

Minutes of the 45th School Board Meeting

The 45th meeting of the School Board of the School of Agriculture (SOA) was convened on 22nd May 2024 at 11.00 a.m. through online mode.

The following members attended the meeting:

1. Prof. Praveen Kumar Jain, Director, SOA, IGNOU	Chairman
2. Prof. R. M. Kathiresan, Vice-Chancellor, Annamalai University, Tamil Nadu.	Member
3. Prof. P. K. Singh, Dean, College of Engineering & Technology, Maharana Pratap University of Agriculture & Technology, Udaipur, Rajasthan.	Member
4. Shri Sunil Kumar Marwah, CEO, Food Industry Capacity & Skill Initiative (FICSI), New Delhi.	Member
5. Shri Sunil Bakshi (Retired Head Regulations, Food Safety & Standards Authority of India, FSSAI, New Delhi)	Member
6. Prof. Lalita S. Kumar, Professor, SOS, IGNOU	Member
7. Dr. Rukshana Zaman, Associate Professor, SOSS, IGNOU	Member
8. Dr. Chitresh Soni, Assistant Professor, SOTST, IGNOU	Member
9. Prof. S. K. Yadav, Professor, SOA, IGNOU	Member
10. Prof. P. Vijayakumar, Professor, SOA, IGNOU	Member
11. Prof. Mukesh Kumar, Professor, SOA, IGNOU	Member
12. Dr. Mita Sinhamahapatra, Associate Professor, SOA, IGNOU	Member

Dr. N. P. Singh (Member, Commission for Agricultural Cost & Prices, CACP, Ministry of Agriculture & Farmers Welfare, GOI, New Delhi) and Dr. Nisha Varghese (Associate Professor, SOEDS, IGNOU) could not attend the meeting.

Dr. Dinkar B. Kamble (Assistant Professor, SOA, IGNOU) and Dr. Chaithra N. R. (Assistant Professor, SOA, IGNOU), attended the meeting as special invitees.

At the outset, the Chairman welcomed all the members and thanked them for attending the 45th Meeting of the School Board and guiding the School in its academic endeavours.

The agenda items were taken *in seriatim* for discussion and the decisions of the School Board:

Agenda No. SB.45.1 To confirm the minutes of the 44th meeting of the School Board and the Action Taken Report.

SB.45.1.1 The Chairman informed that the minutes of the 44th School Board meeting held on 08.12.2023 were circulated to all the members. No comments were received from any member. The Action Taken Report (ATR) of the minutes of the 44th School Board meeting was also presented.

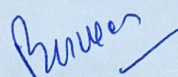
SB.45.1.2 The Action Taken Report (ATR) on Minutes of the 44th School Board meeting is as follows:

Sl. No.	Agenda	Action Taken Report
Agenda No. SB.44.2	To report and ratify the minutes of the School Board meeting through circulation and the revised Programme Development Form (PDF) and the revised Programme Project Report (PPR) of the Bachelor of Science (Food Safety and Quality Management).	This programme will be launched in July 2024 academic session. The PLF has been submitted to the P&DD for the next APC Meeting.

