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MINUTES OF THE .FIFTEENTH MEETING OF THE PLANNING BOARD OF THE INDIRA GANDHI NATIONAL OPEN UNIVERSITY HELD AT UNIVERSITY OFFICE, K-76, HAUZ KHAS, NEW DELHI-110 016, ON WEDNESDAY, OCTOBER 20, 1993, AT 11.00 HOURS.

The following were present:

1. Prof. V.C. Kulandai Swamy - Chairman
Vice-chancellor
2. Shri C.R. Pillai
3. Prof. M.M. Pant
4. Prof. R.K. Grover
5. Dr P. Rengaramanujam
6. Dr S.K. Kacker
7. Prof. J. Philip
8. Prof. Ram G Takwale
9. Shri K. Narayanan, Member-Secretary
Registrar

Dr Manibhai Desai and Dr S. Ramachandran could not attend the meeting.

Prof. H.P. Dikshit, Dr S.K. Gandhe (Pro-Vice-Chancellors), Prof. G.S. Rao, Director, School of Humanities, Prof. A.B. Bose, Director, School of Continuing Education, Prof. P.K. Dutta, Director, School of Health Sciences and Prof. M.B. Menon, Director, School of Education attended the meeting as special invitees.

Before the items of agenda were taken up, the Chairman extended a warm welcome to the new members of the Planning Board and while emphasising the importince of the Planning Board of the University he invited the members for their active participation and contribution to make the Planning Board effective.

The following agenda items were considered:

ITEM NO.1.' TO CONFIRM THE MINUTES OF THE 14TH MEETING OF THE PLANNING BOARD HELD ON JUNE 24, 1993.

PB 15.1.1 The Member-Secretary informed the members of the

suggestion for amending the minute recorded at para PB 14.2.2 (iv) of the minutes and also of the letter dated 10th August, 1993 received from **Prof. M. Shanmugham** on the need for using nomenclatures which are uniform in nature. The Planning Board considered the letter and while taking into account the suggestions made by **Prof. M. Shanmugham** resolved that these recommendations would be considered at the appropriate time and by the concerned authority.

PB 15.1.2 The minutes as circulated were confirmed subject to the following amendment to Resolution No. PB 14.2.2(iv):

"(iv) In the first instance, a PG Certificate Programme in Translation may be developed and launched. The Certificate Programme should be so designed as to constitute a module of a Diploma Programme which **might be** considered for launching later depending upon the response to the certificate programme."

ITEM NO. 2 **TO CONSIDER THE APPOINTMENT OF A COMMITTEE TO REVIEW THE PERFORMANCE OF THE UNIVERSITY AND TO MAKE SUCH RECOMMENDATIONS AS ARE NECESSARY FOR THE DEVELOPMENT OF THE UNIVERSITY IN THE FUTURE.**

PB 15.2.1 The Chairman, while explaining the proposal, observed that one of the major responsibilities of the Planning Board was to review the performance of the University in order to determine the future directions of its development. A similar committee was appointed in 1989 and since five years have elapsed after that review, it **would be** appropriate to undertake another review at this stage. **Moreover**, such a review at the middle of a plan period would enable the University to identify its strengths and weaknesses and formulate programmes and activities for the next plan period on the **basis** of an objective assessment of its performance.

PB 15.2.2 It was suggested that a five member committee may be constituted for the purpose of the above review. The Vice-Chancellor invited the members of the Planning Board to suggest names of persons who could be nominated on such a Review Committee. After considerable discussion, the following names were suggested from whom the appointment could be made by the Vice-chancellor:

1. ,Prof. Ram G Takwale, Representative of the Planning Board

2. **Prof.** Narayan Seth, former Director, IIM, Ahmedabad
3. Prof. Shri K.G. **Mahale**, former Vice-Chancellor, Manipur University
4. Prof. A. Gnanam, Vice-Chancellor, Pondicherry University
5. Prof. K.B. **Pawar** (AIU Secretary-General)
6. Prof. N.C. Nigam, Director, IIT, Delhi
7. Prof. Bashiruddin Ahmed, Vice-Chancellor Jamia **Millia Islamia**
8. Dr P.P. Gupta EX-CMD, CMC Ltd.,

PB 15.2.3

It was also suggested that the Review Committee may consist of a member of the UGC nominated by its Chairman and that it would be worthwhile to approach the COL to nominate an eminent person on the committee provided his travel expenditure is met by the COL.

