



INDIRA GANDHI NATIONAL OPEN UNIVERSITY

SCHOOL OF HUMANITIES

**ACTION TAKEN REPORT ON ITEM NUMBER 61.3 OF THE SCHOOL BOARD
OF THE SCHOOL OF HUMANITIES**

The feedback analysis reports based on the questionnaires answered by the internal faculty of SOH and the external experts were presented before the SOH school board members in a meeting held online on the 25th of August 2020.

The feedback questionnaires had been answered in a positive manner by the internal faculty as well as the external experts - all of them being in agreement that the norms of course development are being followed as stipulated.

The feedback analysis reports were approved by the school board members as the overall consensus was that rigorous discussions had gone in the formulations that fall in the items of the questionnaires.

Therefore, as part of the ATR the forms are being forwarded to CIQA as required by them.

Prof. Neera Singh
Nodal Officer
School of Humanities



INDIRA GANDHI NATIONAL OPEN UNIVERSITY

SCHOOL OF Humanities (SOH)

FEEDBACK ANALYSIS REPORT OF SUBJECT EXPERTS ON THE DESIGN & DEVELOPMENT OF CURRICULUM

1.0: Preamble

A regular and rigorous system of feedback with all the stake holders, and the subject experts in particular, is very crucial and can go a long way in making both the quantitative and qualitative changes for the growth of the ODL.

2.0: About the School and experts involved

The School of Humanities had its genesis at the 8th meeting of the Board of Management, held on the 20th of May, 1988 (Item 8.10) The mandate of the School was to develop and offer academic programmes not only in English and Hindi but in other Indian languages as well, in order to perpetuate the larger vision and mission of the University. Foundation Courses in 16 Modern Indian languages have been designed and developed by the School.

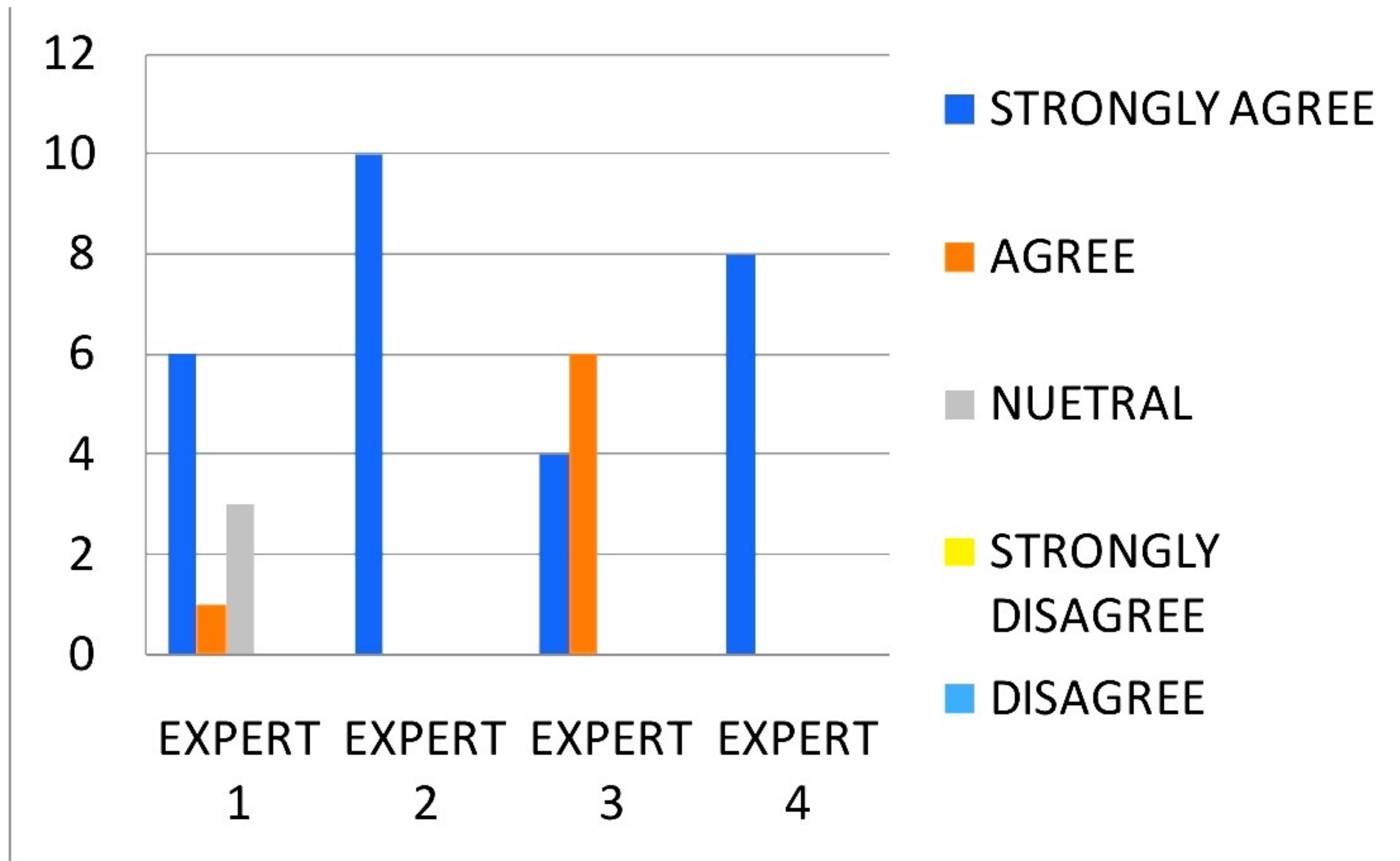
To develop the language and literature courses for our students, the School follows a well-defined programme development policy as approved by the University. While developing an academic programme, which involves curriculum design and course writing work, subject experts from all across the country are engaged, so that the courses at the UG and PG level are broad-based, comprehensive, inclusive and universally acceptable. Senior teachers from various Universities in the country are involved in the task of curriculum design, editing and other academic dimensions such as development of audio and video material for IGNOU students.