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Agenda No. SB.44.3	To consider and approve the revised Programme Development Form (PDF) and Programme Project Report (PPR) of the Diploma in Animal Husbandry (DAH).	It will be submitted to the Academic Council.
Agenda No. SB.44.4	To consider and approve the Programme Proposal Form (PPF) of Master of Business Administration (Agribusiness Management).	The Programme Proposal Form (PPF) of the programme has been approved in the APC meeting. The Expert Committee meeting of the programme was held on 15.05.2024.
Agenda No. SB.44.5	To consider and approve the names of Unit writers and Course Editors for "B.Sc. (Food Safety and Quality Management)" (BSCFSQM) Programme.	Units allotted to the approved Unit-writers.
Agenda No. SB.44.6	To consider and approve the revised eligibility criteria for admission in the M. Sc in Food Safety and Quality Management (MSCFSQM) and PG Diploma in Food Safety and Quality Management (PGDFSQM) programme.	Communicated to the ACD for forthcoming ACSC meeting.
Agenda No. SB.44.7	To consider and approve the additional list of evaluators for M.Sc. in Food Safety & Quality Management and PG Diploma in Food Safety & Quality Management programme.	Communicated the approved list to the SED.
Agenda No. SB.44.8	To consider and approve the additional names of Experts for the panel of Evaluators of TEE answers sheets for the CWHM, DWM, DVAPFV and PGDAB programmes.	Communicated the approved list to the SED.
Agenda No. SB.44.9	To consider and approve the names of additional experts for Moderation Board of Question Papers of SOA programmes: CWHM, DWM and DVAPFV programmes.	Approved list shall be used as and when required.
Agenda No. SB.44.10	To consider and approve the names of the Translators and Proof-Readers for the SOA programmes.	The approved names of the Translators and proofreaders will be used as and when required for the SOA programmes.
Agenda No. SB.44.11	To consider and approve the Evaluation of practical of BAPI-002 and BAPI-003 courses taken by the learners of Bachelor's Degree Programme of the University.	It is being followed and also communicated to LSCs and RCs.
Agenda No. SB.44.12	To consider and approve the half-yearly Progress Report of Ms. Kajal Srivastava and Ms. Riya Tomar of PHDDR programme for the period from 1 st January 2023 to 30 th June, 2023.	Noted.



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Agenda No. SB.44.13	To report the list of experts for the Exploratory Expert Committee Meeting of Master of Business Administration (Agribusiness Management).	Noted.
Agenda No. SB.44.14	To consider and approve the panel of experts for the Expert Committee Meeting of Master of Business Administration (Agribusiness Management).	The meeting was held on 15.05.2024.
Agenda No. SB.44.15	To consider and approve the names of experts for unit writing and editing of different courses of Master of Business Administration (Agribusiness Management).	The units will be allotted after approval of the Programme Development Form (PDF) of this programme.
Agenda No. SB.44.16	To report the name of the expert for unit writing of the Diploma in Agricultural Cost Management (DACM).	The unit-writing has been completed.
Agenda No. SB.44.17	To report the names of the members of the Expert Committee for revision of Diploma in Animal Husbandry (DAH) programme.	Expert Committee meeting conducted.

SB.45.1.3 **The Board confirmed the Minutes of the 44th meeting of the School Board held on 08.12.2023 (Appendix-1) and the Action Taken Report of it.**

Agenda No. SB.45.2 **To consider and approve the Programme Development Form (PDF) and Programme Project Report (PPR) of MBA (Agribusiness Management)**

SB.45.2.1 Prof. P. K. Jain, Programme Coordinator, presented this agenda item and apprised the Board that the School is developing a Master of Business Administration (Agribusiness Management) programme. The Exploratory Expert Group meeting was held on 30.11.2023. The Expert Group Meeting was convened on 15.05.2024 to crystallize the need of the programme, title of the programme, objectives of the programme, target group, eligibility for enrolment (Minimum qualifications) and programme structure (credits load and the number of courses).

The programme will have the broad structure of the IGNOU MBA programme. The first year's courses will be adopted as such from the IGNOU MBA programme. The School will develop the second year courses with agribusiness specialization. The programme will be of a total of 116 credits comprising of 27 theory courses of 4 credits each and one project of 8 credits. The minimum eligibility for the programme shall be graduation in any discipline as per the IGNOU MBA programme.

The School Board of the School of Agriculture (44th meeting Agenda item 44.4 held on 08.12.2023) and Academic Programme Committee (APC) (70th meeting Agenda 70.6 held on 30.01.2024) have approved the Programme Proposal Form (PPF) of the programme.

The members suggested a few topics to be included in the syllabus. The Programme Coordinator informed that the syllabus already includes the suggested topics.

