INDIRA GANDHI NATIONAL OPEN UNIVERSITY

(Planning & Development Division)

MINUTES OF THE 45th MEETING OF THE ACADEMIC PROGRAMME COMMITTEE (APC), HELD ON 17th JULY , 2014 (WEDNESDAY), AT 02:30 PM IN THE BOARD ROOM, VICE CHANCELLOR'S OFFICE, IGNOU, MAIDAN GARHI, NEW DELHI-110068.

The following were present:

Prof. M. Aslam, Vice Chancellor	– Chairman
Prof. Nageshwar Rao, Pro-Vice Chancellor	– Spl. Invitee
Prof. Sushma Yadav, Pro-Vice Chancellor	– Spl. Invitee
Prof. P. Prakash, Pro-Vice Chancellor	– Member
Prof. J. B. G. Tilak, Professor & Head, NUEPA	– Member
Prof. A.R.Khan, Professor, SOSS	– Member
Prof. S.V.S. Choudhary, Director, RU	– Member
Prof. Debal K. Singharoy, Director, ACD	– Member
Prof. T.K.Jena, Director, SOHS	– Member
Prof. Annu J. Thomas, Director, SOGDS	– Member
Dr. Iftekhar Ahmed, Director, EMPC	– Spl. Invitee
Dr. S.K. Mohapatra, Director, RSD & Registrar, SED	– Spl. Invitee
Dr. Pankaj Khare, Registrar, SRD	– Spl. Invitee
Sh. J. Ernest Samuel ,Registrar, Admin.	– Spl. Invitee
Prof. T.U. Fulzele, Director, P&DD	– Member -Secretary

Ms. Shakila T. Shamsu & Shri Pankaj Khanna were present to assist the Member-Secretary. Sh. A.S. Chhatwal attended the meeting on behalf of Registrar, MPDD. Sh. L.M. Pandey, Finance Officer could not attend the meeting as Special Invitee due to pre-occupation.

The Member-Secretary welcomed the Chairman, new members and special invitees to the 45th meeting of Academic Programme Committee. In his opening remarks, the Chairman referred to the role and responsibility of the Academic Programme Committee in the design

and development of academic programmes and highlighted the three phases involved in the process of designing and development of new academic programmes of the University.

The Chairman then invited the Member-Secretary to present the agenda for the meeting.

A.P.C. 45.1 **To confirm the minutes of the 44th meeting of the Academic Programme Committee held on 02nd April, 2014 and Action Taken Reports (ATRs)**

A.P.C. 45.1.1 The Member-Secretary informed the Committee that the minutes of the 44th meeting of APC held on 02nd April, 2014 were circulated to the members. No comments on the 44th APC minutes were received from the members. The Committee confirmed the minutes of the 44th meeting of the APC.

A.P.C. 45.1.2 The Committee took note of the ATRs submitted by the respective Schools/Divisions. With regard to Action Taken Report (Item no. APC 44.3 Phase-3 Programme Launch Approval Form of MA in Translation Studies – MATS), the Committee agreed to launch this programme from the academic session commencing in January, 2015.

A.P.C. 45.2: **To consider the Phase-3 (Programme Launch Approval Form) of Certificate Programme for Professional Development of Primary Teachers (CPPDPT)**

A.P.C. 45.2.1 Prof. Saroj Pandey, Programme Coordinator of the above programme made a brief presentation on readiness of the programme for the launch in July, 2014 Admission Cycle. She apprised the Committee of the status of printed materials and audio-video components. This programme is being offered under the project mode supported by the Kendriya Vidyalaya Sangathan (KVS). The Committee was also informed that 4500 in-service primary teachers of KVS will be admitted in the July, 2014 session.

A.P.C. 45.2.2 The Committee members sought clarification regarding payment to the academic counsellors as it is being offered under the project mode. It was

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clarified by the Programme Coordinator that the necessary budgetary provisions are available under the Project to meet this expenditure. The Committee felt that there should not be any delay in the admission process and dispatch of study material must also be fast-tracked to ensure timely programme delivery.

A.P.C. 45.2.3   The Committee took note of the deliberations and approved the Phase-3 (Programme Launch Approval Form) of Certificate Programme for Professional Development of Primary Teachers for launch of the programme from July, 2014 Admission Cycle, to be reported to the Planning Board in its next meeting.

A.P.C. 45.3   **To consider the Phase-1 (Programme Proposal Form) of Certificate Programme in Performing Arts: Theatre Appreciation**

A.P.C. 45.3.1   Dr. Govindraju Bharadwaza, Programme Coordinator presented a brief overview on the objectives and target clientele of the proposed course, as a part of Phase-I.

