Indira Gandhi National Open University
School of Agriculture

Minutes of the 32nd Meeting of the School Board held on 31st October, 2018

The 32nd meeting of the School Board was convened on 31st October, 2018 at 11:00 a.m. in the Conference Room, School of Agriculture (SOA), G-Block, Zakir Hussain Bhawan, IGNOU, Maidan Garhi, New Delhi-110068.

The following members were present:

1. Prof. M.K. Salooja, Director, SOA, IGNOU — Chairman
2. **Dr. B.S. Hansra**, Emeritus Professor, Amity Institute of Horticulture Studies & Research, Amity University, Noida — Member
3. **Dr. G. Venkatashwarlu**, ADG (EQR), Division of Agricultural Education, ICAR, Pusa, Delhi — Member
4. **Prof. R.K. Sahu**, Dean, Faculty of Agricultural Engineering, Indira Gandhi Krishi Vishwavidyalaya, Raipur (Chhattisgarh) — Member
5. **Dr. Latha Sabikhi**, Principal Scientist & Head, Dairy Technology, NDRI, Karnal (Haryana) — Member
6. **Dr. Ashutosh Upadhyay**, Professor and HOD, Food Science and Technology, NIFTEM, Kundli, Sonepat, Haryana — Member
7. Prof. Savita Singh, Professor, SOGDS, IGNOU — Member
8. Prof. Alka Dhameja (Professor, SOSS, IGNOU) — Member
9. Dr. Suneet Kashyap, Assistant Professor, SOL, IGNOU — Member
10. Prof. S. K. Yadav, Professor, SOA, IGNOU — Member
11. Dr. Praveen Kumar Jain, Assistant Professor (SS), SOA, IGNOU — Member
12. Dr. P. Vijayakumar, Assistant Professor (SS), SOA, IGNOU — Member
13. Dr. Mita Sinhamahapatra, Assistant Professor (SS), SOA, IGNOU — Member
14. Dr. Mukesh Kumar, Assistant Professor, SOA, IGNOU — Member

Dr. Sonia Sharma (Assistant Professor, SOTHSM, IGNOU) could not attend the meeting.

At the outset, the Chairman welcomed the new external members to the 32nd Meeting of the School Board and expressed gratitude to the outgoing School Board members: **Dr. Arvind Kumar** (Vice-Chancellor, RLB-CAU, Jhansi), **Prof. Subhasish Biswas** (WBUAFS, Kolkata), **Dr. N.S. Rathore** (DDG-Education, ICAR, New Delhi), **Dr. R.R.B. Singh** (Joint Director-Academics & Director Incharge, National Dairy Research Institute, NDRI-Karnal, Haryana) and **Shri S. Dave** (Former Director, APEDA, New Delhi) for their support and guidance to the School Board during their tenure as External Members of the School Board of the School of Agriculture (SOA), IGNOU.

The Chairman then made a presentation on the School, covering the salient features and achievements of the University, School and the faculty members of the School of Agriculture. He sought the guidance of the new members in enhancing the enrollment and identification of the new areas to strengthen the activities of the School. The members appreciated the on going activities of the School and made the following suggestive recommendations:

1. Enhancing the network of the Study Centres with help of ICAR (the Education Division and the Extension Division of the ICAR);
2. Strengthening of Placement and Alumni association (Showcase the successful stories and entreprenuiral activities of the pass-outs);
3. Exapansion of the on-line programmes/activities;
4. Impact/Evaluation study of the on going programmes of the SOA;

5. Training of the extension functionaries and the teachers associated;
6. Enhancing the gender senstivity in the contents of the study materials;
7. New programmes in the areas of: One-year Diploma for the Input Dealers; Roof-top Gardening or Terrace Gardening; Value Addition of the Forsest produce: Vertical farming; Horticulture; Precision Farming, Protected Cultication; and Courses in the Food Safety;
8. Exploring the potential of KVKs and ICAR institutions;
9. Development and offering of the programme in vernacular languages;

The agenda items were taken *in seriatim* for discussion and the recommendations of the School Board on each agenda are as follows:

Agenda No. SB.32.1 **To confirm the Minutes of the 31st School Board Meeting and the Action Taken Report**

SB.32.1.1 The Chairman informed that Minutes of the 31st Meeting of the School Board were circulated to all the School Board Members and the School did not receive any comments/observations. He proposed that the Minutes of 31st School Board meeting may be confirmed please.

