INDIRA GANDHI NATIONAL OPEN UNIVERSITY
***School of Agriculture* (SOA)**

Minutes of the 16th Meeting of the School Board held on 13th August, 2010.

The 16th Meeting of the School Board (SB) was held on 13th August, 2010 at 11:30 AM in the Conference Room of School of Agriculture, Block G, Academic Complex, IGNOU, Maidan Garhi, New Delhi-68. The following members were present:

1.	Prof. M.K. Salooja, Professor, SoA,	Chairman
2.	Prof. B.S. Hansra, Director, SoA	Member
3.	Dr. A.K. Srivastava, Director, NDRI, Karnal	Member
4.	Prof. K.V. Peter, Director, World Noni Research Foundation, Adyar, Chennai	Member
5.	Dr. T.B.S. Rajput,Project Director, WTC, IARI, New Delhi	Member
6.	Dr. J.P.Maurya, AIA, MoFPI, New Delhi (deputed by the Joint Secretary)	Invitee
7.	Dr. Kamal Yadava, Professor, SoMS	Member
8.	Dr. Manoj Kulsrestha, Associate Professor, SoET	Member
9.	Dr. S. K Yadav, Associate Professor, SoA	Member
10.	Dr. Praveen Kumar Jain, Asstt. Professor, SoA	Member
11.	Dr. P Vijayakumar, Asstt. Professor, SoA	Member
12.	Dr. J.S. Sindhu, Sr. Consultant, SoA	Special Invitee
13.	Prof. Ranvir Kumar, Sr. Consultant, SoA	Special Invitee
14.	Mr. Tanay Joshi, Jr. consultant, SoA	Special Invitee
15.	Miss Sakshi LAmba, Jr. consultant, SoA	Special Invitee
16.	Dr. M. Sinhamahapatra, Asstt. Professor, SoA	Member

Mr. K. Rajeswara Rao, Dr. K.D.Kokate, Dr. M. L. Koul and Dr. Sonia Sharma could not attend the meeting. Mr. K. Rajeswara Rao, Joint Secretary, MoFPI deputed Dr. J.P.Maurya, AIA, MoFPI to attend the meeting.

At the outset, the Chairman welcomed the members to the 16th meeting of the School Board. He outlined the important activities/events undertaken by the School after the last School Board meeting held on 9th April, 2010. He also presented the admission data for various programmes of the School. The members pointed out that low enrollment in few programmes needs to be scientifically analyzed. They opined that the following may be the reasons for low enrollment:

- Lack of awareness among the target group
- Non-availability of programme study centers
- High programme fees
- Quality of the Self Learning Materials (SLMs)
- Quality of counseling at the programme study centers (PSCs)

The members suggested the following to overcome the problem of low enrollment:

- Organizing brainstorming session or workshop to reflect upon the problem
- Establishment of more programme study centers
- Local advertisement
- Reducing fee amount
- Involving community colleges
- Monitoring of counseling at the PSCs
- Review of (SLMs)

The agenda items were taken in seriatim and discussion made are as follows:

Item No. SB. 16.1 : To confirm the minutes of the 15th Meeting of the School Board held on 09.04.2010 and the action taken report

SB.16.1.1 The Chairman informed that minutes of 15th Meeting of the School Board held on 9th April, 2010 were circulated to all the School Board Members. He added that the comments received from one of the Board members has been included in the minutes and the minutes may please be confirmed.

SB.16.1.2 Action Taken Report on Minutes of the 15th School Board meeting:

SB.15.2: To consider and approve the Phase III form for Ph.D. in Dairy Science and Technology.
The programme is on offer from July, 2010 session.

SB.15.3: To consider and approve the Phase III form for PG Diploma in Food Technology.
The title of the programme has been modified as 'PG Diploma in Food Science and Technology' as per the suggestion of the School Board and request has been made to P&DD for modified programme code.

SB.15.4: To consider and approve the modified title of Diploma in Paraveterinary Service.
The modified title of the programme is Diploma in Animal Husbandry and P& DD has assigned new programme code as 'DAH'.

