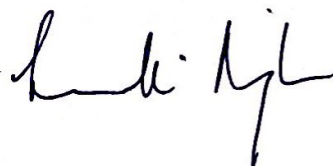
Item No. 17 To ratify the members of the moderation board of DECE 1, 2, 3; CNCC-2, ACC-1 that was accorded approval by the Competent Authority

- SB 62.17.1 Prof. Rekha S. Sen, Programme Coordinator, informed the Board that due to the COVID situation, external members of the moderation board were unable to come for moderation meetings. The moderation of these question papers was urgently required. Consequently, the names of internal IGNOU faculty from various Schools of IGNOU were put up to the Competent Authority for approval for the moderation board of the DECE 1, 2, 3; CNCC-2, ACC- 1. The same were approved by the Competent Authority. The names of the 13 faculty members as members of the moderation board of DECE 1, 2, 3, 4, CNCC -2 and ACC-1, along with approval of Competent Authority were placed by Prof. Rekha S. Sen for ratification of School Board.

- SB 62.17.2 The School Board ratified the members of the moderation board.

Item No.18 To consider and recommend names of translators and vettors for Hindi Translation and Vetting of the revised version of Diploma in Early Childhood Care and Education (DECE) – Courses 1, 3 and 4 (DECE 1, 3 and 4).

- SB 62.18.1 Prof. Rekha S. Sen, Programme Coordinator, stated that the revision of the above mentioned Diploma is in process. DECE 2 (Child Health and Nutrition) has been revised. The Courses DECE – 1, 3 and 4 (Organizing Child Care Services, Services and Programmes for Children, and Project Work) are now under revision. The revised Course material will need to be translated in Hindi. She placed the names of translators and vettors for Hindi Translation and Vetting of the revised version of the Diploma in Early



Childhood Care and Education (DECE) for consideration and recommendation of the School Board.

SB 62.18.2 The School Board considered and recommended the same.

Item No. 19 To consider and recommend the list of Experts to be included in the panel of External Experts for the Doctoral Committee in Nutritional Sciences.

SB 62.19.1 Prof. Deeksha Kapur, Ph.D. Programme Coordinator of Nutritional Sciences placed the list of External Experts for the Doctoral Committee in Nutritional Sciences for consideration and recommendation of the School Board.

SB 62.19.2 The School Board considered and recommended the list with the observation that in future the specialization of each expert may be included in the list.

ItemNo.20 To consider and recommend the list of evaluators for Ph.D. Thesis "Prevalence, Risk Factors and Nutritional Implications of Disordered Eating Behaviour among female College Students (18-20 years) in Delhi" of the Research Scholar in Nutritional Sciences, Ms. Shipra Gupta (Enrol No. 149500575).

SB 62.20.1 Prof. Deeksha Kapur, Programme Coordinator, presented the agenda item by stating that the list of External Evaluators as per norms, for the evaluation of Ph.D. Thesis "Prevalence, Risk Factors and Nutritional Implications of Disordered Eating Behaviour among female College Students (18-20 years) in Delhi" of the Research Scholar in Nutritional Sciences, Ms. Shipra Gupta (Enrol No. 149500575), has been provided to Director SOCE in a confidential cover for consideration and recommendation of the School Board.

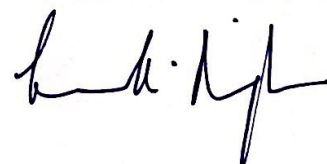
SB 62.20.2 The School Board considered and recommended the list of evaluators by opining that since the Director SOCE has been handed over the cover by the Programme Coordinator and is satisfied with the list of evaluators, the list may be forwarded to Competent Authority for approval.

ItemNo.21 To consider and recommend the list of evaluators for Ph.D. Thesis Assessment of Implementation of Food Safety Standards in Selected Catering Establishments in Delhi" of the Research Scholar in Nutritional Sciences Ms. Veena Kumari (Enrol. No. 149500063).