PB 15.2.4

The terms of reference of the Committee might be:

- (1) To make an assessment of the performance of the University since its inception and of its achievements, and shortcomings, if any, in the fulfilment of its aims and objectives.
- (2) To examine whether the programmes and courses launched by the university so far have been able to contribute to the attainment of the aims and objectives of the University.
- (3) To make an overall assessment of the achievements of the University in providing a cost-effective and innovative system of education.
- (4) To make such recommendations as are necessary for the future development of the University in the fulfilment of its aims and objectives in a cost-effective and efficient manner. —

PB 15.2.5

The Planning Board authorised the Vice-chancellor to constitute the Committee in the light of the above suggestions.

ITEM NO.3

TO CONSIDER THE POST GRADUATE **DIPLOMA/CERTIFICATE PROGRAMME** IN TRANSLATION.

PB 15.3.1

Prof. G.S. Rao, Director, School of Humanities was requested to present the proposals for the **Diploma/Certificate** Programme in translation. Prof. Rao emphasised that it was necessary to launch a Diploma Programme for the following reasons:

- (i) Though the Planning Board had **approved** a Certificate **Programme** in Translation at the last meeting, unless the programme is offered at the diploma level it will not have utility as the minimum qualification prescribed for most jobs is Diploma;
- (ii) The Certificate Programme will be in addition to the Diploma as it will serve a different target group; and
- (iii) The Diploma Programme will be so designed as to constitute a module of an MA programme in the future.

PB 15.3.2 The matter was considered at length by the Planning Board and it was resolved that the University may launch a Diploma Programme in translation and the Certificate programme may, if possible, be a module of the Diploma Programme. The Planning Board also decided that the programmes should cover translation from English to **Hindi** and vice versa and that they should be enlarged later in collaboration with the State Open Universities like the YCMOU and **BRAOU** to include translation into other Indian languages as well.

PB 15.3.3 The Planning Board also resolved that since the university was now entering into new areas, it was necessary to make some assessment of the size of the learner groups for each programme and the costs involved in its development and delivery. The Schools will work out the details of the new programmes where necessary in consultation with a few experts. They should proceed with the processing of new proposals through Expert Committees, Course Writers etc., only after these details were considered and approved by the Planning Board. After the Planning Board has approved the new proposals, full Expert Committee meetings may be held at which the details of the courses, the work of nominating Course Writers, editors etc. may be done.

ITEM NO. 4 TO CONSIDER THE CERTIFICATE PROGRAMME ON AGEING.

PB 15.4.1 'Prof. A.B. Bose, Director, School of **Continuing** Education and Prof. P.K. Dutta, Director, School of Health Sciences presented the proposed programme. It was indicated that this was an awareness programme and since a large number of 'voluntary organisations are engaged in **this** work,

it may help train some of the staff of these organisations. The course was proposed in view of increase in the percentage of the population of the age of **60 years** and above and it was envisaged that people in lower age groups of 30 and 40 may also enroll for this programme so as to prepare for later life. The programme was open to those whose educational qualifications was 10 plus 2.

PB 15.4.2

The matter was considered by the Planning Board in some detail in terms of the number of persons who are likely to take up this programme as well as the cost involved in its launching. The Planning Board noted that awareness generation forms a part of the objectives of the IGNOU and programmes designed to promote health awareness seek to fulfil that objective. The Planning Board resolved that the University may launch a non-credit awareness course which should include a module on **health** care with reference to old age and other relevant components. The proposals in final form for launching the awareness course may be placed before the Planning Board at the next meeting.

ITEM NO. 5

TO CONSIDER INTEGRATED PROGRAMMES OF STUDY IN RURAL DEVELOPMENT.

PB 15.5.1

Prof. A.B. Bose explained the details of the programme. The members noted that the programme in Integrated Rural Development was socially relevant and functionally useful. At Chairman's instance it was resolved that to start with the University may launch programmes in one or two specialisations. It would be necessary to enlist the user department's cooperation and support for the programmes and the concerned departments of the Government must be approached for financial support. Subject to the above, the Planning Board approved the launching of the programmes in Integrated Rural Development.

