

**INDIRA GANDHI NATIONAL OPEN UNIVERSITY
SCHOOL OF EXTENSION AND DEVELOPMENT STUDIES**

Minutes of the Third School Board Meeting held on September 10, 2008 at 11.00 a.m. in the Conference Room, Convention Centre, IGNOU, New Delhi – 110068

The following were present:

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| 1. Prof. V.N. Rajasekharan Pillai, Vice-Chancellor, IGNOU | - Chairman |
| 2. Dr. B. Shadrach, International Development Research Centre, New Delhi | - Member |
| 3. Prof. Janakrajan, Madras Institute of Development Studies, Chennai | - Member |
| 4. Prof. Manoharlal, SOCIS, IGNOU | - Member |
| 5. Prof. Elumalai, SOL, IGNOU | - Member |
| 6. Dr. R.P. Singh, Reader, SOCE, IGNOU | - Member |
| 7. Dr. M.V. Lakshmi Reddy, Senior Lecturer, SOE, IGNOU | - Member |

Prof. S.Y. Shah, Dr. Anita Dighe and Dr. Mahendra Dev could not attend the meeting. Dr. K. Aludiapillai, President, Centre for Entrepreneurship Development (CED) and Dr. Jayaraman, CED were present as special invitees. Dr. C.G. Naidu, Nodal Officer, New Schools was present to assist the Chairman of the School Board.

At the outset, the Chairman welcomed Prof. Elumalai, the new member to the School Board. The item-wise discussions and recommendations of the School Board are as follows:

SOEDS 3.1: Confirmation of Minutes of the second School Board meeting.

SOEDS 3.1.1: Dr Naidu said that no comments were received on the Minutes of the second School Board meeting held on March 04, 2008. The Minutes could be confirmed.

SOEDS 3.1.2: The School Board confirmed the Minutes of the first School Board.

SOEDS 3.2: To consider Phase-1 (Programme Proposal) form for "Certificate in Value Education".

SOEDS 3.2.1: Dr. Silima Nanda, Programme Coordinator said that the School Board, in its second meeting suggested the programme name as "Certificate in Moral and Value Education". She has conducted one Expert Committee meeting after the second School Board meeting. The Expert Group opined that the name may be retained as "Certificate in Value Education" instead of "Certificate in Moral and Value Education" as the term "Value Education" is broader and include "Moral Education".

SOEDS 3.2.2: The School Board after a detailed discussion approved the Phase-1 (Programme Proposal) form for "Certificate in Value Education".

- SOEDS 3.3:** To consider Phase-3 (Programme Design and Detailed Programme Report) for "Certificate in Communicative Skills for BPO, ITeS & Related Sectors".
- SOEDS 3.3.1:** Dr. M.C. Nair, Programme Coordinator explained the design and detailed structure of the programme. The Course writing is in progress. The programme contains 50% theory and 50% practical. Looking at the industry expectations and scope of the programme, the members asked Dr Nair to keep the programme structure as 40% theory and 60% practical. The Chairman asked the Programme Coordinator to engage the course writers and complete the course writing as early as possible since we are making this programme as a pre requisite for the students enrolling for "Diploma in BPO" and this programme is also being launched from January 2009 session.
- SOEDS 3.3.2:** Dr. Nair told the School Board that several organizations like, Censor, Infosys, Angloscape, etc. are approaching him for collaboration with IGNOU in launching programmes in BPO. The Vice Chancellor said that if any specific proposals received from these organizations, they could be considered case by case by the University.
- SOEDS 3.3.3:** The School Board after a detailed discussion approved the Phase-3 (Programme Design Detailed Programme Report) form for "Certificate in Communicative Skills for BPO, ITeS & Related Sectors".
- SOEDS 3.4:** To consider Phase-3 (Programme Design and Detailed Programme Report) form for "Post Graduate Diploma in Counseling, Family Therapy and Mediation".
- SOEDS 3.4.1:** Dr. Amiteshwar Ratra, Programme Coordinator explained the design and detailed programme report of the "Post Graduate Diploma in Counseling, Family Therapy and Mediation". Prof. Elumalai has raised the legal issues of using the word "Mediation" in the programme name. After detailed discussion, the School Board suggested that in preamble of the programme, it should be mentioned it confines to only "Family Therapy and Mediation". The Chairman asked Dr. Ratra to take the names of the experts as suggested by Prof. Janak Rajan for consultation in this regard.
- SOEDS 3.4.2:** Dr. Ratra said that she want to conduct a seminar on the programme. The Vice Chancellor asked her to submit a proposal to him for consideration. He also asked her to launch the programme from January 2009.
- SOEDS 3.4.3:** The School Board after a detailed discussion approved the revised Phase-3 (Programme Design and Detailed Programme Report) form for "Post Graduate Diploma in Counseling, Family Therapy and Mediation".
- SOEDS 3.5:** To report the MoU between IGNOU and Accenture Services Pvt. Ltd. for launching programmes related to BPO.
- SOEDS 3.5.1:** The Vice Chancellor informed the members that IGNOU has agreed for a collaboration with Accenture Services Pvt. Ltd. for developing and

