

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

**Minutes of the 31<sup>st</sup> School Board Meeting held on 09<sup>th</sup> February, 2023 at 11:00 hrs in virtual mode through Google Meet.**

The following members attended the meeting:

- |   |               |
|---|---------------|
| 1. Prof. Paramita Suklabaidya, Director, SOTHSM, IGNOU            | - Chairperson |
| 2. Prof. Sitikantha Mishra, Advisor cum Dean, SOA                 | - Member      |
| 3. Prof. S. K. Gupta, Dean, Garhwal University, Srinagar (Online) | - Member      |
| 4. Prof. Luvkush Mishra, Director, ITHM, Ambedkar University      | - Member      |
| 5. Mr. Kamal Manaktola, Hospitality Consultant, New Delhi         | - Member      |
| 6. Mr. Manoj Mishra, Director, Zenith Leisure Holiday Ltd.        | - Member      |
| 7. Dr. Devesh Mishra, Associate Professor, SOH, IGNOU             | - Member      |
| 8. Dr. Mita Sinhamahapatra, Assistant Professor, SOA, IGNOU       | - Member      |
| 9. Prof. Harkirat Bains, Professor, SOTHSM, IGNOU                 | - Member      |
| 10. Dr. Sonia Sharma, Associate Professor, SOTHSM, IGNOU          | - Member      |
| 11. Dr. Arvind Kumar Dubey, Associate Professor, SOTHSM, IGNOU    | - Member      |
| 12. Dr. Jatashankar R. Tewari, Associate Professor, SOTHSM, IGNOU | - Member      |
| 13. Dr. Tangjakhombi Akoijam, Asstt. Professor, SOTHSM, IGNOU     | - Member      |

Dr. Rashmi Bansal, Associate Professor, SOMS, IGNOU & Prof. Satish Kumar, Professor, SOSS, IGNOU could not attend the meeting due to prior commitments.

At the outset, Chairperson and Director, Prof. (Dr) Paramita Suklabaidya welcomed all the members to the 31<sup>st</sup> meeting of the School Board. The Meeting commenced and transacted the following business:

**Item No. SB: 31.1:**

**Confirmation of the minutes of Thirtieth School Board meeting held on 18<sup>th</sup> October, 2022**

30<sup>th</sup> Minutes of the School Board meeting held on 18<sup>th</sup> October, 2022 was presented by the Director, Prof. (Dr.) Paramita Suklabaidya. Director informed that changes as suggested by Dr. Arvind Kumar Dubey have been incorporated in the agenda item 30.5 and 30.10(vii). It was proposed by the Director to confirm the minutes placed.


*The revised minutes of the 30<sup>th</sup> School Board meeting were confirmed.*

**Item No. SB: 31.2:**

**Consideration of Action Taken Report of Thirtieth School Board meeting**

The Action Taken Report of the Thirtieth School Board meeting was presented by the Director and discussed with the members.

*Action Taken Report of the Thirtieth School Board Meeting placed by the Director was approved by the members.*

  
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Paramita

**Item No. SB: 31.3:**

**To ratify agenda items approved via circulation**

- a) To approve the Revised Course Structure of B.Sc. in Hospitality & Hotel Administration (BHM) and M.Sc. in Hospitality Administration (MHA) programme with equal credit weightage between IGNOU and NCHMCT.

Director thanked the members for sending approval for the above agenda item that were sent by email for approval via circulation. Director placed the minutes of the above agenda item before the members for ratification.

*The members observed that the above mentioned agenda item was already approved via circulation. Resolution of the above agenda item was ratified.*

**Item No. SB: 31.4:**

**To Approve the minutes of 50<sup>th</sup> Doctoral Committee meeting**

Dr. Akoijam, the Research Programme Coordinator apprised the members about the agenda discussed in the 50<sup>th</sup> Doctoral Committee Meeting held on 19<sup>th</sup> January, 2023, which included:

- Extension of the Registration time period of research scholar Mr. Vikas Mohan, Enrol no. 173102817
- Extension of the Registration time period request by research scholar Mr. Narendra Varma, Enrol no. 149500360
- Reporting items of PhD course work and other decisions taken in earlier school council and faculty meeting.
- PhD course work attendance of scholar, Ms. Arena Guleria, Enrol no. 210270222
- Progress Report submission of scholar Mr. Surendra Kumar, Enrol no. 149500496

Further, Dr. Akoijam placed the minutes of the 50<sup>th</sup> Doctoral Committee Meeting for approval.