SB.32.1.2 The Action Taken Report on Minutes of the 31st School Board Meeting reported is as follows:

SB 31.2: To consider and approve the progress reports of the students of Ph.D. in Dairy Science and Technology.
The School Board approval of the Progress reports has been conveyed to the concerned students.

SB 31.3: To consider and grant the extension of Registration validity to Ms. Parul Thapar, PHDDR student, by six month.
It was forwarded to the Research Council for extension of registration validity. The Research Unit informed that vide their Notification dated 24.01.2017, the maximum duration has been extended by two years in the case of women candidate (i.e. maximum duration extended from five years to seven years). The same has been communicated to the concerned student vide our email dated 13.06.2018 that her registration is valid upto 13.01.2020.

SB 31.4: To consider and grant the extension of Registration validity to Mr. Ashish Khare, PHDDR student, by six month.
It was forwarded to the Research Council for extension of registration validity. The Research Unit, vide its letter dated 23.05.2018 informed to the student about granting him extension of one year upto 13.01.2019 on payment of extension fee. The School has also intimated the same to the student on 13.06.2018 for his necessary action.

SB 31.5: To consider and grant the extension of Registration validity to Ms. Nandakumari Kamblae, PHDDR student, by six month.
It was forwarded to the Research Council for extension of registration validity. The Research Unit informed that vide their Notification dated 24.01.2017, the maximum duration has been extended by two years in the case of women candidate (i.e. maximum duration extended from five years to seven years). The same has been communicated to the concerned student vide our email dated 13.06.2018 that her registration is valid upto 13.01.2020.

SB 31.6: To consider and approve the concept note for the offering of Ph.D programmes in the various disciplines of School of Agriculture.
The concept note for the **Ph.D. in Food Technology** programme has been prepared and submitted to the School Board meeting. The other Ph.D. programmes will be taken up later in a phased manner.

SB 31.7: To consider and approve the revision of courses of Certificate in Poultry Farming (CPF).
Student Feedback Study is being undertaken. Revision meeting will be scheduled in due course after feedback study.

SB 31.8: Reporting of collaboration and signing of MoU between IGNOU and Food Safety and Standards Authority of India (FSSAI).
The activities agreed upon are being undertaken. FSSAI has approved IGNOU as Training Partner for its FOSTAC Training Programme. Training programmes are being organized.

SB 31.9: Reporting of collaboration and signing of MoU between IGNOU and Agriculture Skill Council of India (ASCI).
The activities entrusted in MOU are being taken up. ASCI has recognized this School as their one of the Training Providers.

SB 31.10: To consider and approve the integration of FSSAI training contents in food processing programmes.
The course-wise supplementary material covering the FSSAI training contents have been prepared and is being dispatched.

SB 31.11: To consider and approve collaboration and signing of MoU between IGNOU and International Solar Alliance (ISA).
The programme has been launched on the SWAYAM platform. At present, the number of students enrolled is 2337.

SB31.12: To consider and approve the names of the unit writers for writing the units of PG Diploma in Food Safety and Quality Management (PGDFSQM).
The units have been assigned.

SB 31.13: To consider and approve the names of the unit writers for writing the units of Diploma in Dairy Technology (DDT).
The units have been assigned.

SB 31.14: To consider and approve the names of the unit writers for writing the units of Certificate in Fruits and Vegetables Technology (CFVT).
The units have been assigned.

SB 31.15: Approval of Programme Project Report (PPR) and SLM of the progrmmes offered by the School of Agriculture.
Required inputs forwarded to the ACD / Dr. Manjulika Srivastava, IQAC.

SB.32.1.3 The Board confirmed the Minutes of the 31st Meeting of the School Board held on 16.03.2018 and also the Action Taken Report of it (**Annexure-1** and **Annexure-2** respectively).

The deliberations on the agenda items were initiated.

Agenda No. SB. 32.2: **To consider and approve development of Massive Open Online Courses (MOOCs) under SWAYAM project**

SB.32.2.1 Dr. P. K. Jain, the Coordinator for the online activities/programmes, presented the brief about the details of the on-line programmes and the new subject areas for development.