offering a Diploma programme in Business Process Outsourcing (BPO). A Memorandum of Understanding (MoU) was signed between the two organizations on July 08, 2008. It is aimed at offering the Diploma programme in different streams of specializations listed below:

- a. Finance & Accounting
- b. Insurance
- c. Banking
- d. HR
- e. Sourcing & Procurement
- f. Customer Contact Services
- g. Health Care
- h. Pharma
- i. Engineering Services
- j. Supply Chain
- k. Legal
- l. Marketing Services
- m. Equity Research
- n. Capital Markets
- o. Order Management
- p. Technical Writing
- q. Learning Services

SOEDS 3.5.2: The School Board after a detailed discussion ratified the MoU signed on July 08, 2008 between IGNOU and Accenture Services Pvt. Ltd.

SOEDS 3.6: To consider a proposal from Centre for Entrepreneurship Development (Tamilnadu) for collaborative programme in MBA (Social Entrepreneurship).

SOEDS 3.6.1: Dr Jayaraman from the Centre for Entrepreneurship Development (Tamilnadu) (CED) briefly explained the objectives of the MBA (Social Entrepreneurship) programme and CED's interest to collaborate with IGNOU in launching the programme. Under the proposed collaborative arrangement CED proposes to offer only the specialized courses in Social Entrepreneurship and guide project course in Social Entrepreneurship. For the rest of the courses, viz. 11 basic courses, 1 elective course, and 2 compulsory courses, the regular MBA pattern of IGNOU courses can be adopted.

SOEDS 3.6.2 The members of the School Board while welcoming the proposal for offering the programme under CED-IGNOU collaboration, suggested that the following components can be added appropriately in the specialized courses in Social Entrepreneurship:

- Social accountability
- Monitoring of the programmes and vulnerability analysis
- IT for development
- Outcome mapping of NGOs. (IDRC has developed a software for this purpose. This software can be procured).
- Social cooperation and movement

SOEDS 3.6.3 The School Board authorised Dr. K. Aludiapillai, President, CED to take up this activity with the following members:

1. Dr. B. Shadrach
2. Prof. Janakrajan
3. Prof. Elumalai
4. Dr. Jayaraman
5. Any other if required

Dr. K. Aludiapillai can conduct meetings either in IGNOU headquarters or at CED. The School of Extension and Development Studies will provide all the required logistic support.

SOEDS 3.6.4 The School Board approved the proposal for launching MBA (Entrepreneurship). For the collaboration, a MoU could be signed between IGNOU and CED.

SOEDS 3.7, 3.8 and 3.9: **To consider Phase-3 (Programme Design and Detailed Programme Report) form for "Certificate in Lifelong Learning", "Certificate in Population and Development Education", and "Certificate in Extension Education".**

SOEDS 3.7.1, 3.8.1 & 3.9.1: Dr. M.C. Nair, Programme Coordinator explained the design and structure of the "Certificate in Lifelong Learning", "Certificate in Population and Development Education", and "Certificate in Extension Education". The members opined that the syllabus of these programmes is too heavy for Certificate. The programmes needs to be modified into a one year Diploma (32 Credits) each. The following suggestions are made:

1. The eligibility qualification for enrolment will be 10+2 or its equivalent
2. The programmes can be designed in such a way that the student can have option of vertical mobility leading to Degree.