SB 62.21.1 Prof. Deeksha Kapur, Ph.D. Programme Coordinator of Nutritional Sciences presented the agenda item by stating that the list of External Evaluators as per norms, for the evaluation of Ph.D. Thesis "Assessment of Implementation of Food Safety Standards in Selected Catering Establishments in Delhi" of the Research Scholar in Nutritional Sciences, Ms. Veena Kumari (Enrol. No.149500063) has been provided to Director SOCE in a confidential cover for approval of the School Board.

SB 62.21.2 The School Board considered and recommended the list of evaluators by opining that since the Director has been handed over the cover by the Programme Coordinator and is satisfied with the list of evaluators, the list may be forwarded to Competent Authority for approval.

Item No.22 To ratify the approval of moderators accorded by the Competent Authority for the different Programmes of Discipline of the Nutritional Sciences.



SB 62.22.1 Prof. Deeksha Kapur, Programme Coordinator of the programmes in Discipline of Nutritional Sciences stated that due to the COVID situation, external members of the moderation board were unable to come for moderation meetings. The moderation of these question papers was urgently required. Consequently, the names of internal IGNOU faculty from various Schools of IGNOU were put up to the Competent Authority for approval for the moderation board of the different Programmes of Discipline of the Nutritional Sciences.

The names of the faculty members as members of the moderation board along with the approval of Competent Authority were placed by Prof. Deeksha Kapur for ratification of School Board.

SB 62.22.2 The School Board ratified the members of the moderation board.

Item No.23 To report the launch of 03 MOOCs on Event Management, Discipline of HomeScience, through the SWAYAM Platform IGNOU in July 2020 session.

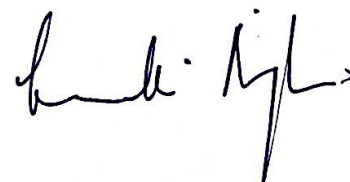
SB 62.23.1 Prof. Heena K. Bijli, Chairperson and Course Coordinator of the three Courses Basics of Event Management (BHC-011), Event Planning (BHC-012), and Event Coordination and Control (BHC-013), housed in the Discipline of Home Science, informed the Board that these three Courses were launched through the SWAYAM Platform IGNOU from July 2020 session onwards, after seeking the approval of the Competent Authority. Subsequently the action taken by the University in launching the Courses through SWAYAM was approved in the 52nd ACSC held on 17th July 2020, the Minutes of which were approved in the 74th Academic Council that was held on 21st July 2020. She placed the above agenda as a reporting item before the School Board.

SB 62.23.2. The School Board noted the same.

Item No.24 To consider and approve the Minutes of Expert Committee Meeting of Diploma in Apparel Merchandising, in the Discipline of Home Science.

SB 62.24.1 Prof. Heena K. Bijli, Programme Coordinator, Diploma in Apparel Merchandising presented the agenda item. The Diploma in Apparel Merchandising is under development in the Discipline of Home Science. An Expert Committee Meeting was held on 26th September, 2020 through virtual mode to relook at the programme structure as per the present demands placed by the apparel industry. She explained in detail that the earlier version of Phase I and Phase II forms of Diploma in Apparel Merchandising were approved in the 55th School Board of SOCE that was held on 15th February, 2017 and were subsequently approved in the 53rd APC on 26th April, 2017, and the 44th ACSC on 9th May, 2017 respectively. The Expert Committee suggested changes in the distribution of credits and the Units contained within the Blocks were discussed at length, agreed and approved without any changes by the experts in the Expert Committee Meeting. The Expert Committee suggested that the Diploma be proposed as a modular programme of 2 semesters where learners who successfully complete 1st semester comprising of the first 2 Courses shall be awarded Certificate in Apparel Merchandising and lateral entry will be provided to the learners who want to do the Diploma. The committee expressed that Certificate in Apparel Merchandising be offered first once ready and emphasized that the programme addresses the vocational and skill building aspect highlighted in NEP 2020. Prof. Bijli then placed the Minutes of Expert Committee Meeting of Diploma in Apparel Merchandising for consideration and recommendation of the School Board.

