

**INDIRA GANDHI NATIONAL OPEN UNIVERSITY  
SCHOOL OF TOURISM & HOSPITALITY SERVICES MANAGEMENT**

**Minutes of the 15<sup>th</sup> School Board Meeting held on 7<sup>th</sup> July at 11:30 hrs in the Conference Room,  
Block - 07, IGNOU, Maidan Garhi, New Delhi - 110068**

The following members were present at the meeting:

- |  |                   |
|--|-------------------|
| 1. Prof. Ravindra Kumar, Director, SOTHSM, IGNOU                   | - Chairperson     |
| 2. Prof. Kamal Yadava, SOMS, IGNOU                                 | - Member          |
| 3. Dr. Vijay Kumar Baraik, Associate Professor, SOS, IGNOU         | - Member          |
| 4. Dr. Deepanwita Srivastava, Assistant Professor, SOFL, IGNOU     | - Member          |
| 5. Prof. S. K. Mishra, Former Director - IITM                      | - Member          |
| 6. Prof. Majula Choudhry, Dept. of Tourism, Kurukshetra University | - Member          |
| 7. Prof. Parikhat Singh Manhas, STHM, Jammu University             | - Member          |
| 8. Dr. Paramita Suklabaidya, Asstt. Professor, SOTHSM, IGNOU       | - Member          |
| 9. Ms. Tangjakhombi Akoijam, Asstt. Professor, SOTHSM, IGNOU       | - Member          |
| 10. Dr. Sonia Sharma, Asstt. Professor, SOTHSM, IGNOU              | - Member          |
| 11. Dr. Arvind Kumar Dubey, Asstt. Professor, SOTHSM, IGNOU        | - Member          |
| 12. Prof. Kapil Kumar, SOSS  | - Special Invitee |
| 13. Prof. Srilatha, SOMS   | - Special Invitee |
| 14. Prof. Anurag Saxena, SOMS                                      | - Special Invitee |

The following members could not attend the meeting due to prior commitments:

1. Prof. S.P. Bansal, Vice Chancellor, Maharaja Agrasen University, Himachal Pradesh
2. Mr. Lalit Nirula, Hospitality Consultant, New Delhi

The meeting started with a welcome address by the Chairperson and the information that the School was initiating the revision work of the courses and the development of new areas simultaneously. The members appreciated this endeavor but reiterated the general concern of the University that the revision work of programmes and courses was not picking up the desired pace resulting into inclusion of dated concepts and statistics in its courses. The Faculty was urged by the School Board to expedite the revision work and set time-bound targets for accomplishing the task.

The Meeting transacted the following business:

**Item No. SB: 15.1:**

**To confirm the minutes of the Fourteenth School Board meeting held on 12<sup>th</sup> December 2014**

The minutes of the 14<sup>th</sup> School Board meeting held on 12<sup>th</sup> December 2014 were sent to members with the request that they be duly examined and any changes needed in the minutes be communicated to the Chairperson within the specified time. The members did not communicate any changes; hence it was proposed to confirm the minutes.

*The minutes of the 14<sup>th</sup> School Board meeting were approved.*

Prof. S.K. Mishra desired to know if there was a plan to remodel BHM Programme as a four-year programme as proposed by UGC. It was informed that the matter had been taken up for examination by the relevant authorities and it was agreed that in view of the fact that it was a BSc Programme in Hospitality and Hotel Management, no such change was required.

**Item No. SB: 15.2:**

**Action Taken Report of the 14<sup>th</sup> School Board Meeting**

The Action Taken Report of the Fourteenth School Board was discussed with the following observations:

1. It was noted that the new nomenclature of the existing degree of MTM (Master of Arts - Tourism Management) will be MTTM (Master of Tourism and Travel Management) with effect from July 2016.

*The Action Taken Report was approved.*

**Item No. SB: 15.3:**

**Consideration and approval of the minutes of 27<sup>th</sup> and 28<sup>th</sup> Doctoral Committee Meetings**

The programme coordinator apprised the members about the 27<sup>th</sup> and 28<sup>th</sup> Doctoral Committee were placed together in the School Board since so School Board was held since December 2014.

*The Minutes of the 27<sup>th</sup> and 28<sup>th</sup> Doctoral Committee Meetings were approved.*

**Item No. SB: 15.4:**

**Consideration and approval of additional names of Academic Experts for MTM - 15 Course (Major Revision)**

The Course Coordinator, Dr. Paramita Suklabaidya, apprised the members that six names of external experts for the academic expert committee meeting were approved by the School Board in an earlier meeting. It was now being proposed to add some more names to the list to make it broad based.

*The names of three additional experts - Dr. Sujit Kumar, Department of Tourism, Kurukshetra University; Mr. Manoj Mishra, Zenith Holidays, New Delhi; and Mr. Vikas Khanduria, Viva Voyages, New Delhi were approved.*

**Item No. SB: 15.5:**

**To discuss adding the provision of non-credit courses/reading material for Researchers joining PhD Programme of the School from diverse academic background**

Programme Coordinator Dr. Paramita Suklabaidya, apprised the members that in the last School Board Meeting it was proposed that two non - credit courses maybe offered to the PhD Scholars who were joining Research without a Master's Degree in Tourism and Hospitality.

*The School Board resolved that during the course work, those PhD Scholars joining the Programme without Master's Degree in Tourism and/ or Hospitality will be provided reading list/excerpts/copies of tourism and hospitality related research articles, books and journals.*

**Item No. SB: 15.6:**

**Consideration and approval of the case of re-admission of B. A. in International Hospitality Administration Students (BAIHA)**

Programme Coordinator Dr. Paramita Suklabaidya, apprised the members that the students of the BAIHA programmes, launched in July 2008, had a minimum time of 3 years and a maximum time period of 6 years to complete the Degree, as per University rules. Since many students were unable to complete the programme in the said period of time, it was proposed that the students of BAIHA may be given the option of re - admission of another 2 years as per norms, as given to other students enrolled in BDP programme.