SB.32.2.2 The members acknowledged successful running of the Online course on the MHRD Swayam portal. The member suggested that the programmes related to the new thrust areas in the area of agriculture like Soil Health Card, Vegetable Cultivation, Water Conservation, Functional Foods, etc. should also be included. The members also added that the proposed courses may be taken up in a phased manner, taking into account the faculty strength and the workload of the faculty members of the School.

SB.32.2.3 The Board approved the on going and the proposed courses under Massive Open Online Courses (MOOCs) under SWAYAM project (**Annexure-3**). The proposed courses shall be taken in a phased manner.

Agenda No.SB.32.3: **To consider and approve the development and delivery of video courses for SWAYAM Prabha Channel 24: Agriculture (Vocational) and Allied Sciences.**

SB.32.3.1 Dr. P. K. Jain, the Coordinator for the Channel, presented the details of the programmes being telecast on the the Swayam Prabha Agriculture Channel-24. He also proposed the new course areas which would be offered on the Swayam Prabha Channel 24.

The members welcomed the offering of the programmes on the Swayam Prabha Channel. The member suggested that the proposed courses may be taken up in a phased manner, taking into account the workload of the faculty members of the School.

SB.32.3.2 The School Board considered and approved the development and delivery of video courses for SWAYAM Prabha Channel 24: Agriculture (Vocational) and Allied Sciences (**Annexure-4**). The proposed courses shall be taken in a phased manner.

Agenda No. SB. 32.4: **To consider and approve the detailed Concept Note for the development of Ph.D. in Food Technology programme**

SB. 32.4.1 Dr. Mita Sinhamahapatra, the Programme Coordinator, presented the concept note, syllabus and the proposed Expert Group for development of the Course work of the Ph.D. in Food Technology programme. The members suggested that the contents need to be trimmed.

The members suggested that the course work should be structured, as per the UGC and be finalized in the Expert Group meeting. The same could be submitted to the School Board members through online circulation for additional Inputs and approval.

SB.32.4.2 The School Board considered and approved the Concept Note (**Annexure-5**) for the development of Ph.D. in Food Technology programme, in principle, and it will be submitted to the School Board members through online circulation after its finalization in the Expert Group meeting.

Agenda No. SB.32.5: **To consider and approve the modified desirable qualification for the Academic Counsellors for the "Diploma in Dairy Technology (DDT)", "Diploma in Meat Technology (DMT)", "P.G. Diploma in Food Safety & Quality Management (PGDFSQM)" and "Diploma in Production of Cereals, Pulses and Oilseeds (DPVCPO)" Programmes**

SB.32.5.1 The Programme Coordinators for the DDT, DMT, PGDFSQM and DVPCPO programmes, presented the item and gave justification for including the additional qualification in the existing qualification norms.

SB.32.5.2 The School Board considered and approved the modified desirable qualification for the Academic Counsellors for the "Diploma in Dairy Technology (DDT)", "Diploma in Meat Technology (DMT)", "P.G. Diploma in Food Safety & Quality Management (PGDFSQM)" and "Diploma in Production of Cereals, Pulses and Oilseeds (DPVCPO)" Programmes (**Annexure-6**).

Agenda No. SB.32.6: **To consider and approve Organization of Food Safety Training and Certification (*FOSTAC*) Training Programmes in different areas of Food Safety.**

SB.32.6.1 Dr. P. Vijayakumar, Programme Coordinator for the FOSTAC activities, presented the item covering the Training Programmes being undertaken. The members appreciated the FOSTAC activities/Training Programmes. The members suggested that Food Safety has a potential and the School should use the opportunity to strengthen its activities.

SB.32.6.2 The Board considered and approved the Organization of Food Safety Training and Certification (*FOSTAC*) Training Programmes in different areas of Food Safety.

Agenda No. SB.32.7: **To consider and approve the additional names of the Unit-writers and Editors for the revision of the courses under the Programme: PGDFSQM**

SB.32.7.1 Prof. M. K. Salooja, Programme Coordinator, PG Diploma in Food Safety & Quality Management (PGDFSQM) programme, presented the agenda item proposing the additional names of the Unit-writers and Editors for revision of the courses MVP-002 (Course-3, MVP-002 on Food Laws & Standards, Block-1) and MVP-004 (Course-5, MVP-004 on Food Safety & Quality Management Systems, Block-2 & 3) under the programme.