SOEDS 3.7.2, 3.8.2 & 3.9.2 The School Board after a detailed discussion approved the Phase-3 (Programme Design and Detailed Programme Report) form for "Diploma in Lifelong Learning", "Diploma in Population and Development Education", and "Diploma in Extension Education" with modifications as suggested above. Dr. M.C. Nair may submit the revised structure of the Diploma programmes in the form of Action Taken Report (ATR) for consideration of the School Board.

SOEDS 3.10: To consider Phase-3 (Programme Design and Detailed Programme Report) form for "Certificate in Handmade Paper Items".

SOEDS 3.10.1: Dr. M.C. Nair and Dr. J. Kurup, Programme Coordinators explained the design and detailed programme structure of the "Certificate in Handmade Paper Items". Dr. Vardhini Bhattacharya who is another Programme Coordinator could not attend the meeting. It is a Skills based programme. The emphasis on theory and practical is in the ratio of 60%:40%. The Course writing is in progress and all the Units will be received by the end of October, 2008. The following 4 Courses are electives (each 2 credits) out of which the student has to choose 2 Courses:

- i. Costing and Taxation
- ii. Financing of Handmade Paper Units
- iii. Entrepreneurship
- iv. Exporting Potentials

SOEDS 3.10.2: The School Board after a detailed discussion approved the Phase-3 (Programme Design and Detailed Programme Report) form for "Certificate in Handmade Paper Items".

SOEDS 3.11: To consider a proposal for launching "Advanced Diploma in Managing Participatory Development Projects" in collaboration with PRIA and to report on the MoU signed between IGNOU and PRIA.

SOEDS 3.11.1: Dr. M.C. Nair explained the design and structure of the programme proposal for launching the "Advanced Diploma in Managing Participatory Development Projects". He said that this programme will be launched in collaboration with PRIA. A MoU for this purpose was signed between IGNOU and PRIA on August 26, 2008.

SOEDS 3.11.2: The School Board after a detailed discussion approved the proposal for launching "Advanced Diploma in Managing Participatory Development Projects" in collaboration with PRIA and noted the MoU signed between IGNOU and PRIA.

SOEDS 3.12: To consider Phase-3 (Programme Design and Detailed Programme Report) form for "Post Graduate Certificate in Development Studies".

SOEDS 3.12.1: Dr. R.P. Singh, Programme Coordinator explained the design and detailed programme structure of the "Post Graduate Certificate in Development Studies". He said that he is developing Post Graduate Diploma, Specialised Diploma, and Master's Degree programmes in Development Studies and PG Certificate will be stand alone programme as well as compulsory component of all other 3 programmes. The Chairman asked Dr. R.P. Singh to launch the PG Certificate in January 2009 and PG Diploma in July 2009.

SOEDS 3.12.2: The School Board after a detailed discussion approved the Phase-3 (Programme Design and Detailed Programme Report) form for "Post Graduate Certificate in Development Studies".

SOEDS 3.13, and 3.14: To consider Phase-1 (Programme Proposal) form for "Diploma in Business Process Outsourcing (BPO), and Phase-3 (Programme Design and Detailed Programme Report) form for "Diploma in Business Process Outsourcing (BPO)",

SOEDS 3.13.1, & 3.14.1: The Chairman, briefed the members that the Diploma programme is being developed in collaboration with Accenture Services Pvt. Ltd. The objective of the programme is to expose and provide basic training to prepare students suitable for employment at various BPO centres in India. The programme structure consists of 50% theory and 50% practical. The programme consists of 17 different streams of specializations as listed in the item 3.5. The programme will be launched in January 2009 with specialization in Finance and Accounts. Other specializations will be added later.

SOEDS 3.13.2, & 3.14.2 The School Board after a detailed discussion approved the Phase-1 (Programme Proposal) form for "Diploma in Business Process Outsourcing (BPO), and Phase-3 (Programme Design and Detailed Programme Report) form for "Diploma in Business Process Outsourcing (BPO)",

SOEDS 3.15 (under any other Item). The Chairman desired that the next School Board meeting could be organized at Madras Institute of Development Studies (MIDS), Chennai to discuss and draw long term vision of the School of Extension and Development Studies. Eminent people in the area could be invited for the meeting. The members of the School Board welcomed the suggestion of the Chairman and decided to have the next School Board meeting at MIDS, Chennai.

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


(V.N. Rajasekharan Pillai)
Chairman