

**Indira Gandhi National Open University
School of Extension and Development Studies**

Minutes of the 15th School Board Meeting held on 02.09.2013

The 15th School Board Meeting of the SOEDS was held on 2nd September, 2013 (Monday) at 03.30 PM in the Class Room of SOEDS at Block No.15-F, IGNOU Maidan Garhi, New Delhi-110068.

The following Members of the School Board and School Faculty were present:

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| 1. | Dr. Nehal A. Farooquee | -Chairman |
| 2. | Prof. Basanti Pradhan | -Member |
| 3. | Prof. Madhu Bala | -Member |
| 4. | Prof. Vijay Dhar | -Member |
| 5. | Prof. S. K. Bhati | -Member |
| 6. | Dr. Ajay Kumar | -Member |
| 7. | Dr. R. S. P. Singh | -Member |
| 8. | Prof. B. K. Pattanaik | -Member |
| 9. | Dr. P. V. K. Sasidhar | -Member |
| 10. | Dr. Nisha Varghese (-Scholl Faculty) | - Special Invitee |
| 11. | Dr. Grace Don Nemching (Scholl Faculty) | - Special Invitee |

Prof. Kumar B. Das, Prof. Preet Rustagi and Dr. Pradeep Kumar couldnot attend the meeting.

Dr. Nehal A. Farooquee, Director, SOEDS while welcoming all the Members briefed them about the item-wise action taken on the various Agenda Items of the last (14th) School Board Minutes and current position with regard to the Academic Programmes of the School. This was followed by item-wise discussion on the agenda items. The outcomes of the 15th School Board Meeting are enumerated below.

SB 15.1 Confirmation of Minutes of the 14th School Board held on 08.02.2013.

SB 15.1.1 The Members confirmed the Minutes of 14th School Board Meeting.

SB 15.2 To consider and approve the Phase-3 form (Programme Launch Approval Form) of Post Graduate Diploma in Urban Planning and Development (PGDUPDL).

SB 15.2.1 The Programme Coordinators informed the members the following status of PGDUPDL:

- Phase-1 and Phase-2 forms were approved by Academic Council on 20.04.2010.
- MPDD store has received printed course material for two courses (MEDS 41 and MEDS 44). The rest of the 3 courses, project work and programme guide material are in Press and are expected to be delivered by September 2013 as per MPDD assurance.
- Brochures and Posters have printed and sent to all RCs
- Filled in forms have been submitted to SRD for admission data entry software.

- Four RCs have activated study centres in Trivandrum, Delhi, Patna and Bhubaneswar.
- 2 out of 4 audio programmes and 3 out of 4 video programmes have been recorded. The leftover shall be completed by September 2013.

After deliberations and keeping in view of the readiness of the programme, Members approved the Phase-3 Form (Programme Launch Approval Form) of PG Diploma in Urban Planning and Development.

Action: Phase -3 Form to be sent to APC for Approval

SB 15.3 **To consider and approve the Evaluation Methodology for the Post Graduate Diploma in Urban Planning and Development.**

SB 15.3.1 The Programme Coordinators explained to the members the following details of the Evaluation Methodology:

- Weightage for continuous evaluation; 30 % (Assignment)
- Weightage for continuous evaluation: 70 %
- Weightage for Project Report : 100 %
- Evaluation under Numerical Marking
- Minimum Marks to be obtained in each course and overall : 40 %

The Members after deliberations approved the Evaluation Methodology for PG Diploma in Urban Planning and Development.

Action: Evaluation Methodology to be sent to SED for Software Development

SB 15.4 **To consider and approve the list of Paper Setters, Moderators and Evaluators for the Post Graduate Diploma in Urban Planning and Development.**

SB 15.4.1 The Programme Coordinators informed the members that as per University norms course wise list of question paper setters / moderators / evaluators is to be communicated to SED. Accordingly the lists of experts for MEDS 041, MEDS 042, MEDS 043, MEDS 044 and MEDSP 045 have been prepared and annexed. As per modalities prescribed in the Project Handbook for MEDSP 045, the Project Proposals will be evaluated by School Faculty at Head Quarters, whereas SED will get the evaluation of Project Reports through the list of evaluators submitted by the School.

The Members considered and approved the panel of Paper Setters, Moderators and Evaluators for the Post Graduate Diploma in Urban Planning and Development.

Action: Approved lists to be sent to SED

SB 15.5 **To consider and approve the list of Paper Setters, Moderators and Evaluators for the Post Graduate Certificate, Diploma and MA in Extension and Development Studies.**

- SB 15.5.1** The Programme Coordinators informed to the members that Paper Setters, Moderators and Evaluators for the Post Graduate Certificate, Diploma and MA in Extension and Development Studies have been approved while launching the programmes in 2010. The updated lists are annexed for the approval of School Board.

The Members considered and approved the updated panel of Paper Setters, Moderators and Evaluators for Post Graduate Certificate, Diploma and MA in Extension and Development Studies.