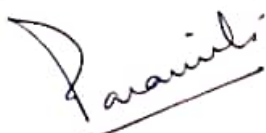
*The members took note of the agenda items discussed in the 50<sup>th</sup> Doctoral Committee Meeting and approved the minutes of the said meeting.*

**Item No. SB: 31.5:**

**To approve the minutes of Expert Committee meeting of BA in Facility and Services Management (BAFSM) programme held on 13<sup>th</sup> January, 2023.**

Programme coordinator Dr. Jatashankar R Tewari placed before the School Board members, the detailed course structure for the courses of Second, Third and Fourth Semester (BFO-004 Building Services and Maintenance-II, BFO-005 Fire Safety in Facilities, BFO-006 Professional Ethics, BFO-007 Safety and Security in Facilities, BFO-008 Managing Housekeeping Services, BFO-009 Human Resource Management, BFO-010 Hygiene, Sanitation and Waste Management and BFO-011 Managing Facilities-I Catering Facility) as finalized by expert Committee for approval.

*The School Board members approved the detailed course structure of BFO-004 Building Services and Maintenance-II, BFO-005 Fire Safety in Facilities, BFO-006 Professional Ethics, BFO-007 Safety and Security in Facilities, BFO-008 Managing Housekeeping Services, BFO-009 Human Resource Management, BFO-010 Hygiene, Sanitation and Waste Management and BFO-011 Managing Facilities-I Catering Facility finalized by the Expert Committee.*



**Item No. SB: 31.6:**

**To approve the additional name of unit writer of the courses offered in BA in Facility and Services Management (BAFSM) programme**

Course Coordinators placed before the School Board members the names of Unit writers for five courses namely – Fire Safety in Facilities (BFO-005), Safety and Security in Facilities (BFO-007), Managing Housekeeping Services (BFO-008), Human Resource Management (BFO-009) and Managing Facilities – I (Catering facility) (BFO-011) of the BA in Facility and Services Management (BAFSM) programme for approval.

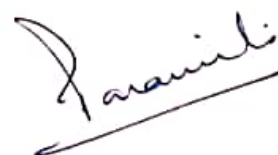
*The School Board approved the list of Unit writers for Fire Safety in Facilities (BFO-005), Safety and Security in Facilities (BFO-007), Managing Housekeeping Services (BFO-008), Human Resource Management (BFO-009) and Managing Facilities – I (Catering facility) (BFO)11) as given below*

**BFO-005: Fire Safety in Facilities (Course Coordinator: Dr. Tangjakhombi Akoijam)**

1. Prof Ashish Dahiya, IHM, M.D. Univ. Rohtak
2. Dr Akanksha Mathur, Assistant Professor, Mechanical Engineering Department, The Northcap University, Gurugram
3. Dr Anu Gupta, Assistant professor, Department of Environmental Science and Engineering, Guru Jambheshwar University of Science and Technology, Hissar
4. Dr Nikhil Dev, Assistant Professor, Department of Mechanical Engineering, J.C. Bose University of Science and Technology YMCA, Faridabad
5. Dr Dinesh Dhankhar, Assistant Professor, Department of Tourism and Hospitality Management, Kurukshetra
6. Dr Abhinav Kumar Sandiyal, Associate Professor and Head, Institute of Hotel Management and Catering Technology, BIT Mesra, Ranchi, Jharkhand
7. Dr Smritee Raghubalan, Garden City University, Bangaluru
8. Dr Naveen Chahal, Dr Ambedkar Institute of Hotel Management, Chandigarh
9. Dr. Mamta Bhatnagar, Tourism Trainer, New Delhi
11. Dr. Debashis Pramanik, Guest Faculty, NSUT, New Delhi
12. Dr. Rajeev Kumar Saha, Asstt. Professor, Department of Mechanical Engineering, JC Bose University of Science and Technology, YMCA, Faridabad
10. Dr Shweta Tripathi, SOET, IGNOU
11. Dr. Tangjakhombi Akoijam, SOTHSM, IGNOU

**BFO-007: Safety and Security in Facilities (Course Coordinator: Dr. Sonia Sharma)**

1. Dr. Tarun Bansal, Sr. Lecturer, IHM, Lucknow
2. Ms. Mou Roy, Asstt. Professor, Faculty of Hospitality & Tourism Management Siksha Ō Anusandhan Deemed to be University, Bhubaneshwar, Odisha
3. Prof. Munish Bhardwaj, SOET, IGNOU
4. Prof. Sanjay Aggrawal, SOET, IGNOU
5. Prof. Harkirat Bains, SOTHSM, TC-Bhopal, IGNOU
6. Dr. Sonia Sharma, Associate Professor, SOTHSM, IGNOU



**BFO-008: Managing Housekeeping Services (Course Coordinator: Dr. Jatashankar R Tewari)**

1. Prof. Ashish Dahiya, Director, IHM, M.D. Univ. Rohtak
2. Dr. Vipin Raghuvanshi, Asstt. Professor, SOTHM, Vellore
3. Mr. Vimal Kumar, Principal, The Lalit School of Hospitality, Faridabad
4. Ms. Kavita Gupta, Associate Professor, School of Hotel Management, BBD University, Lucknow.
5. Ms. Nidhi Gaur, Lecturer, The Lalit School of Hospitality, Faridabad
6. Mr. Ajay Rai, Senior Project Manager, Project Management Team the Oberois
7. Ms. Pooja Gianchandani, Associate Professor, SOHM, BBD University, Lucknow.