SB.15.5: To consider and approve the list of the unit writers and editors for Diploma in Animal Husbandry
The Units have been allotted to the writers and editors.

SB.15.6: To consider and approve the list of the unit writers for Diploma in Horticulture.
The Units have been allotted to the writers and editors.

SB.15.7: To consider and approve the list of unit writers and editors of Certificate in Beekeeping.
The Units have been allotted to the writers and editors.

SB.15.8: To consider and approve the proposal for monitoring of the PSCs.
It is endorsed in Faculty Council and faculty is working upon.

SB.15.9: To consider and approve the proposal for visit to Academic Institutions/ Industrial Units for establishment of new PSCs.
It is endorsed in Faculty Council and faculty is working upon.

SB.15.10: To consider and approve the list of the paper setters for the programmes: Diploma in Dairy Technology, Diploma in Value Added Products from Fruits and Vegetables and PG Diploma in Food Safety and Quality Management.
Approved list of the paper setters has been communicated to SED.

SB.15.11: To consider and approve the list of the paper setters for PG Diploma in Plantation Management.
Approved list of the paper setters has been communicated to SED.

SB.15.12: To consider and approve the Answer sheet evaluators for PG Diploma in Plantation Management.
Approved list of the paper setters has been communicated to SED.

SB.15.13: To consider and approve the list of the paper setters for PG Certificate in Agriculture Policy.
Approved list of the paper setters has been communicated to SED.

SB.15.14: To consider and approve the Answer sheet evaluators for PG Certificate in Agriculture Policy
Approved list of the paper setters has been communicated to SED.

SB.15.15: To consider and approve the new names of Unit Writers and Hindi translators and vettors for the certificate in Water Harvesting and Management.
The Units have been allotted to the writers, Hindi translators and vettors.

SB.15.16: To consider and approve the names of the course editors for the Diploma in Watershed Management.
The Units have been allotted to the new editors.

SB.15.17: To consider and approve the additional list of the Term End Examination paper setters and answer sheets evaluators for various courses in different programmes of the School of Agriculture.
Approved list of the paper setters has been communicated to SED.

SB.15.18: To consider and approve the List of answer sheet evaluators (Hindi) for Certificate in Poultry Farming.
Approved list of the paper setters has been communicated to SED.

SB.15.19: Qualifying the term professional experience for the purpose of Research Supervisor in Agriculture.
Approved qualification of Research Supervisor in terms of professional experiences has been communicated to the Research Council.

SB.15.20: To consider and approve the progress reports of 5 part time student pertaining to Ph. D. in Agriculture Extension.
Approved progress reports have been communicated to Research Unit.

SB.15.21: To consider and approve the Concept note of Entrepreneurship Development Programme on Integrated Nutrient Management in Agro-Horticulture.
Unit writing work has been assigned and completed.

SB.16.1.3 **The Board confirmed the minutes (Annexure-1) of the 15th Meeting of the School Board.**

Item No. SB. 16.2 : To consider and approve the Phase-III form with revised evaluation methodology of Ph.D. in Dairy Science and Technology

SB.15.2.1 The Programme Coordinator, Prof. M. K. Salooja presented the revised Phase-III form for Ph. D in Dairy Science and Technology. He informed that the Phase-III form has already been approved by the 15th School Board. He explained that the weightage of the two components of theory viz. continuous assessment and term end examination has been modified and included in the revised form. The revised weightage of continuous assessment and term end examination is 30% and 70% of the theory, respectively.

SB. 16.2.2 The Board members suggested that no external advisor should guide more than one Ph.D. student from IGNOU.

SB. 16.2.3 **The revised Phase III form for Ph. D. in Dairy Science and Technology was approved by the Board.**

Item No. SB. 16.3 : To consider and approve the revised eligibility requirement for Ph.D. in Dairy Science and Technology

SB.16.3.1 The Programme Coordinator, Prof. M. K. Salooja enlightened the Board about the revised eligibility requirement for Ph.D in Dairy Science and Technology i.e. making eligible the *M.Sc (Agriculture Processing and Food Engineering) with B. Tech (Dairy Technology)* and also informed that the revised eligibility requirement has been included in the revised Phase-III form.

