INDIRA GANDHI NATIONAL OPEN UNIVERSITY
(Planning & Development Division)

MINUTES OF THE 56th MEETING OF THE ACADEMIC PROGRAMME COMMITTEE (APC) HELD ON 30th OCTOBER 2018 (TUESDAY) AT 10:30 A.M. IN THE BOARD ROOM, VCO BLOCK, IGNOU, MAIDAN GARHI, NEW DELHI – 110068.

The following were present:-

1)	Prof. Nageshwar Rao, Vice Chancellor	Chairman
2)	Prof. Satyakam, Director, SOH	Member
3)	Prof. M.S.Senam Raju, Registrar, MPDD	Member
4)	Dr. Jagdish Sharma, Director, SOTST	Member
5)	Dr. M. Shanmugam, Director, RSD	Member
6)	Dr. Seema Chandok, Librarian	Member
7)	Prof. Swaraj Basu, Director, SOSS	Special Invitee
8)	Prof. S. Srilatha Registrar, SRD	Special Invitee
9)	Mrs. Vidya Sonal, Registrar, Admn.	Special Invitee
10)	Shri S.G. Swami, Registrar, SED	Special Invitee
11)	Dr. Pankaj Khare, Dy. Director, P&DD	Special Invitee
12)	Dr. Purnendu Tripathi, Dy. Director, VCO	Special Invitee
13)	Dr. Vandana Varma, Asstt. Director *(representing Director, ACD)*	Special Invitee
14)	Prof. T. U. Fulzele, Director, P&DD	Member Secretary

Prof. Vijayaraghavan M. Chariar, IIT-Delhi, Member of the Academic Programme Committee could not attend the meeting. Dr. Pankaj Khanna, Deputy Director, P&DD was present to assist the Member Secretary.

At the outset, the Member Secretary welcomed Members and Special Invitees to the 56th Meeting of the Academic Programme Committee. After which he formally welcomed the new Members, Prof. Vijayaraghavan M.Chariar, IIT-Delhi and Dr. M. Shanmugam, Director (RSD). He also placed on record appreciation for the former members Prof. M.K. Salooja and Prof. Ravi Shankar who have completed their term.

The Member Secretary informed that the revised new phase forms (PPF, PDF/ PPR and PRF) notified recently by ACD vide notification no. IG / ACD / AC-70 / Revised Forms / 2018 / 2653 dated 11th Oct. 2018 have also been implemented in the Agenda items of this meeting. After which, the Chairman and the Committee members applauded on this development and placed on record the appreciation of the work done in a short time for the implementation of the revised new forms by the Planning and Development Division.

The Member Secretary thereafter presented the Agenda Items with the permission of the Chair.

A.P.C. 56.1   **To confirm the Minutes of the 55ᵗʰ Meeting of the Academic Programme Committee held on 20ᵗʰ June 2018 and Action Taken Reports (ATRs).**

A.P.C. 56.1.1   The Member Secretary informed that the Minutes of the 55ᵗʰ Meeting of the Academic Programme Committee were circulated to the Members of the Committee. As no comments were received, the Member Secretary proposed for confirmation of the same.

The Committee took note of the Action Taken Reports (ATRs) on the recommendations of the Academic Programme Committee.

A.P.C. 56.1.2   *Ref. item No. 55.2:* Certificate in Chemical-Biological-Radiological-Nuclear & Explosive (CBRNE) Medical Management Programme.

A.P.C. 56.1.3   The Member Secretary informed the Committee about the action taken report submitted by the School of Health Sciences (SOHS), report of the Committee constituted to discuss the various issues with INMAS, DRDO on 26ᵗʰ July 2018, School Board Minutes and the expert Committee report.

The Committee after detailed deliberations on the nomenclature and Programme Proposal Form (PPF) of Post Graduate Certificate in Chemical – Biological – Radiological – Nuclear & Explosive (CBRNE) Medical Management Programme suggested renaming the programme as Post Graduate Certificate in Medical Disaster Management, which may be discussed in the Core Committee constituted under the MoU.