ITEM NO. 6

TO CONSIDER THE REGULATIONS FOR THE MEETINGS OF THE PLANNING BOARD.

PB 15.6.1

The Planning Board considered the regulations for the meetings of the Planning Board and approved the same. The approved regulations are at Appendix-1.

ITEM NO. 7

TO CONSIDER THE PROJECT PROPOSAL OF THE PROGRAMME DIPLOMA IN TEACHER EDUCATION (DPE).

PB 15.7.1.

Prof. M.B. Menon, Director, School of Education, explained the proposal for launching a programme of Diploma in Teacher Education meant for primary

teachers. This programme is to be launched in coordination with the NCERT. The matter was considered at length by the Planning Board and it was resolved that the School of Education should initiate efforts to launch the B.Ed., Programme as the first priority as there was a need for launching a quality B.Ed., Programme through distance education mode for the training of teachers all over the country. The Planning Board also approved the proposal for launching the Diploma in Teacher Education and resolved that the concerned State Governments may be approached through NCERT for the purpose of providing necessary incentives to the persons who acquire the Diploma in Teacher Education and thereby ensure adequate enrolment. The Planning Board suggested that some of the courses in the diploma programme may be used for the proposed B.Ed. programme also.

ITEM NO.8

TO CONSIDER THE PROPOSALS OF SCHOOL OF COMPUTER AND INFORMATION SCIENCES ON PROGRAMMES OF COMPUTER EDUCATION/APPLICATIONS.

PB 15.8.1.

Prof. M.M. Pant, Director, School of Computer and Information Sciences, explained the proposals indicating the various aspects of launching a quality programme with necessary practical training. While considering the above proposals, the Planning Board suggested that the Diploma in Computer Education may be taken up later. It was also noted that the courses would be offered at selected institutions with necessary infrastructure and that only **approved/recognised** institutions will be used for training. The Planning Board considered the proposals and **approved** the launching of the PG Diploma, Advanced Diploma and Masters Degree in Computer Applications as proposed.

ITEM NO.9,

TO REPORT ON THE ESTABLISHMENT OF THE STAFF TRAINING AND RESEARCH INSTITUTE OF DISTANCE EDUCATION (STRIDE).

PB 15.9.1

The Planning Board noted the establishment of the Staff Training and Research Institute in Distance Education for the purpose of providing training for the personnel in distance education. It was noted that initially the training will be for the distance education personnel within the country and later on the STRIDE would become a training centre for the South East Asian region. It was also noted that the COL would be funding STRIDE with a grant of Canadian dollars 50,000 per year for the next 3 years.

ITEM NO.10 TO REPORT ON THE TELECONFERENCING EXPERIMENT.

PB 15.10.1 The Planning Board noted the report on the 'experiment on tele-conferencing which was carried out by the University in collaboration with Indian Space Research organisation. The Planning Board noted the Chairman's statement that the University would be having a permanent **audio conferencing facility** linking **the Head** Quarters and all the Regional Centres as well as some State Open Universities. This facility which is being set up with aid from the **Commonwealth of Learning** will be used for **counselling** and for other contact programmes, as also training and **orientation** programmes of counsellors etc.

ITEM NO.11 TO CONSIDER THE APPOINTMENT .OF A COMMITTEE TO REVIEW THE PROGRAMMES IN MANAGEMENT EDUCATION OFFERED BY THE UNIVERSITY AND TO RECOMMEND THE FUTURE DIRECTIONS OF THEIR DEVELOPMENT.

PB 15.11.1 The Planning Board considered the proposal for review of the programmes offered by the School of Management Studies and resolved to constitute a five member committee to look into the matter and submit a report. The Chairman invited the members to suggest names for this committee. The following suggestions were made:

Dr J. Philip, Member of the Planning Board
Dr Narayan Seth
Dr Abad Ahmed
Dr Udai **Parikh**
Dr Neelamegham
Dr 'T.V. Ra'o
Prof. Prasanna Chandra
Prof. Sharu Rangnekar
Prof. Ashok Chandra
Prof. Vijay Aggarwal
Dr S.K. **Kucchal**
Dr **R.P.** Iyer

PB 15:11.2 The following terms of reference of the Committee were also approved:

- i)** To undertake a review of the programmes on offer in management education at present and in the **light** of such a **review** to **recommend** a perspective plan for management education in the next 5-10 years.

ii) To consider and recommend the structure and content of the programmes to be developed and launched and the measures necessary to assure their **quality**.

iii) To consider and recommend the **organisational** and the infrastructural support **required** for the proposed **programmes**.