SB.16.3.2 The Board suggested that M.V.Sc in Livestock Products Technology/Animal Products Technology may be added in the eligibility requirement.

SB.16.3.3 **The Board approved the revised eligibility requirement for Ph.D. in Dairy Science and Technology**.

Item No. SB. 16.4: To consider and approve the implementation modalities of PG Diploma in Food Safety and Quality Management.

SB. 16.4.1 The Programme Coordinator, Prof. M. K. Salooja explained the implementation modalities for the students enrolled for PG Diploma in Food Safety and Quality Management courses from the locations where the PSC does not exist for this. The already established PSCs will be requested to conduct the counseling sessions separately for these students.

S.B. 16.4.2 The Board suggested that the School has to ensure that the PSCs should not be overcrowded.

S.B. 16.4.3 **The Board approved the implementation modalities of PG Diploma in Food Safety and Quality Management.**

Item No. SB.16.5 : To consider and approve the Phase-III form with revised evaluation methodology of PG Diploma in Food Science and Technology

SB.16.5.1 The Programme Coordinator, Dr. M. Sinhamahapatra presented the revised Phase-III form mentioning that the weightage of the two components of theory viz. continuous assessment and term end examination has been modified and included in the revised form. The revised weightage of continuous assessment and term end examination is 30% and 70% of the theory, respectively.

SB.16.5.2 **The Board approved the revised phase-III form of PG Diploma in Food Science and Technology.**

Item No. SB.16.6: To consider and approve the Phase-III form of Masters' in Agri-Business Management.

SB.16.6.1 The Programme Coordinator, Dr. P.K. Jain presented the Phase-III form of Masters' in Agri-Business Management. He explained the objectives, eligibility criteria, programme structure, delivery mechanism and evaluation methodology of the programme.

SB.16.6.2 **The Board approved the Phase-III form of Masters' in Agri-Business Management**

Item No. SB.16.7: To consider and approve the list of the paper setters for Ph.D in Agriculture Extension

SB.16.7.1 The Programme Coordinator, Prof. B.S. Hansra presented the list of paper setters for Ph.D in Agriculture Extension.

SB.16.7.2 **The Board approved the list of paper setters for Ph.D in Agriculture Extension. List is annexed (Annexure-2).**

Item No. SB.16.8 : To consider and approve the list of external and internal examiners for the programmes of SOA

SB.16.8.1 The Director, SOA presented the list of external and internal examiners for the various programmes of the school.

SB.16.8.2 The Board suggested additional names of eminent experts who can be contacted as external examiners for different programmes.

SB.16.8.3 **The Board approved the list of external and internal examiners for the programmes of SOA. List is annexed (Annexure-3).**

Item No. SB.16.9: To consider and approve the name of Editors/Vetters (9 regional languages) of Certificate in Sericulture

SB.16.9.1 The Programme Coordinator, Dr. P. Vijayakumar presented the list of of Editors/Vetters (9 regional languages) of Certificate in Sericulture.

SB.16.9.2 **The Board approved the name of Editors/Vetters (9 regional languages) of Certificate in Sericulture. List is annexed (Annexure-4).**

Item No.SB.16.10:To consider and approve the Hindi Translators and editors of "Diploma in Fish Products Technology"

SB.16.10.1 The Programme Coordinator, Dr. P. Vijayakumar presented the list of Hindi Translators and editors of "Diploma in Fish Products Technology".

SB.16.10.2 **The Board approved the list of Hindi Translators and editors of "Diploma in Fish Products Technology". List is placed at Annexure-5.**

Item No. SB.16. 11: To consider and approve the list of the unit writers for PG Diploma in Food Science and Technology.

SB.16.11.1 The Programme Coordinator, Dr. M.Sinhamahapatra presented the list of the unit writers for PG Diploma in Food Science and Technology.

SB.16.11.2 The Board suggested additional name of one expert from NDRI, Karnal as unit writer for the programme.