SB 62.24.2 The School Board noted the Minutes. Prof. S.P. Mishra opined that the Certificate programme, as provided in the Expert Committee Minutes, articulates the vocational and skill building aspects along with lateral entry provision for learners as highlighted in NEP 2020. The School Board considered and approved the Minutes of the Expert Committee Meeting.



Item No.25 To consider and approve the new PPF, PDF and PPR Forms of Diploma in Apparel Merchandising in the Discipline of Home Science.

SB 62.25.1 Prof. Heena K. Bijli, Programme Coordinator, informed the Board that the earlier version of Phase I and Phase II forms of Diploma in Apparel Merchandising were approved in the 55th School Board of SOCE that was held on 15th February, 2017 and were subsequently approved in the 53rd APC on 26th April, 2017, and the 44th ACSC on 9th May, 2017 respectively. The Expert Committee for this programme that was held on 26th September 2020 suggested that the Diploma be proposed as a modular programme of 2 semesters where learners who successfully complete 1st semester comprising of the first 2 Courses shall be awarded Certificate in Apparel Merchandising and lateral entry will be provided to the learners who want to do the Diploma. The Expert Committee expressed that Certificate in Apparel Merchandising be offered first once ready also emphasized that the programme addresses the vocational and skill building aspect highlighted in NEP 2020. The programme is under development, and the approvals that were got in the earlier Phase I and II forms need to be transferred into the new PPF, PDF and PPR forms. Prof. Bijli then placed the PPF, PDF and PPR forms for consideration and approval of the School Board.

SB 62.25.2 The matter was deliberated at length by the Board. Prof. Deeksha Kapur enquired about the necessity of filling up the new PPF, PDF and PPR Forms and the procedures involved. Prof. Bijli clarified this necessity by stating that as per the notification issued by ACD on 7th August 2019 vide F.No. IG/P&DD/ Prog launch sys/2019/4858 (as per the Planning Board held on 12th Sept 2018 and 70th AC held on 25th Sept 2018) if the previous Phase 2 Form (Programme Design and Detailed Report) has already been approved by ACSC, the new PPF, PDF and PPR Forms have to be filled again and later along with Programme Launch Form need to be submitted to Competent Authority and Academic Programme Committee.

SB 62.25.3 The School Board noted the above clarifications and considered and approved the new PPF, PDF and PPR Forms of Diploma in Apparel Merchandising in the Discipline of Home Science.

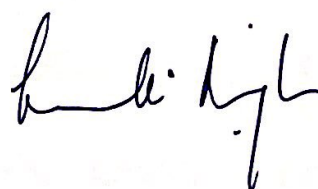
Item No.26 To consider and recommend the list of Experts for Doctoral Committee of Ph.D. in Home Science, Discipline of Home Science.

SB 62.26.1 Prof. Heena K. Bijli, Programme Coordinator presented the list of Experts for Doctoral Committee of Ph.D. in Home Science, Discipline of Home Science for consideration and recommendation of the School Board.

The School Board went through the list. Prof. P.V. Suresh made an observation that there is no such thing as internal experts as per the Ph.D. guidelines of IGNOU. Hence the name of internal experts need not be included in the list. However, for a particular Doctoral Committee, if special expertise is required from IGNOU's faculty members, they may be called as special invitees in the Doctoral Committees.

SB 62.26.2 With the above changes, the School Board considered and recommended the list of experts (external) for the Doctoral Committee.

Item No.27 To ratify the approval of the Minutes of the Doctoral Committee Meeting for Ph.D. in Rural Development, held on 14th February, 2020, by the School Board, SOCE, that was held through circulation on 12th October, 2020.