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SB.45.2.2 After detailed discussions, the School Board approved the Programme Development Form (PDF) and Programme Project Report (PPR) of the "Master of Business Administration (Agribusiness Management)" (Appendix-2).

Agenda No. SB.45.3 To consider and approve the half-yearly Progress Report of Ms. Kajal Srivastava and Ms. Riya Tomar of PHDDR programme for the period from 1st July 2023 to 31st December 2023 (6th Report).

SB.45.3.1 The Programme Coordinator, Dr. Mita Sinhamahapatra, presented this agenda item and apprised that in the 23rd meeting of the Doctoral Research Committee (DRC) of the Ph.D. in Dairy Science & Technology (PHDDR) programme held on 29.02.2024, the half-yearly Progress Reports of the two students, namely **Ms. Kajal Srivastava** (Enrollment no. 202493119) and **Ms. Riya Tomar** (Enrollment no. 202493126) were considered for the period from 1st July 2023 to 31st December 2023 (6th Report) and the DRC observed their Progress Reports as "satisfactory".

SB.45.3.2 The School Board approved the half-yearly Progress Report of Ms. Kajal Srivastava and Ms. Riya Tomar of PHDDR programme for the period from 1st July 2023 to 31st December 2023 (6th Report) (Appendix-3).

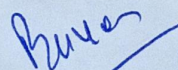
Agenda No. SB.45.4 To consider and approve the panel of experts for Expert Group Meeting for designing and development of B.Sc. in Food Science and Technology under FYUP.

SB.45.4.1 The Programme Coordinator presented this agenda item and apprised that the School of Agriculture is proposing to develop a B.Sc. Food Science & Technology programme by converting the three low enrolment diploma programmes i.e., DDT, DMT and DVAFPV. The courses developed under these programmes will be modified and revised to suit the programme structure of B.Sc. Food Science and Technology under FYUG programme. The programme will be developed in a modular structure with an exit option after the successful completion of year 1 and year 2. The objective of the organization of exploratory expert group meeting is to assess the needs of the programme and design the broad structure of the programme. The list of experts to be invited to the exploratory Expert Group Meeting was presented before the members for consideration.

SB.45.4.2 During the discussion, it was suggested to include Shri Sunil Kumar Marwah (CEO, Food Industry Capacity and Skill Initiative, FICSI, New Delhi) or his nominee in the list of experts for the exploratory Expert Group Meeting.

The following Expert shall be invited to the exploratory Expert Group Meeting:

1. Dr. Ram Asrey, Professor and Principal Scientist, Division of Food Science & Post Harvest Technology, IARI, New Delhi.
2. Prof. Ranjana Singh, Professor, Department of Food Technology, Shaheed Rajguru College of Applied Sciences for Women (University of Delhi), Vasundhara Enclave, Delhi-110096. E: ranjana.singh@rajguru.du.ac.in
3. Shri Sunil Kumar Marwah (CEO, Food Industry Capacity and Skill Initiative, FICSI, New Delhi) or his nominee.
4. Dr. M. K. Salooja, Retired Professor, SoA, IGNOU, New Delhi.
5. Dr. Rakhi Singh, Associate Professor, Food Science & Technology, NIFTEM, Kundli, Haryana.
6. Dr. Shalini Sehgal, Associate Professor, BCAS, Delhi University, New Delhi.
7. All faculty members of the SoA, IGNOU



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SB.45.4.3 **The School Board approved the names of a panel of experts for the Exploratory Expert Group Meeting for designing and development of B.Sc. in Food Science and Technology under FYUP.**

Agenda No. SB.45.5 **To consider and approve the names of Unit writers and Course Editors for "B.Sc. (Food Safety and Quality Management) (BSCFFSQM) Programme.**

SB.45.5.1 The Programme Coordinator presented this agenda item and apprised that the School of Agriculture is developing a B.Sc. (Food Safety and Quality Management) (BSCFFSQM) programme. The School has identified unit writers and editors for various courses of Semesters 3 and 4. The panel of the identified unit writers and course editors for the "B.Sc. (Food Safety and Quality Management)" (BSCFFSQM) Programme were presented before the School Board members for consideration and approval of the School Board.