SB.32.7.2 The Board considered and approved the additional names of the Unit-writers and Editors for the revision of the courses under the Programme: PGDFSQM, as per the names given in the (**Annexure-7**).

Agenda No. SB.32.8: **To consider and approve the additional names of the Unit-writers and Editors for the revision of the courses under the Programme: DDT.**

SB.32.8.1 Prof. M. K. Salooja, Programme Coordinator, Diploma in Dairy Technology (DDT) programme, presented the agenda item proposing the additional names of the Unit-writers and Editors for revision of the courses Course-1, BPVI-01: Milk Production and Quality of Milk under the programme.

SB.32.8.2 The Board considered and approved the additional names of the Unit-writers and Editors for the revision of the courses under the Programme: DDT, as per the names given in the (**Annexure-8**).

Agenda No. SB.32.9: **To consider and approve the additional names of the Unit-writers and Editors for the revision of the courses under the Programme: CFVT.**

SB.32.9.1 Prof. M. K. Salooja, Programme Coordinator, Certificate in Fruits & Vegetables Technology (CFVT) programme, presented the agenda item proposing the additional names of the Unit-writers and Editors for revision of the courses under the CFVT programme. The proposed additional names of the Unit-writers and the Editors are submitted for consideration and approval of the School Board.

SB.32.9.2 The Board considered and approved the additional names of the Unit-writers and Editors for the revision of the courses under the Programme: CFVT, and the new Panel of Experts for Revision/Unit-writers/Editors for the Courses of Certificate in Fruits and Vegetables Technology (CFVT) is as per the names given in the (**Annexure-9**).

Agenda No. SB.32.10: **To consider and approve translation and names of Translators and Editors/Vetters of the programme: Awareness Programme on Dairy Farming (APDF) in Gujarati language**

SB.32.10.1 Dr. P. Vijayakumar, Programme Coordinator, Awareness Programme on Dairy Farming (APDF) programme, presented the agenda item proposing the translation and names of the translators and Editors/Vettors for the APDF programme in Gujarati language.

SB. 32.10.2 The Board considered and approved the translation and names of Translators and Editors/Vetters of the programme: Awareness Programme on Dairy Farming (APDF) in Gujarati language as per the names given in the (**Annexure-10**).

Agenda No. SB.32.11: **To consider and approve the panel of paper setters for Term End Examination Question papers of the programme: Diploma in Fish Products Technology (DFPT)**

SB.32.11.1 Dr. P. Vijayakumar, Programme Coordinator, Diploma in Fish Products Technology (DFPT) programme, presented the panel of paper setters for Term End Examination Question papers of the DFPT programme to the members.

Dr. G. Venkatashwarlu, one of the Board Members, agreed to help the coordination in revising the panel of paper-setters.

SB.32.11.2 The Board considered and approved the panel of paper-setters for the Term End Examination Question Papers of the DFPT programme and the revised list of the panel is given in the (**Annexure-11**).

Agenda No. SB.32.12: **To report progress of the MOU between IGNOU and Agriculture Skill Council of India (ASCI).**

SB.32.12.1 The Director (SOA) presented the progress of MOU between IGNOU and Agriculture Skill Council of India (ASCI). The Certificate of Provisional Affiliation for training of students with job roles, as per ASCI guidelines, was presented before the Board Members. The members suggested that the School should have a good collaboration with the ASCI and similar other skill councils to enhance the potential of its students, taking into account the emphasis on the skill development activities.

SB.32.12.3 The members appreciated and noted the activities being conducted with the Agriculture Skill Council of India (ASCI).

Agenda No. SB.32.13: **To consider and approve the Moderation Board for the question papers of the Term end examination of PG Diploma in Plantation Management (PGDPM) and PG Certificate in Agriculture Policy (PGCAP)**

SB. 32.13.1 The Programme Coordinator, Dr. P. K. Jain, presented the agenda item Moderation Board for the question papers of the Term end examination of PG Diploma in Plantation Management (PGDPM) and PG Certificate in Agriculture Policy (PGCAP).