3.0: Methodology

In the University's efforts to engage with subject experts in the task of curriculum development and course writing, it is important that they have complete understanding and orientation into the philosophy and pedagogy practices of the Open and Distance education. It is also important for them to be familiar with the need analysis of the proposed Programme and what other factors have gone into the making of the proposal. It is imperative that the external subject experts know about the modalities of the curriculum review process. Self-Learning material is at the core of the ODL system and it is very

important that outside experts understand the learner-centric nature of IGNOU courses. Therefore, a questionnaire was designed to generate feedback from the subject experts. There were five options in the questionnaire: SA (Strongly agree), A (agree), N (Neutral), SDA (Strongly Disagree), DA (Disagree)

4.0: Feedback of Subject Experts



5.0: Analysis of the Feedback received

Based on the 10 core areas of the questionnaire, the subject experts gave independent and frank opinions which have shown that the School of Humanities is following the ODL principles in letter and spirit.

In the first question on whether the subject experts were briefed appropriately about the pedagogy of the Curriculum design and development in ODL, the responding experts expressed strong agreement.



In the next question on whether there was a discussion on Need Analysis before finalizing the curriculum, the experts unanimously responded strongly in the affirmative.

The experts also responded in the affirmative for the next question on whether the Subject Expert Committees discussed the curricula of other Universities.

The next question on whether suitable guidelines were provided to the curriculum development team, the experts responded in the affirmative.

The experts unanimously responded in strong agreement on the next question on whether the experts were involved in the curriculum review process

On the next question on whether feedback was discussed with others during framing the curriculum, the experts responded with their agreement, while one expert chose to remain neutral.

The next two questions on whether the curriculum matches with the programme and whether the curriculum was updated, the response was in the affirmative.

The experts were also in agreement for the last two questions on whether orientation was given in the development of the SLMs and whether the materials were learner centric.

6.0: Conclusion and recommendations

Subject experts have suggested that the revision exercise should be conducted every two years, so that the newer concepts and ideas can be incorporated to make the subject matter more contemporary. Also, they suggested that senior academics should be involved in higher learning programs such as PhD for advice and improvement, in an official capacity. The experts also felt that certificates of participation/ appreciation should be issued to all those involved in this enterprise. The overall consensus is that rigorous discussions have gone in the formulations that fall in the above items.