**BFO-009: Human Resource Management (Course Coordinator: Dr. Sonia Sharma)**

1. Dr. Mamta Bhatnagar, Tourism Trainer, New Delhi
2. Prof. Harkirat Bains, SOTHSM, TC-Bhopal
3. Prof. Paramita Suklabaidya, Director, SOTHSM, IGNOU
4. Dr. Sonia Sharma, Associate Professor, SOTHSM, IGNOU
5. Dr. Arvind Kumar Dubey, Associate Professor, SOTHSM, IGNOU
6. Dr. Jatashankar R Tewari, Associate Professor, SOTHSM, IGNOU
7. Dr. Tangjakhombi Akoijam, Assistant Professor, SOTHSM, IGNOU

**BFO-011: Managing Facilities – I (Catering Facilities) (Course Coordinator: Dr. Jatashankar R Tewari)**

1. Dr. Tarun Bansal, Senior Lecturer, Instt. Of Hotel Management and Catering Technology, Lucknow.
2. Dr. Girish Nandani, Associate Professor, SOHM, BBD Univ. Lucknow
3. Dr. Deepanshu Shingh, Lecturer, Dr. B.R. Ambedkar Institute of Technology, Portblair, Andaman & Nicobar Islands, India
4. Dr. Neeraj Agarwal, Asstt. Professor, Punjab University, Chandigarh
5. Mr. Vimal Kumar, Principal, The Lalit School of Hospitality, Faridabad
6. Mr. Madhusdan Adhikari, Lecturer, The Lalit School of Hospitality, Faridabad
7. Mr. Manoj Joshi, Lecturer, the Lalit School of Hospitality, Faridabad.
8. Dr. Jatashankar R Tewari, Associate Professor, SOTHSM, IGNOU

Further, members resolved that the Chairperson i.e Director will be authorized to approve more names as and when required for writing units in any of the above five (5) courses. The same will be placed in the next School Board for ratification/approval.

**Item No. SB: 31.7:**

**To report the renewal of MoU with NCHMCT for offering BHM and MHA programmes**

Dr. Jatashankar R. Tewari, Programme Coordinator- BHM and MHA Programmes apprised the members that the renewal and signing of MoU between IGNOU and NCHMCT for offering BHM and MHA programme was approved in thirtieth School Board Meeting held on 18<sup>th</sup> October 2022, Thereafter, the MoU between IGNOU and NCHMCT was signed on 9<sup>th</sup> January 2023 for a period of three years with effective dates of 11th March 2022 for BHM and 1<sup>st</sup> September 2022 for MHA programme.

The School Board noted the signing (renewal) of MoU between IGNOU and NCHMCT.



**Item No. SB: 31.8:**

**Approval of Question Paper Setters, Moderators, and TEE Evaluators (TEE, Projects), for CTS, CTSOL, DTS, DTSOL, BTS, BTSOL, BA VTM, BAFSM, BHM, MHA and MTTM Programme Coordinators of CTS, CTSOL, DTS, DTSOL, BTS, BTSOL, BAVTM, BAFSM, BHM, MHA and MTTM placed before the School Board members, A comprehensive list of evaluators (TEE, Project), Question Paper Setters, Moderators and Evaluators for approval.**

*The proposed list of evaluators (TEE, Projects), Question Paper Setters and moderators for CTS, CTSOL, DTS, DTSOL, BTS, BTSOL, BAVTM, BAFSM, BHM, MHA and MTTM programmes placed before the School Board members were approved.*

**Item No. SB: 31.9:**

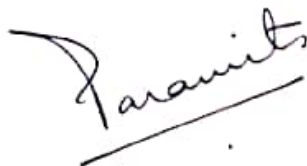
**To consider and approve the creation of new disciplines in the School**

Director, Prof. Paramita Suklabaidya apprised the members about the programmes that are being offered by the School. She informed that at present the school is offering two Bachelors, One Master, One Certificate and One Diploma Programmes in Tourism as well as a BA in Facility Services Management programme. In addition, School is also offering One Bachelor's programme and One Master's programme in Hospitality Management in collaboration with the NCHMCT along with Three Certificate and One PG Diploma in collaboration with MP Institute of Hospitality, Travel and Tourism Studies (MPIHTTS). PhD programme in Tourism and Hospitality Services Management is also being offered by the School.