SB.16.11.3 **The Board approved the list of the unit writers for PG Diploma in Food Science and Technology. List is placed at Annexure-6.**

Item No. SB.16. 12: To consider and approve the name of Hindi Translators for translation of programme brochures, question papers and assignments of School of Agriculture

SB.16.12.1 Dr. P. Vijayakumar presented the names of Hindi Translator for translation of programme brochures, question papers and assignments of School of Agriculture.

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SB.16.12.2 The Board suggested that the School may take advice from SED whether the question papers can be translated by the external translators or the translation should be done by the translation division of IGNOU.

SB.16.12.3 **The Board approved the name of Hindi Translators for translation of programme brochures, question papers and assignments of School of Agriculture. List is annexed (Annexure-7).**

Item No. SB.16. 13: To consider and approve the collaboration with Professional Alliance for Conservation Agriculture

SB.16.13.1 Dr. S. K. Yadav apprised about the collaboration of the School with Professional Alliance for Conservation Agriculture.

SB.16.13.2 The Board suggested that the School should start lower level programmes like Awareness or Certificate programme in the area of Conservation Agriculture.

SB.16.13.3 **The Board approved the proposal of collaboration with Professional Alliance for Conservation Agriculture.**

Item No. SB.16. 14: To consider the application of Mr. Neeraj Mishra for admission in Ph. D. in Dairy Science and Technology

SB.16.14.1 The Programme Coordinator, Prof. M.K. Salooja reported that Mr. Neeraj Kumar presented his Ph. D Synopsis in front of the Doctoral committee and the committee unanimously decided that Mr. Kumar may be advised to revise and resubmit his synopsis for consideration by the Doctoral Committee.

SB.16.14.2 **The Board agreed with the decision of the Doctoral Committee.The Minutes of the Doctoral Committee is placed at Annexure- 8.**

Item No. SB.16. 15:To consider and approve the applications of the candidates for admission to Ph. D. in. Agriculture Extension for July 2010 Session.

SB.16.15.1 The Programme Coordinator, Prof. B. S. Hansra informed the School received a total of 12 applications for admission to Ph.D. in Agriculture Extension and 6 candidates qualified the entrance test. He reported that the qualified candidates presented their Ph. D Synopsi in front of the Doctoral committee and the Committee recommended 4 candidates for admission in Ph. D programme for July, 2010 session. All the selected candidates were asked by the Doctoral Committee to revise the synopsis and submit to the School by 25.8.2010. He also presented the details about tentative topics of the Ph.D thesis and supervisors of the selected candidates.

SB.16.15.2 **The Board approved the applications of the candidates for admission to Ph. D. in. Agriculture Extension for July 2010 Session. The minutes of the Doctoral Committee, list of selected candidates and their topics alongwith the supervisors are placed at Annexure-9.**

Item No. SB.16. 16: To consider and approve the list of paper setters for PG Diploma in Food Science and Technology (PGDFT) and other modalities for conducting the examination of on–going Face-to-Face Mode at Mar Athanasios College or Advance Studies (MACFAST), Tiruvalla, Kerala.

SB.16.16.1 The Director, SOA reported that the School was informed in the month of June about running of the programme in Face-to-Face Mode and has been advised by the Hon'ble Vice-Chancellor to undertake the examination related activities for the students enrolled at

MACFAST in the January, 2010 Session. He presented the list of paper setters for term end examination of on–going Face-to-Face Mode at MACFAST. He also informed that other modalities as required by the SED will also be undertaken in due course of time.

SB.16.16.2 **The Board approved the paper setters for PG Diploma in Food Science and Technology (PGDFT) and other modalities for conducting the examination of on–going Face-to-Face Mode at MACFAST. List is placed at Annexure-10.**

Item No. SB.16. 17: To consider and approve the editors for the Diploma in Horticulture

SB.16.17.1 The Programme Coordinator, Dr. S. K. Yadav presented the list of editors for the Diploma in Horticulture programme.

SB.16.17.2 **The Board approved the list of editors for the Diploma in Horticylture. List is placed at Annexure-11.**

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

18-8-10

(Chairman)