A.P.C. 45.3.2   The Committee Members sought clarifications regarding eligibility criteria and justification for the proposed fee sharing ratio of 70:30 with 70% of fee share to Programme Centre and remaining 30% of fee share to IGNOU. The Committee suggested that the fee sharing with Programme Centre must adhere to the laid down procedures and practices of the University. The Committee also suggested that a detailed need assessment study be carried out so as to have realistic assessment of potential enrolment. The Committee was not convinced about the justification given for initiating this programme.

A.P.C. 45.3.3   The Committee directed the Programme Coordinator to re-submit the proposal with adequate justification along with the results of need assessment study in support of the proposed Certificate Programme of Theatre Appreciation, for its re-consideration.

A.P.C. 45.4   To consider and review Low Enrolment Programmes of the University

A.P.C. 45.4.1   The Academic Programme Committee was informed that the Planning and Development Division has compiled a list of 64 Academic Programmes which have an enrolment of less than 100 in at least one admission cycle out of the last three academic years (2011-12, 2012-13 and 2013-14). The data reveals that there are 23 programmes with an enrolment less than 10, 18 programmes with an enrolment less than 25; 17 programmes with an enrolment and less than 90 and remaining six programmes having enrolment ranging between 50 to 100.

A.P.C. 45.4.2   The Committee had detailed deliberations on this agenda item. The discussions revolved around factors of cost effectiveness, programme viability, gap between the expected and actual enrolment.

A.P.C. 45.4.3   The Committee suggested that the list of the Academic Programmes with low enrolment needs to be further classified school-wise, discipline-wise and level-wise to understand the enrolment trends as also the reasons for low enrolment.

A.P.C. 45.4.4   The Committee strongly felt that there is a need to work out strategies to maintain quality of academic programmes while ensuring their sustainability. The Committee recommended that a comprehensive study be undertaken as a Project with P&DD being the Nodal Division, to study and review low enrolment programmes and make appropriate recommendations for consideration.

A.P.C. 45.5:   To consider the Phase-I Form (Programme Proposal Form) of Certificate Programme for Professional Development of Trained Graduate Teachers.

A.P.C. 45.5.1   Dr. Yalavarthi Nirmal, Reader, SOE, Programme Coordinator made a brief presentation about the design of the proposed Programme. The Committee was informed that the programme would be delivered under the MOL.

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between IGNOU and KVS. The proposed Certificate Programme would impart knowledge and skills to Trained Graduate Teachers (TGT) employed in the KVS.

A.P.C.45.5.2   There was a discussion regarding the title of the proposed Programme. It was clarified that this programme is part of the Project of Professional Development of KVS Teachers. The Committee after deliberations suggested that the title of Programme be renamed as "Certificate Programme for Professional Development – Trained Graduate Teachers". The academic content and curriculum should remain the sole intellectual property of the University. The Joint Working Committee as suggested in the MOU with KVS be only considered an additional arrangement to ensure smooth implementation of the programme and not to replace or supersede any statutory committee of IGNOU. Further, the Committee members opined that the Expert Committee of this programme is too large and it was suggested that this needs to be rationalized with reduced numbers so as to make the curriculum framing as meaningful activity.

A.P.C. 45.5.3   The Committee took note of the deliberations and approved the Phase-1 (Programme Proposal Form) of Certificate Programme for Professional Development - Trained Graduate Teachers, to be reported to the Planning Board.

A.P.C. 45.6   **To consider the Guidelines developed for the design and delivery of Appreciation/ Awareness/ Non-Credit or similar varieties of other Academic/ Training Programmes**
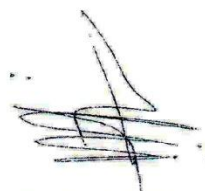
A.P.C. 45.6.1   The University has been launching several non-credit courses aimed at awareness, training and appreciation, which are quite different from the credit-based academic courses. In the 42nd meeting of the Academic Programme Committee held on 10th May, 2013, the Planning & Development Division was directed to constitute a Committee to draft the Guidelines for designing,

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developing and delivery of Appreciation/ Awareness/ Non-Credit or similar kinds of other Academic / Training Programme, to streamline the process. The Committee submitted its Report on 16th May, 2014.

A.P.C. 45.6.2   The Academic Programme Committee appreciated the efforts made by the said Committee constituted to draft the aforesaid guidelines and observed that design and delivery of Appreciation/ Awareness/ Non-Credit or similar varieties of other Academic/ Training Programmes be subjected to approval of the School Board only. The School/Division/Centre housing the perceived programme will also apprise the Academic Council about approval of the programme by the School Board/Approving Authority for information. The data about the students benefiting for these programmes be maintained by the respective Schools.

A.P.C. 45.6.3   The Committee approved the guidelines for design and delivery of Appreciation/ Awareness/ Non-Credit or similar varieties of other Academic/ Training Programmes.

The meeting ended with a Vote of Thanks to the Chair.

(Prof. T U Fulzele)
Member-Secretary
Academic Programme Committee

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