The enrolment and revenue of the school for the last three years were placed by the Director before the members. Director informed that as per the decision of the School Council, the School proposes to introduce Four Discipline namely - Tourism Management, Hospitality Management, Aviation and Air Cargo Management and Facility Management in the School.

Members welcomed the idea of creating new disciplines in the school. It was observed that the approximate student enrolment (2020-19110, 2021-16501, 2022-10402) as well as revenue (2020 - Rs.146644445/-, 2021 - Rs.137065538/-, 2022 - Rs. 53341720/-) of the school is good in numbers. Further, it was also observed by the external members that the creation of at least Two Disciplines namely Tourism Management and Hospitality Management is long due; since they are both recognized disciplines across the universities, globally.

*Members discussed the proposal and resolved that at this point of time School may propose only two disciplines namely - Travel and Tourism Management and Hospitality Management. Members observed that Tourism Programme as well as Aviation and Air Cargo Management related courses/ programmes can be offered under the discipline of Travel and Tourism Management while Hospitality related courses and BA in Facility and Services Management programme can be offered under the discipline of Hospitality Management. It was resolved that the Director will take this up with the Academic Council and other statutory bodies of the University as required for the creation of these two disciplines in the School, as per the university norms.*

  
Paramita

Item No. SB: 31.10:

Any other item with the permission of the Chair

- (i) **To approve the name of Resource Person and Reviewers for Airport Handling (BTMS-185) course offered in BTSOL**

Course Coordinator of BTMS-185, Prof. Paramita Suklabaidya placed before the School Board members the names for approval as Resource Person and Reviewer for the recording of videos of BTMS-185 (Airport Handling) offered in the BTSOL programme.

*School Board approved the list of Resource Person and Reviewers for the recording of video for the Course of BTMS-185 (Airport Handling) offered in BTS online programme as given below:*

**Resource Person**

1. Dr. Bharti Gupta, Central University of Jammu, Jammu

**Reviewer**

1. Prof. Manohar Sajnani, Amity University, NOIDA
2. Dr. Pawan Gupta, IITTM, NOIDA

*Further, members resolved that the Chairperson i.e Director will be authorized to approve more names as and when required for the recording of videos. The same will be placed in the next School Board Meeting for ratification/approval.*

- (ii) **To approve the list of evaluators for PhD Scholars**

Director informed the members about the process of submission of PhD. thesis by Scholars for evaluation and placed before the School Board members the Evaluator list of PhD Scholars of the School for approval

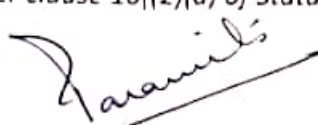
*The School board approved the Evaluator list of the PhD thesis evaluation of the following Five (5) PhD Scholars:*

Sl. No.	Name of Scholar	Enrol. No.	Supervisor
1.	Jhulik Som	149500400	Prof. Paramita Suklabaidya
2.	Surender	149500496	Prof. Paramita Suklabaidya
3.	T. Narendra Varma	149500360	Prof. Paramita Suklabaidya
4.	Vikas Mohan	173102817	Prof. Harkirat Bains
5.	Rahul Bharti	1731028	Dr. Sonia Sharma

- (iii) **Co-option of members to the School Board under Clause (2)(d) of Statute 10A**

Director informed the members that the tenure of the nominated external School Board members from within IGNOU is expiring on date, i.e 09.02.2023. She proposed that the Vice-Chancellor may be requested to nominate members for the School Board under clause 10((2)(d) of Statute 10 A.

*Members concurred that Hon'ble Vice-Chancellor may be approached for the nomination of School Board Members under clause 10((2)(d) of Statute 10 A.*

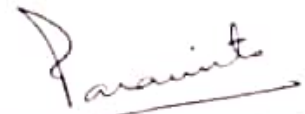


- (iv) **To approve the name of Editors for BA in Facility Services Management (BAFSM) course.**  
The Course Coordinator Dr. Tangjakhombi Akoijam placed before the School Board members the names of Editor for Fire Safety in Facilities (BFO-005) course offered in the BA in Facility Management (BAVTM) programme for approval.

*The School Board members approved the following names as Editors for Safety in Facilities (BFO-005) course of the BA in Facility Management programme:*

1. *Dr. Shweta Tripathi, SOET, IGNOU*
2. *Dr. Tangjakhombi Akoijam, SOTHSM, IGNOU*

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



Prof. Paramita Suklabaidya  
Director, SOTHSM  
&  
Chairman, School Board