7.0: Annexure (Enclose Questionnaire format)





Indira Gandhi National Open University
New Delhi

FEEDBACK FORM FOR SUBJECT EXPERTS

Background Information

Name:

Age Group: 20-30 30-40 40-50 50 and above

Male: Female

Place of Employment:

Are You Associated with IGNOU:

If Yes, in what Capacity:

Subject /Discipline:

Teaching Learning is an important component in any Open University. Feedback is very important for University to grow. You have contributed in the design and development of the curriculum. To improve the system, kindly respond to the following statements.

SA: Strongly Agree, A: Agree, DA: Disagree, SDA: Strongly Disagree

S. No	Statement	SA	A	Neutral	SDA	DA
1	You were briefed about to the pedagogy of Curriculum Design Development in an OU					
2	Need Analysis was discussed before finalizing the Curriculum					

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3	Subject Expert Committees reviewed the curriculum of other universities					
4	Guidelines were provided for the development of the curriculum					
5	As subject experts you were involved in the curriculum review process					
6	Feedback from others like alumni and industry was discussed during the framing of curriculum					
7	Whether the Curriculum of your subject was updated					
8	Curriculum matches with the level of the programme					
9	Orientation was given in the development of Self Learning Material					
10	Self Learning Materials are Learner Centric					

List the areas that need attention to bring desired improvement in the system

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Minutes of the 61st School Board of the School of Humanities (SOH), Indira Gandhi National Open University

The 61st Meeting of the School Board of the School of Humanities was held on 25th August, 2020 at 11:30 a.m. online.

The following were present:-

Prof. Malati Mathur
Chairperson and Director
School of Humanities (SOH)

SOH Faculty Members – Professors (ex-officio)

- i) Prof. Shatrughna Kumar, Prof. of Hindi, SOH, IGNOU
- ii) Prof. Neera Singh, Prof. of English, SOH, IGNOU
- iii) Prof. Smita Chaturvedi, Prof. of Hindi, SOH, IGNOU
- iv) Prof. Nandini Sahu, Prof. of English, SOH, IGNOU
- v) Prof. Jitendra Kumar Srivastava, Prof. of Hindi, SOH, IGNOU
- vi) Prof. Parmod Kumar, Prof. of English, SOH, IGNOU

Members – SOH (IGNOU)

- i) Dr. Pema Eden Samdup, Assoc. Prof. of English, SOH, IGNOU
- ii) Ms. Mridula Rashmi Kindo, Assoc. Prof. of English, SOH, IGNOU
- iii) Dr. Malathy A, Asst. Prof. of English, SOH, IGNOU

Members – outside SOH (IGNOU)

- i) Prof. Neera Kapoor, SOS, IGNOU
- ii) Dr. Anjali C. Rametke, Assoc. Prof., SOMS, IGNOU

External Members

- i) Prof. Surabhi Bharati, Prof. of English, EFLU, Hyderabad
- ii) Prof. Simi Malhotra, Prof. of English, Jamia Millia Islamia, New Delhi
- iii) Prof. Dinesh Kumar Choubey, Prof. of Hindi, North Eastern Hill University, Shillong
- iv) Prof. Ramakant Pandey, Director, Mukta Swadhyaya Peetham(MSP) Rashtriya Sanskrit Sansthan, New Delhi
- v) Dr. Madhav Kaushik, Vice-president, Sahitya Akademi, Chandigarh

Special Invitees

- i) Dr. Qudsia Nasir, Consultant Urdu, SOH, IGNOU
- ii) Dr. Abdul Hafeez, Consultant Urdu, SOH, IGNOU
- iii) Dr. Arpita Tripathi, Consultant Sanskrit, SOH, IGNOU



Prof. Nehal A. Farooquee, School of Extension & Development Studies, IGNOU and Dr. Shashi Bhushan, Assoc. Prof., School of Computer and Information Sciences, IGNOU could not attend the meeting of the School Board.