A.P.C. 56.1.4   The Committee in continuation to above also discussed that the programme nomenclature were generally Degree, Diploma, PG Diploma and Certificate. The Post Graduate Certificate programme with six month as proposed should reflect the true spirit of the academic programme since the University wishes to ensure the observations of minimum standards of instructions before award of any degree. It was opined that the proposed nomenclature Post Graduate Certificate programme may be further looked into since the Planning Board of the University had also concerns on the nomenclature of the said programme.

The Committee after detailed deliberations recommended that a Committee may be constituted to examine this issue in a larger context to re-look into the nomenclature of degrees being offered by the University. In order to ensure the minimum standards of instructions before award of degrees, a policy guideline document on the nomenclature of degrees having minimum entry qualifications, credit structure and duration of the programme may worked-out in view of

recent UGC regulations.

A.P.C. 56.1.5 The Committee confirmed the Minutes of its 55th meeting with above observations.

A.P.C. 56.2 **To consider the Phase -1 (Programme Proposal Form) of Master of Arts (Sanskrit).**

A.P.C. 56.2.1 The Member Secretary informed the Committee that the School of Humanities (SOH) has submitted Phase-1 and Programme Proposal Form (PPF) of Master of Arts (Sanskrit).

After deliberations, the Director (SOH) and Programme coordinator of the programme informed that it will be launched from January 2020 session.

A.P.C. 56.2.2 The Committee recommended for approval of Phase-1 and Programme Proposal Form (PPF) of Master of Arts (Sanskrit).

A.P.C. 56.3 **To consider the Phase -1 (Programme Proposal Form) of Master of Arts (Urdu).**

A.P.C. 56.3.1 The Member Secretary informed the Committee that the School of Humanities (SOH) has submitted Phase-1 and Programme Proposal Form (PPF) of Master of Arts (Urdu).

After deliberations, the Director (SOH) and Programme coordinator of the programme informed that it will be launched from January 2020 session.

A.P.C. 56.3.2 The Committee recommended for approval of Phase-1 and Programme Proposal Form (PPF) of Master in Arts (M.A) in Urdu.

A.P.C. 56.4 **To consider the Phase -1 (Programme Proposal Form) of Post Graduate Diploma in Electronic Media.**

A.P.C. 56.4.1 The Member Secretary informed the Committee that the School of Journalism and New Media Studies (SOJNMS) has Phase-1 and Programme Proposal Form (PPF) of Post Graduate Diploma in Electronic Media.

A.P.C. 56.4.2 The Committee noted after going through the details that the initial proposal for the said academic programme was initiated in November 2016 and the School has taken around 2 years in reaching the present status.

The Programme Coordinator from School of Journalism and New Media Studies took note of above and presented the entire details of the programme. The School Board has already approved the Post Graduate Diploma in Electronic Media.

A.P.C. 56.4.3   The Committee recommended for approval of Phase-1 and Programme Proposal Form (PPF) of Post Graduate Diploma in Electronic Media.

A.P.C. 56.5   **To consider the Phase -1 (Programme Proposal Form) of Certificate in Municipal Solid Waste Management.**

A.P.C. 56.5.1   The Member Secretary informed the Committee that the School of Engineering and Technology (SOET) has submitted Phase-1 and Programme Proposal Form (PPF) of Certificate in Municipal Solid Waste Management. He submitted that a similar programme entitled Certificate in Solid Waste Management from another School (SOITS) was also proposed as an agenda Item no. 9.

A.P.C. 56.5.2   The Committee decided to deliberate both the programmes simultaneously and called the Programme Coordinator(s) from School of Engineering and Technology (SOET) and School of Inter-disciplinary Studies (SOITS). The Prog.amme coordinators from both the Schools presented the academic features of their respective programme, financials involved in the design, development and launch of the proposed programme.