SB 62.27.1 The Chairperson informed the School Board that a Doctoral Committee of the Discipline of Rural Development was held on 14th Feb. 2020 and the validity of registration for 04 Ph.D. students had got over in Jan. 2020. The Minutes of the DRC were received on 9th Oct. 2020 and the Ph.D. Programme Coordinator of Rural Development cited ill-health as the reason for delay in providing the Minutes. The Minutes were placed for consideration and approval of the School Board, SOCE as an agenda item on 12th Oct. 2020, through circulation. Comments were received from Prof. P.V. Suresh and clarification received for this from Ph.D. Supervisors was provided through reply mail to all the School Board Members. Since no comments were received after 15th Oct. 2020, the Minutes of the DRC were taken as approved. Prof. Bijli then placed the agenda item along with DRC Minutes for ratification of the School Board

SB 62.27.2 The School Board ratified the approval of the Minutes.

Item No.28 To ratify the approval of the Minutes and Action Taken Report pertaining to the agenda, "To consider and approve the Experts' Feedback Analysis Report and Teachers' Feedback Analysis Report of SOCE" by the School Board, SOCE, that was held through circulation on August 27, 2020.

SB 62.28.1 The Chairperson informed the Board that the action taken on Feedback Analysis Reports are important metrics of NAAC assessment of quality assurance. In view of this, CIQA had prepared a tool for feedback from different stakeholders namely the Expert's Feedback Forms and Teacher's Feedback Forms which were circulated amongst subject experts and teachers of the School of Continuing Education (SOCE). Response was received from 45 subject experts and 06 teachers of all the four disciplines – Rural Development, Nutritional Sciences, Child Development and Home Science. These were then separately analysed. The Experts' Feedback and Teachers' Feedback Analysis Reports were appreciated and approved by the members and the final minutes of the agenda were circulated amongst the members on 3rd Sept. 2020, given the urgency for CIQA requirement as requested by Director, CIQA. The approved Minutes of the agenda item and its ATR were then placed for ratification before the School Board

SB 62.28.2 The School Board ratified the approval of the Minutes and Action Taken Report.

Item No.29 Co-option of new External Members to the SOCE School Board under Clause 2(e) of Statute 10(A).

SB 62.29.1 The Chairperson informed the School Board that the term of existing External Members co-opted under Clause 2(e) of Statute 10(A) was going to expire on 16.11.2020. The Chairperson requested the School Board to co-opt the External Members as per Clause 2(e) of Statute 10(A) and the list of External Members recommended by the various Disciplines of the School was placed for consideration and approval of the School Board.

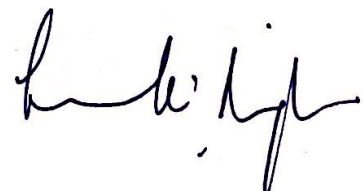
SB 60.29.2 The School Board considered the names proposed by the various disciplines and approved co-option of the following:

S.No.	Experts	Discipline
1.	Prof. (Dr.) Meenakshi Bakshi Mehan Professor & Head Department of Foods and Nutrition MS University of Baroda Baroda, Gujarat, India. Residential Address: 105, Saral Residency 44, Pratapganj, Vadodara 390002 Gujarat, India Phone No.: 09227770218	Nutritional Sciences