SB. 32.13.3 The Board considered and approved the Moderation Board for the question papers of the Term end examination of PG Diploma in Plantation Management (PGDPM) and PG Certificate in Agriculture Policy (PGCAP), and the approved panel is given in the (**Annexure-12**).

Agenda No. SB.32.14: **To consider and approve the development of Awareness Programme for *Unnat Bharat***

SB.32.14.1 Dr. S. K. Yadav explained the activities being envisaged in the areas of agriculture, animal husbandry and safe food in the villages adopted under the *Unnat Bharat*. The Agriculture programmes shall cover – Organic Farming, Water Conservation, Solar Water Pumps, Clean Milk Production, Safe & Hygiene Food, and Value Added Products from Fruits & Vegetables, etc. The programmes will include written material and video films. The contents will be in form of bullet points in a pamphlet of 2-3 pages.

SB. 32.14.2 The Board considered and approved development of Awareness Programmes for *Unnat Bharat*.

Agenda No. SB.32.15: **To consider and approve the names of the Unit-writers for writing the units of Diploma in Horticulture**

SB.32.15.1 The Programme Coordinator, Dr. S. K. Yadav, presented the agenda item. He informed that the School is developing a Diploma programme in Horticulture for educating and skilling stakeholders in horticulture. Most of the units of this programme have been written by the experts. Few of the units are left and following arrangement is proposed for writing them:

Name and address of the expert	Unit Title
Prof. Ranjan Srivastava, GBPUAT, Pantnagar, Uttrakhand	Desi Gulab
Dr. Amit Khokar, SKUAT, Srinagar, J&K	Cropping System
	Use of Plant growth regulators in Horticultural Crops

SB. 32.15.2 The Board considered and approved the names of the Unit-writers for writing the units of Diploma in Horticulture, as per list given above under SB.31.15.1.

Agenda No. SB.32.16: To consider and approve the additional names of the Evaluators for the Term End Examination of the DDT, DVAPFV and PGDFSQM programmes of SOA.

SB.32.16.1 Prof. M. K. Salooja, the Programme Coordinator of the DDT, DVAPFV and PGDFSQM presented the agenda item and informed that University has opened a new Programme Study Centre at Mansinhbhai Institute of Dairy and Food Technology (MIDFT), Mehsana, Gujarat, under IGNOU RC-Ahmedabad and the following names of Experts were forwarded for empanelling them as Evaluators for the programmes: Diploma in Dairy Technology (DDT), Diploma in Value Added Products from Fruits & Vegetables (DVAPFV), and P.G. Diploma in Food Safety & Quality Management (PGDFSQM):

Sl. No.	Name of Academic Counsellor	Programme	Course-wise approval give by the School
1.	**Dr. Deepak Mudgil** T: 08511713659 E: dsmudgil@yahoo.com Deepak@midft.com	DDT	BPVI-013 to BPVI-017.
		PGDFSQM	MVPI-001, MVP-001 to MVPL-004.
		DVAPFV	BPVI-001 to BPVI-008.
2.	**Dr. Sheweta Mudgil** T: 08469598869 E: sheweta@midft.com	DDT	BPVI-013 to BPVI-017.
		PGDFSQM	MVPI-001, MVP-001 to MVPL-004.

Dr. Ashutosh Upadhyay (Professor and HOD, Food Science and Technology, NIFTEM) also proposed the following names for inclusion as Paper-setter and Evaluators for the same in the newly established Programme Study Centre of SOA programmes at NIFTEM (Kundli, Sonepat, Haryana):

1. Dr. Murlidhar Meghwal (murli.mdm@niftem.ac.in)
2. Dr. Rakhi Singh (rakhi117@gmail.)com
3. Dr. Anurag Singh (anurag.niftem@gmail.com)
4. Er. Nitin Kumar (nitinkumar.iit@gmail.com)

SB. 32.16.2 The Board considered and approved the names of the additional names of the Evaluators for the Term End Examination of the DDT, DVAPFV and PGDFSQM programmes of SOA, as per list given above under SB.32.16.1.

The meeting ended with a vote of thanks to members please.

28.11.18

(M. K. Salooja)
Chairman

November 28, 2018