Action: Approved lists to be sent to SED

- SB 15.6** To consider and approve the list of Paper Setters, Moderators and Evaluators for the Ph.D. in Extension and Development Studies.

- SB 15.6.1** The Research Programme Coordinator informed the Members that so far the School Faculty has been involved in setting, moderation and evaluation of PhD coursework question papers. However Research Unit has requested to provide course-wise list of approved paper setters and moderators to streamline the TEE of PhD coursework. Accordingly the panel of Paper Setters, Moderators and Evaluators for REDS 001, REDS 002, REDS 003, REDS 004 and MEDS 001 are annexed for approval.

The Members considered and approved the panel of Paper Setters, Moderators and Evaluators for Ph.D. in Extension and Development Studies.

Action: Approved lists to be sent to Research Unit

- SB 15.7** To consider and approve the list of Paper Setters, Moderators and Evaluators for the Post Graduate Diploma in Development Studies.

- SB 15.7.1** The Programme Coordinators informed to the Members that the course material for Post Graduate Diploma in Development Studies is under preparation. The panel of experts for MDV 001, MDV 002, MEDS 003, MEDS 009, MDVE 001, MDVE 002, MDVE 003, MDVE 004, MDVE 006 MDVE 005 and MDVP 001 are annexed for approval. As per modalities to be prescribed in the Project Handbook for MDVP 001, the Project Proposals will be evaluated by School Faculty at Head Quarters, whereas SED will get the evaluation of Project Reports through the list of evaluators submitted by the School.

The Members considered and approved the panel of Paper Setters, Moderators and Evaluators for Post Graduate Diploma in Development Studies.

Action: Approved lists to be sent to SED before launching the programme along with Phase-3 form

- SB 15.8** To consider and approve the Evaluation Methodology for the Post Graduate Diploma in Development Studies.

SB 15.8.1 The Programme Coordinators explained to the members the following details of the Evaluation Methodology which will be included:

- Weightage for continuous evaluation: 30 % (Assignment)
- Weightage for continuous evaluation: 70 %
- Weightage for Project Report : 100 %
- Evaluation under Numerical Marking
- Minimum Marks to be obtained in each course and overall : 40 %

The Members after deliberations approved the Evaluation Methodology for Post Graduate Diploma in Development Studies.

Action: Evaluation Methodology to be sent to SED for Software Development before launching the programme along with Phase-3 form

SB 15.9 There were certain Table Items, and permission was sought to place the same before the School Board.

SB 15.9.1 Chairman accorded permission to place the Table Items before the School Board.

SB 15.10 To consider and approve Minutes of the Meeting held on 17.05.2013 for reviewing (i) PG Certificate in Extension and Development Studies, (ii) PG Diploma in Extension and Development Studies and (iii) MA in Extension and Development Studies.

SB 15.10.1 The Programme Coordinators have explained to the Members that the Vice Chancellor instructed to review the MAEDS/ PGDEDS/ PGCEDS with the help of external experts to enhance the enrollment. Accordingly a review meeting was held on 17.05.2013.

Members after perusing approved the Minutes of the Meeting held on 17.05.2013 for reviewing (i) PG Certificate in Extension and Development Studies, (ii) PG Diploma in Extension and Development Studies and (iii) MA in Extension and Development Studies.

Action: Implement the recommendations while revising the Programmes

SB 15.11 To consider and approve proforma for approval of Project Proposal (MEDSP-045), Remuneration Bill for guidance of Project Work, Evaluation Scheme for Project Work, Remuneration Bill for Project Report Evaluation under PG Diploma in Urban Planning and Development.

SB 15.11.1 The Programme Coordinators informed the Members about the inclusion of above proforma in Project Handbook for the convenience of various support services.

Members after deliberations approved the proforma for approval of Project Proposal (MEDSP-045), Remuneration Bill for guidance of Project Work, Evaluation Scheme for Project Work, Remuneration Bill for Project Report Evaluation under PG Diploma in Urban Planning and Development.

Action: Printed Project Handbook containing the proforma to be sent to SED for necessary action.

SB 15.12 To consider and approve the Minutes of the Doctoral Committee meeting held on 13.05.2013.

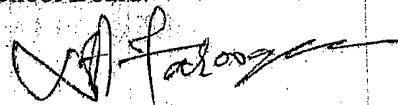
SB 15.12.1 The Research Programme Coordinator appraised the Members briefly the following items approved by Doctoral Committee:

- Approval of seminar presentations by 6 PhD students
- Approval of satisfactory progress reports submitted by four PhD students
- Cancellation of admission of four PhD students due to unsatisfactory progress and non-submission of progress reports.
- Approval of Dr Grae Don Nemching as Research Supervisor
- Approval of list of 7 evaluators for the thesis to be submitted by Ms. Rubina Nusrat.

The Members considered and approved the Recommendations of the Doctoral Committee held on 13.05.2013.

Action: To be sent to Research Council for necessary action

The Meeting ended with a vote of thanks to the Members of the School Board.



(Dr. Nehal A. Farooquee)
Director (SOEDS)

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