	Email: mmehan@rediffmail.com , meenakshi.mehan@gmail.com	
2.	<p>There are 2 sub-disciplines in Home Science (1) Community Resource Management and Extension, (2) Fabric and Apparel Sciences. Hence, as per previous practice, two names are proposed, one in each sub-discipline.</p> <p>Prof. Lali Yadav Retired Professor of Home Science Extension Chaudhary Charan Singh Haryana Agricultural University, (CCSHAU), Hisar Correspondence Address: House No.1032 T Sector-38, Gurugram – 122002 Phone No.: 07042972300; 09416397811 Email: laliyadav2002@gmail.com</p>	Home Science
3.	<p>Prof. Alka Goel Dean, College of Home Science, & Professor of Clothing and Textiles GB Pant University of Agriculture and Technology, Pantnagar, Uttarakhand – 263145 Phone No.: 08218618021 Email: deancommunityscience@gmail.com, alkagoelp@gmail.com</p>	Home Science
4.	<p>Prof. R. B. Singh 143, Kadambari Group House Society Sector-9, Rohini, Delhi – 110085 Phone No.: 9971950226 Email: rbseo@hotmail.com</p>	Rural Development
5.	<p>Dr. Vinita Bhargava Associate Professor Dept. of Human Development and Childhood Studies, Lady Irwin College, Delhi University, New Delhi Phone No.: 9818436966 Email: vini.bhargava@gmail.com</p>	Child Development

In case any one of the above is not available, the School Board accorded approval to co-opt the following:

S.No.	Experts	Discipline
1.	<p>Dr. Kumud Khanna Ex. Director Institute of Home Economics B-9/21, Vasant Vihar New Delhi – 110057</p>	Nutritional Sciences



	Phone No.: 9810626609 Email: kumudkhanna_ihe@yahoo.co.in	
2.	Dr. Mridula Seth Retd. Associate Professor, Lady Irwin College (Delhi University), Former Technical Advisor, UNFPA, Advisor Mental Health Advocacy, Fulbright Scholar Phone No.: 9811158447 Email: sethmridula@yahoo.co.in	Home Science
3.	Prof. Avijit Pathak Professor, Centre for Study of Social Systems School of Social Sciences Jawahar Lal Nehru University New Delhi -110067 Phone No.: 011-26704426 Email: avijit@mail.jnu.ac.in	Rural Development
4.	Prof. Sudha Chhikara Retired Professor of Human Development and Family Studies, College of Home Science, CCSHAU, Hissar Present Address: B-1404 Bestech Park View, Spanext, Sector 67, Gurugram. Ph.: 9650234449 Email: sudhachhikara@gmail.com	Child Development
5.	Prof. Suniti Sanwal Head, Dept. of Elementary Education NCERT, New Delhi Email: drssanwal@gmail.com	Child Development

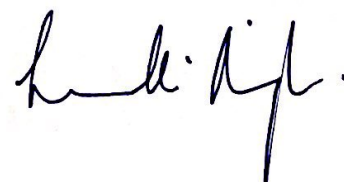
Item No.30

To ratify the approval accorded by the Competent Authority to Evaluators for the Evaluation of various courses of Diploma in Early Childhood Care and Education, i.e. DECE 1, 2, 3 and 4.

SB 62.30.1

Prof. Rekha S. Sen, Programme Coordinator presented the agenda item by informing the Board that in July 2019 session, the Diploma in Early Childhood Care and Education (DECE) had an enrolment of 13000+ from the Punjab region alone and about 17000+ overall across India. More than 13000 Project files have been submitted. About 52000+ term end answer sheets would have to be evaluated. Over the past six months, intensive efforts have been made by the Programme Coordinator, along with Consultant Ms. Seema Sharma, to identify evaluators for DECE 1, 2, 3 and 4 using the Evaluator Proforma of IGNOU. The proforma as well as the supporting documents were personally verified by the Programme Coordinator with support of the Consultant Ms. Seema Sharma. Given the urgency of evaluation work, the evaluators were got approved by Competent Authority in anticipation of the approval by the School Board.

A total of 196 Evaluators were identified and the approval of the Competent Authority was taken at different points of time. To ensure that they are eligible examiners, the eligibility of all the evaluators was again checked by the Programme Coordinator, as raised by Competent Authority and was found to be appropriate. Certain names were deleted by



the Competent Authority and the same were then deleted by the Programme Coordinator. The names of 196 Evaluators along with the approval of the Competent Authority taken at different points of time, after deletion of names that were deleted by the CA, were placed by the Programme Coordinator for ratification of the School Board.