The Chairperson of the School Board, Director SOH welcomed the School Board Members and thanked them for making it convenient to attend the meeting. Director SOH presented a detailed report of events and activities conducted by the school. The members appreciated the efforts and commended the school on its achievements in spite of the lockdown.

The following Agenda items were placed before the School Board Members, discussed and deliberated upon, and the following decisions were made:-

- 61.1** Confirmation of the Minutes of the 60th Meeting of the School Board of the School of Humanities held on 21 Feb 2020.

60th Meeting of the School Board of the School of Humanities was held on 21 Feb 2020. The minutes were circulated among the members of the School Board for their comments/observations. No comments were received on the minutes.

60th School board minutes were confirmed. (**Annexure 1**)

- 61.2** Action Taken Report on the Minutes of the 60th Meeting of School Board held on 21 Feb 2020.

The Action Taken Report on the minutes of the 60th Meeting of the School Board held on 21 Feb 2020 was placed before the Board.

Action Taken Report was confirmed. (**Annexure 2**)

- 61.3** To consider and approve two Feedback Analysis Reports, one based on the feedback from SOH Faculty Members and another from External Experts, required by CIQA for fulfilling NAAC's quality assurance guidelines.

The School Board considered and approved these two Feedback Analysis Reports. (**Annexure 3A & 3B**)



- 61.4 To consider and approve post facto the name of Prof. Anju S Gupta as Course writer of BAG course BEGS-183 (Writing and Study Skills).

The School Board considered and approved post facto the name of Prof. Anju S Gupta as Course writer. **(Annexure 4)**

- 61.5 To consider and approve the name of Prof. Anju S Gupta as Course editor of BAG course BEGG-173 (Academic Writing and Composition).

The School Board considered and approved the name of Prof. Anju S Gupta as Course editor. **(Annexure 5)**

- 61.6 To consider and approve the alternative option of Project work for the Students of PGDBP who are not able to do the Training and credit assignment (of 2 credits) to Viva.

The members discussed the proposal in great detail and approved giving learners the option of submitting a project plus viva as an alternative to the existing training plus viva. It was also discussed and approved to assign 2 credits to the Viva-Voce and the total credit weightage would be 30 credits. The viva would be conducted online. **(Annexure 6)**

- 61.7 To consider and approve the names of Course writers for CBCS BA Hindi Hons. courses BHDC-108 (Bhasha Vigyaan aur Hindi Bhasha), BHDC-109 (Hindi Upanyaas) and BHDE-143 (Premchand).

The School Board considered and approved the names of the course writers for CBCS BA Hindi Hons. courses BHDC-108, BHDC-109 and BHDE-143. **(Annexure 7)**

- 61.8 To consider and approve the names of unit writers for CBCS courses: BHDC-104, BHDC-105, BHDC-133, BHDE-144, BHDC-113 and BHDS-186.

The School Board considered and approved the names of unit writers for CBCS courses: BHDC-104, BHDC-105, BHDC-133, BHDE-144, BHDC-113 and BHDS-186. **(Annexure 8A & 8B)**



- 61.9** To consider and approve the name of Prof. Ramakant Pandey as course editor of MA Sanskrit courses MSK-001 (Sanskrit Sahityashaashtra evam Sahitya) and MSK-002 (Vyakaran).

The School Board considered and approved the name of Prof. Ramakant Pandey as course editor of MA Sanskrit courses MSK-001 and MSK-002. **(Annexure 9)**

- 61.10** To consider and approve the names of unit writers for MA Sanskrit courses MSK-001 (Sanskrit Sahityashaashtra evam Sahitya), MSK-003 (Darshan: Nyaay, Vedaant, Saankhy aur Meemansa) and MSK-005 (Vaidik Vangmay evam Bhartiya Sanskriti aur Sabhyata).

The School Board considered and approved the names of unit writers for MA Sanskrit courses MSK-001, MSK-003 and MSK-005. **(Annexure 10)**

- 61.11** To consider and approve the name of unit writer for CBCS BA Sanskrit Course BSKC-133 (Sanskrit Naatak).