*The School Board recommended that the students of BAIHA should be given the facility of re - admission for a period of 2 years, as per IGNOU norms and on the payment of Pro-Rata fees.*

**Item No. SB: 15.7:**

**Consideration and approval of the list of paper setters, moderators and evaluators for the PhD, MTM, MBAHM, MBAIHM, BTS, BIHM Programmes**

The names of question paper-setters, moderators, and evaluators for the above programmes were placed for approval.

*The School Board approved the list and authorized the Chairperson to make any additional changes in the list in case of any emergency and report them in the next School Board Meeting for ratification.*

**Item No. SB: 15.8:**

**Consideration and approval of conduct of Semester-wise examination for the MTM Programme**

Programme Coordinator Ms. Tangjakhombi Akoijam, apprised the members that the term End Examination of MTM Programme was conducted semester-wise although the registration and re-registration fees were collected on an annual basis. This, at times seemed to create a misunderstanding with quite a number of requests for clarifications from SED and Regional Centers.

*The School Board resolved that since the examination was being conducted on semester basis the same should continue. A formal communication may kindly be forwarded to the Registrar of SRD and SED to ensure the same.*

**Item No. SB: 15.9:**

**Consideration and approval of the Extension/Renewal of Memorandum of Understanding (MoU) with Govt. of Madhya Pradesh**

Director, Prof. Ravindra Kumar, apprised the members of a request received by the Vice Chancellor, from the Govt. of Madhya Pradesh regarding the extension of MOU with Madhya Pradesh Tourism Development Corporation (MPTDC), Govt. of Madhya Pradesh for offering Hospitality and Tourism Programmes. The proposal forwarded to the School was discussed and approved in the School Council meeting held on 18<sup>th</sup> March 2015. Therefore, the proposal was being placed for consideration and approval of the School Board meeting

*The School Board approved the extension/renewal of MOU with Madhya Pradesh Tourism Development Corporation (MPTDC), Govt. of Madhya Pradesh for offering Hospitality and Tourism Programmes.*

**Item No. SB: 15.10:**

**Consideration and approval of Memorandum of Understanding (MoU) with Govt. of Jharkhand**

Director, Prof. Ravindra Kumar, apprised the members of a request from the Govt. of Jharkhand, received by the Regional Director, IGNOU Regional Centre, Ranchi and forwarded to the School regarding the training programme on Tourism and Hospitality Services. The proposal was discussed in the School Council meeting held on 18<sup>th</sup> March 2015 wherein it was decided to offer the programmes - Certificate Programmes in Front Office, House Keeping and PG Diploma in Hotel Operations, offered in Madhya Pradesh with certain modifications. It is being placed for consideration and approval of the School Board

*The School Board approved the signing of MOU with Govt. of Jharkhand for offering Hospitality and Tourism programmes.*

**Item No. SB: 15.11:**

**Consideration and approval of Renewal of Memorandum of Understanding for MHA programme with National Council for Hotel Management & Catering Technology (NCHMCT)**

Programme Coordinator, Dr. Sonia Sharma, apprised the members of a request received from the National Council for Hotel Management & Catering Technology (NCHMCT) for the renewal of MoU for offering M.Sc. in Hospitality Administration (MHA) programme; operational since 2004. The proposal for the renewal was placed for consideration of the Joint Coordination Committee (JCC) meeting held on 23<sup>rd</sup> June 2015, chaired by the Vice Chancellor. The JCC recommended renewal of MOU for offering MHA programme and the same is being placed for consideration and approval of the School Board

*The School Board observed that the Programme was on offer since 2004 and renewal of the MOU was approved.*

**Item No. SB: 15.12:**

**Approval for conduct of Orientation Programme for Academic Counsellors**

Prof. Ravindra Kumar, Director, observed that orientation of Academic Counsellors was a major activity given to the Schools by the relevant Statutes of the University. The orientation programme for Academic Counsellors in the School of Tourism and Hospitality Services Management had not been conducted since the establishment of the School in 2007. He observed that queries from students and academic counsellors alike have made it important for the School to take up orientation programmes for the Academic Counsellors at the earliest. The proposal was placed before the School Board for approval.

*The School Board observed that the orientation of the academic counsellors was essential for the successful implementation of the ODL system. School Board approved the Orientation Programme for Academic Counsellors by the School.*

SB: 15.13:

Any Other Item

(i) **Admission test for MHA Programme**

Director, Prof. Ravindra Kumar, informed the members that the MHA programme offered in collaboration with NCHMCT was being offered at five centers as it was one of the best Masters Degree in Hospitality Management in India. He further informed the members that for the first time admission to MHA was being done through an entrance test and IGNOU representatives would go as observers to monitor the admission process of MHA students.

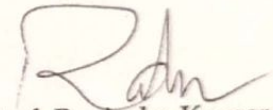
*Members appreciated the fact that MHA programme was getting popular among students and that it was one of the best recognised Masters Degree programme in Hospitality. It was also observed that IGNOU was participating in the operations and delivery process of the Programme from the very beginning.*

(ii) **Status note on PhD admission**

Director, Prof. Ravindra Kumar, apprised the members about the status of the PhD programme of the School. A comprehensive list of the PhD Scholars of the School, prepared by the Programme Coordinator - PhD was placed for the perusal of the members.

*The School Board noted the details of the PhD Programme and desired that assurance of quality must be the single most important consideration in the conduct of the PhD Programme.*

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



Prof. Ravindra Kumar  
Director, SOTHSM  
&  
Chairman, School Board