SB 62.30.2 The School Board ratified the same.

Item No.31 To consider and recommend name of Evaluator for Evaluation of various courses of DECE.

SB 62.31.1 Prof. Rekha S. Sen, Programme Coordinator, informed the Board that one additional evaluator – Dr. Reeta Sonawat (reeta.sonawat@gmail.com) from Mumbai, who is Graduate in Home Science with a Post-Graduation in Human Development, having teaching experience of 30 years, has been identified for evaluation of various Courses (DECE 1,2, 3 and 4) of Diploma in Early Childhood Care and Education. Prof. Sen proposed the name of the evaluator with above details for consideration and recommendation of the School Board.

SB 62.31.2 The School Board considered and recommended the name.

Item No.32: To consider and recommend evaluators for the programmes of SOCE sent by Regional Centres/Regional Evaluation Centres.

SB62.32.1 The list of Evaluators for the programmes of SOCE, sent by Regional Centres/Regional Evaluation Centres was presented before the School Board for consideration and recommendation.

SB 62.32.2 The School Board considered and recommended the same.

Item No.33 Any other item(s) with the permission of the Chair.

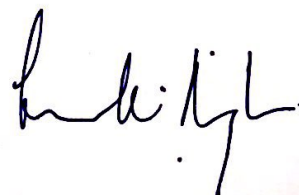
SB 62. 33(1) To consider and approve the proposal for a 04 credit MOOC by the Discipline of Home Science, SOCE in Collaboration with University of East Anglia, through SWAYAM platform.

SB 62.33.(1)i The Chairperson informed the Board that a proposal was received in October 2020 from University of East Anglia, U.K. to collaborate with Discipline of Home Science for a 04 credits MOOC titled "Creative Communication, Extension and Community Resource Management for Food Security and Health." The proposal was sent to the Competent Authority for views and approval and was subsequently received from CA a day before the School Board, for urgent placement for consideration in the School Board.

SB 62.33.(1)ii The School Board noted the matter. Prof. Deeksha Kapur and Prof. Vijayshri expressed that the matter should not be placed in the School Board with such an urgency and the proposal be discussed in the School first. The matter got deferred to the next School Board. Prof. Deeksha further expressed concerns on the subject area as the title mentions food security and health which pertains to Nutritional Sciences. However Prof. S.P. Mishra affirmed that the syllabus was seen by the CA before placement in the Board but the syllabus could not get presented in the Board which the Programme Coordinator mentioned is only on Extension, and the title also clearly mentions that the Course is on Extension. He further mentioned that the ultimate analysis of the agenda by the School Board is to discuss the matter in the next School Board.

SB 62. 33(2) To consider and approve constitution of School Board Standing Committee (SBSC) of SOCE.

SB 62. 33(2)i. The Chairperson apprised the Board that there are many activities that keep

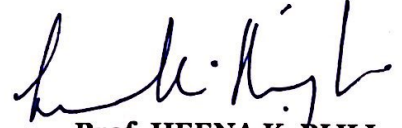


happening in the School, both routine and specific in nature, for the functioning and decisions of which a School Board Standing Committee is required for the School.

SB 62. 33(2)ii. The members of the School Board opined that the Board may authorize the Director of the School to decide the terms of reference and constitution of SBSC after discussing with those schools where SBSC is functional and get the same approved by circulation.

The Chairperson appreciated the contribution of all the members in making the meeting a success.

The Meeting ended with a vote of thanks to the Chair.



Prof. HEENA K. BIJLI
Chairperson

प्रो. हिना के. बिजली / Prof. Heena K. Bijli
निदेशक एवं प्रोफेसर (गृह विज्ञान) स.शि.वि., इ.गौ.रा.मु.वि.
Director & Professor (Home Science) SOCE, IGNOL