PB 15.11.3 The Planning **Board** authorised the Vice-Chancellor to **constitute** the committee with the **member** of the Planning **Board** as Chairman.

ITEM NO. 12 TO CONSIDER A PROPOSAL FOR THE ESTABLISHMENT OF A SCHOOL OF LAW IN IGNOU.

PB 15.12.1 The Planning Board **considered** the **proposal** and approved the establishment of a School of Legal studies in view of the considerable **demand** for programmes of education in law especially in such areas as consumer protection laws, labour laws and **taxation** laws.

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

V.C. KULANDAI SWAMY
Vice-chancellor

INDIRA **GANDHI** NATIONAL OPEN UNIVERSITY
NEW DELHI

Regulations for the meetings of the planning Board

(Section 27 and Statute **27(2)** of the IGNOU Act)

1. These regulations may be called "Regulations for the meetings of the Planning Board, and they shall come into force from the date they are notified by the University.

2. The date for a meeting of the Planning Board, hereinafter referred to as Board, shall be fixed by the Vice-Chancellor, who is the Chairman of the Board.

3. The notice for a meeting of a Board shall be issued by the Registrar, designated by the Board of Management as its Member-Secretary.

4. Ordinarily, a notice in writing of 21 days shall be given for a meeting of the Board. Provided that an urgent meeting of the Board may be convened by giving a shorter notice for reasons to be recorded in writing by the Vice-chancellor.

5. The Registrar, designated by the Board of Management as its Member-Secretary, shall circulate, at least 7 days before the meeting, the notes on the items of the agenda to be considered at a meeting. Provided that it shall be open to the Chairman, at his discretion, to bring up such items which are urgent and important in nature for consideration at the meeting itself.

6. A special meeting of the Board may be convened by the Registrar, designated by the Board of Management as its Member-Secretary, if a request to this effect is received in writing from not less than 1/3rd of the total number of members of the Board, on a day to be fixed in consultation with the Vice-Chancellor. Members requisitioning such a special meeting should indicate the agenda item(s) which they propose to discuss at the meeting, and the special meeting will consider only those items. Provided that a special meeting shall not be held unless all the members who requisitioned such a meeting are present. Provided further that the requisition shall be deemed to have been cancelled if there is no quorum at such a meeting.

7. Where a meeting of the Board has been duly convened and no quorum is present within half an hour of the time appointed for the meeting, the meeting will be adjourned to the same day and time in the next week or to such other day and at such other time and place, as the members of the Board may decide, and notice for the adjourned meeting shall be sent to all the members of the Board. If no quorum is present at an adjourned meeting within half an hour of the appointed time, the members present shall constitute the quorum.

8. Where a matter is to be considered by a Board it shall, be open to the Chairman (Vice-Chancellor) to obtain the approval of the members of the Board by circulation. In that event, the draft resolution shall be circulated together with explanatory notes and copies of the papers and documents connected therewith and the draft **resolution** shall be deemed to have been approved, if **it is** signed by a majority of the members of the Board.

9. The **conduct** of business at a meeting of the Board shall be regulated by the Chairman.

10. Ordinarily all decisions shall be by consensus. However, if circumstances so warrant, the Chairman may put a resolution to vote and the decision shall be carried by a majority., In case of a tie, the Chairman shall have a casting vote as well.

11. The minutes of the meeting shall be prepared by the Registrar, designated by the Board of Management as its **Member-Secretary**, ordinarily within a week's time after the date of meeting, who shall submit the **same** to the **Chairman** for his approval. The minutes approved by the Chairman shall be circulated to the members for their comments. Comments, if any, received from the members shall be considered at the following meeting before **the** minutes are confirmed.

12. **The** decisions taken at a meeting of the Board may be implemented on the basis of the minutes prepared and approved by the Chairman.

13. The power to amend, repeal or add to these Regulations shall vest with the Board of Management.