A.P.C. 56.5.3   After deliberations on the nature and nomenclature of two programmes it was suggested that the SOET's programme could be on the treatment techniques of solid waste and SOITS programme could be on the general management of solid waste, developed initially in Hindi medium for effective awareness and practices.

The Committee also advised that the major portions of Unit writing work for the proposed programmes may be taken by the respective School faculty members. The elective and practical course may be kept minimum as per academic requirements and the SLM course materials may provided initially through digital medium through Online mode (website /app) to the students. The Progr.mme Coordinator(s) agreed to develop and provide SLM through digital medium to the learners.

A.P.C. 56.5.4   The Committee recommended for approval of Phase-1 and Programme Proposal Form (PPF) with revised nomenclature of Certificate in Solid Waste Treatment Techniques initially through English Medium.

A.P.C. 56.6	**To consider the Phase -1 (Programme Proposal Form) of Diploma in Management of Smart Cities Infrastructure.**

A.P.C. 56.6.1

The Member Secretary informed the Committee that the School of Engineering and Technology (SOET) has submitted Phase-1 and Programme Proposal Form (PPF) of Diploma in Management of Smart Cities Infrastructure.

The Programme Coordinator from School of Engineering and Technology presented the main features, the target groups, needs to manage the smart cities infrastructure and smart cities concepts like urban automation systems, smart city concepts etc.

A.P.C. 56.6.2

The Committee after detailed deliberations suggested that the School can explore the possibility of offering the programme Online through Swayam platform.

A.P.C. 56.6.3

The Committee after deliberations suggested that Programme Proposal Form (PPF) Diploma in Management of Smart Cities Infrastructure be offered initially through MOOC and same be converted into a programme later on.

A.P.C. 56.7

To consider the Phase -1 (Programme Proposal Form) of Post Graduate Diploma in Computer Applications.

A.P.C. 56.7.1

The Member Secretary informed the Committee that the School of Computer and Information Sciences (SOCIS) has submitted Phase-1 and Programme Proposal Form (PPF) of Post Graduate Diploma in Computer Applications. The Director (SOCIS) and Programme coordinator presented the concepts, main features and need of the proposed PGDCA programme.

A.P.C. 56.7.2

The Committee recommended for approval of Phase-1 and Programme Proposal Form (PPF) of Post Graduate Diploma in Computer Applications (PGDCA) and advised that there shall be no lateral entry from PGDCA into MCA programme; however, a student of MCA programme can seek credit transfer as per university norms.

A.P.C. 56.8

To consider the Programme Proposal Form (PPF) of following 10 programmes:
1) **Certificate for General Duty Assistant**
2) **Certificate for Geriatric Care Assistant**
3) **Certificate for Phlebotomist**
4) **Certificate for Home Health Assistant**
5) **Certificate for Diabetes Educator**
6) **Certificate for Dietetic Assistant**

7) **Certificate for Emergency Medical Technician Basic**
8) **Certificate for Vision Technician**
9) **Certificate for Medical Equipment Technology Assistant**
10) **Certificate for Sanitary Health Inspector**

A.P.C. 56.8.1   The Member Secretary informed the Committee that the School of Health Sciences (SOHS) has submitted Phase-1 and Programme Proposal Form (PPF) for 10-programmes.

The Programme coordinator from School of Health Sciences presented the academic features of the programme(s). He informed that as per Memorandum of Understanding (MoU) signed with Ministry of Health and Family Welfare (MH&FW) the programmes were completely funded by the Ministry and about Rs. 15-crores will be provided by them for the design, development and launch of the proposed programmes. He expressed his commitment to launch four programmes in the first phase by January 2019 and two programmes in July 2019 cycle. He also presented the revised nomenclature of these six programmes, which will be developed and launched as per University norms. The Programme Coordinator further submitted that every proposed Certificate programme is NSQF level 3 compliant and there will be an Internship of 6 months to attain NSQF level 4. Certificate on completion of the Internship shall be issued by STC.