The School Board considered and approved the name of unit writer for CBCS BA Sanskrit Course BSKC-133. **(Annexure 11)**

- 61.12** To consider and approve names for the Experts Committee of MA (Urdu) Programme.

The School Board considered and approved the names for the Experts Committee of MA (Urdu) Programme. **(Annexure 12)**

- 61.13** To consider and approve the lists of evaluators, question paper setters and question paper moderators for all courses of Urdu Programmes BAG, BULE, DUL and CUL: BAG Urdu courses (BAG-131, BAG-132, BAG-133, BAG-134, BUDE-141, BUDE-142, BULE-001, BULE-001, BULE-003, BULE-004, BULE-005, BULE-006), DUL Courses (OULE-001, OULE-002, OUL-003, OULE-005) and CUL Courses OUL-001 and OUL-002.

The School Board considered and approved the lists of evaluators, question paper setters and question paper moderators for all courses of Urdu Programmes (BAG, BULE, DUL and CUL). **(Annexure 13A, 13B & 13C)**



- 61.14** To consider and approve the lists of unit writers for courses of BAG (Urdu) Programme: BAG-134, BAG-141, BAG-142.

The School Board considered and approved the lists of unit writers for courses of BAG (Urdu) Programme: BAG-134, BAG-141 and BAG-142. **(Annexure 14A, 14B & 14C)**

- 61.15** To consider and approve the criteria for age and educational qualification for Certificate in Urdu Language (CUL) and Diploma in Urdu (DUL) Programmes.

The Admissions Review Committee of SED in its meeting held on 31st May, 2020 had requested the School to standardize the eligibility criteria for CUL and DUL.

There was proposal to set CUL minimum age limit to 16 years with no upper age limit and the educational criteria as 10th standard. For DUL the minimum age limit is proposed as 18 years with no maximum age limit and qualification as already given on SOH page and IGNOU Prospectus. (Annexure 15)

The School Board considered and approved the criteria for age and educational qualification for CUL and DUL Programmes. **(Annexure 15)**

- 61.16** To consider and approve the Progress Reports of PhD English Scholars from January – July 2020.

The School Board advised the PhD coordinator to get the progress reports approved by the DRC and then get them approved by the School Board through circulation.

- 61.17** To consider and approve the names of external evaluators for the evaluation of Doctoral theses submitted by: Ms Natasha Anand, Enrolment Number: 138000292, Title of Thesis: *Ma(r)king Men: The Construction of Masculinities in Jane Eyre, Wuthering Heights and The Tenant of Wildfell Hall* and Mr. Surender Kumar Rohilla, Enrolment No:173100852, Title of Thesis: *Superposition of Identity: A Study of the Selected Poems of James Thomson and T.S. Eliot*.

The School Board considered and approved the lists of the external evaluators for the evaluation of Doctoral theses submitted by: Ms Natasha Anand and Mr. Surender Kumar Rohilla **(Annexure 16)**



- 61.18** To consider and approve the Progress Reports of Ph D Hindi Scholars from January - July 2020.

The School Board advised the PhD coordinator to get the progress reports approved by the DRC and then get them approved by the School Board through circulation.

- 61.19** To consider and approve de-activation of registration of PhD Hindi Scholar Ms. Anju Bala recommended by the Doctoral Committee of Hindi Discipline.

The School Board considered and approved the de-activation of registration of PhD Hindi Scholar Ms. Anju Bala, control no. 182E47188, recommended by the Doctoral Research Committee meeting of Hindi Discipline held on 24 July 2020. **(Annexure 17)**

- 61.20** To consider and approve the request of PhD Hindi Scholar Ms. Savita to become a 'part time scholar' from a 'full time scholar' recommended by the Doctoral Committee of Hindi Discipline.

The School Board considered and approved the request of PhD Hindi Scholar Ms. Savita, enrolment no. 173100007, recommended by the Doctoral Committee meeting of Hindi Discipline held on 12 August 2020. **(Annexure 18)**



निदेशक / Director
मानविकी विद्यापीठ / School of Humanities
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Chairperson School Board
Director -School of Humanities
Indira Gandhi National Open University