A.P.C. 56.8.2   The Committee after deliberations recommended for the approval of Programme Proposal Form (PPF) of following six programmes with its proposed revised nomenclature:
   1) Certificate in General Duty Assistance
   2) Certificate in Geriatric Care Assistance
   3) Certificate in Home Health Assistance
   4) Certificate in Phlebotomy Assistance
   5) Certificate in Comprehensive Diabetes Care
   6) Certificate in Dietetic Assistance

A.P.C. 56.9   To consider the Phase -1 (Programme Proposal Form) of Certificate in Solid Waste Management.

A.P.C. 56.9.1   The Committee had already deliberated on it with the previous Item no. 56.5.

A.P.C. 56.9.2   The Committee recommended for approval of Phase-1 and Programme Proposal Form (PPF) of Certificate in Solid Waste Management initially through Hindi Medium.

A.P.C. 56.10	**To consider the Phase -3 (Programme Launch Approval Form) of Post Graduate Diploma in Environmental and Occupational Health.**
A.P.C. 56.10.1	The Member Secretary informed the Committee that the School of Inter-disciplinary Studies (SOITS) has submitted Phase -3 (Programme Launch Approval Form) of Post Graduate Diploma in Environmental and Occupational Health.
A.P.C. 56.10.2	The Committee took note of the readiness and accorded approval for the Phase -3 (Programme Launch Approval Form) of Post Graduate Diploma in Environmental and Occupational Health.
A.P.C. 56.11	**To consider the Phase -3 (Programme Launch Approval Form) of Post Graduate Certificate in Climate Change.**
A.P.C. 56.11.1	The Member Secretary informed the Committee that the School of Inter-disciplinary Studies(SOITS) has submitted Phase -3 (Programme Launch Approval Form) of Post Graduate Certificate in Climate Change.
A.P.C. 56.11.2	The Committee took note of the readiness and accorded approval for the Phase -3 (Programme Launch Approval Form) of Post Graduate Certificate in Climate Change.
A.P.C. 56.12	**To Consider the Phase–1 (Programme Proposal Form) of Post Graduation Certificate in Adaptation as Translation leading to Post Graduation Diploma in Adaptation as Translation.**
A.P.C. 56.12.1	The Member Secretary informed the Committee that the School of Translation Studies (SOTST) has submitted Phase -1 (Programme Proposal Form) of Post Graduation Certificate in Adaptation as Translation leading to Post Graduation Diploma in Adaptation as Translation. The Director (SOTST) and Programme coordinator from School of Translation Studies presented the academic features of the proposed translation programme.
A.P.C. 56.12.2	The Committee after deliberations accorded approval for the Phase-1 and Programme Proposal Form (PPF) of Post Graduation Certificate in Adaptation as Translation leading to Post Graduation Diploma in Adaptation as Translation.

A.P.C. 56.13

To adopt University Grants Commission (Online Courses or Programmes) Regulations, 2018.

A.P.C. 56.13.1

The University Grant Commission (UGC) has issued a notification on 04ᵗʰ July 2018 for the regulation of Online Courses. This regulation lay down the minimum standards of instruction for the grant of Certificate or Diploma or Degree, through online mode, delivered through interactive technology using internet. In this regulation, UGC has defined eligibility criteria for higher educational institutions for offering online courses, application for the online courses or programmes, approval process, operation of the Online Courses and programmes, Course or Programme Monitoring and renewal, Quality Assurance.

A.P.C. 56.13.2

The Committee after deliberations recommended for adoption of the University Grants Commission (Online Courses or Programmes) Regulations, 2018 and proposed that it may be placed before the next Academic Council meeting.

A.P.C. 56.14

The item (ATR) for Diploma in Advertising and Persuasive Media from the School of Journalism and New Media Studies (SOJNMS) received on 29ᵗʰ Oct. 2018 be placed for consideration of the Committee in the next meeting.

The Meeting ended with thanks to the Chair.

(Prof. T.U.Fulzele)
Member Secretary-APC