SB.45.5.2 **The School Board approved the names of Unit writers and Course Editors for "B.Sc. (Food Safety and Quality Management) (BSCFFSQM) Programme (Appendix-4).**

Agenda No. SB.45.6 **To consider and approve the list of paper setters for (i) M.Sc. in Food Safety & Quality Management (MSCFSQM) and (ii) Diploma in Agricultural Cost Management (DACM) programmes.**

SB.45.6.1 Prof. P. K. Jain presented this agenda item and apprised the School Board that the School Board in its **41st meeting held on 26.08.2022** had approved the panel of paper setters of different programmes/courses of the School of Agriculture offered through ODL, Online and SWAYAM platform vide **agenda item no. SB.41.13**.

The School has now prepared the panels of paper setters for setting the Term End Examination (TEE) Question papers of the following two programmes of the SOA:

1. M.Sc. in Food Safety & Quality Management (MSCFSQM)
2. Diploma in Agricultural Cost Management (DACM)

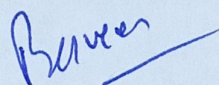
SB.45.6.2 **After detailed deliberations, the School Board approved the list of paper setters for (i) M.Sc. in Food Safety & Quality Management (MSCFSQM) and (ii) Diploma in Agricultural Cost Management (DACM) programmes (Appendix-5).**

Agenda No. SB.45.7 **To consider and approve the names of Experts for the panel of Evaluators of TEE answers sheets for the School of Agriculture programmes.**

SB.45.7.1 Prof. P. K. Jain presented this agenda item and apprised the School Board that the School Board in its **41st meeting held on 26.08.2022** had approved the Panel of Experts for Evaluation of TEE Answer Sheets of different programmes/Courses of the School of Agriculture offered through ODL, Online and SWAYAM platform vide **agenda item no. SB.41.15**.

He presented the names of **Experts** for the panel of Evaluation of TEE Answer Sheets of the Diploma in Agricultural Cost Management (DACM).

Further, he also presented the names of the **additional Experts** for the panel of Evaluation of TEE Answer Sheets of the following SOA programmes:



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1. PG Diploma in Food Safety and Quality Management (PGDFSQM)
2. MSc in Food Safety and Quality Management (MSCFSQM)
3. PG Diploma in Agribusiness (PGDAB)
4. Diploma in Value Added Products from Fruits and Vegetables (DVAPFV)
5. Diploma in Watershed Management (DWM)
6. Certificate in Sericulture (CIS)

SB.45.7.2 **The School Board approved the names of Experts for the panel of Evaluators of TEE answers sheets for the School of Agriculture programmes (Appendix-6).**

Agenda No. SB.45.8 **To consider and approve the names of experts for the Moderation Board of Question Papers for the School of Agriculture programmes.**

SB.45.8.1 Prof. P. K. Jain presented this agenda item and apprised the School Board members that the School in its **41st meeting held on 26.08.2022** had approved the Moderation Board of Question Papers of different programmes/courses of SOA offered through the ODL, Online and SWAYAM platform vide **agenda item no. SB.41.14**. In this meeting, he presented the names of the **additional experts** for the Moderation Board of Question Papers of the following SOA programmes:

Sl.No.	Programme	Mode of delivery
1.	Certificate in Organic farming (COF)	ODL
2.	Certificate in Beekeeping (CIB)	ODL
3.	Certificate in Water Harvesting and Management (CWHM)	ODL
4.	Certificate in Sericulture (CIS)	ODL
5.	Certificate in Poultry Farming (CPF)	ODL
6.	Diploma in Watershed Management (DWM)	ODL
7.	Diploma in Meat Technology (DMT)	ODL
8.	Diploma in Value-Added Products from Fruits and Vegetables (DVAPFV)	ODL & online (GOAL)
9.	Diploma in Dairy Technology (DDT)	ODL
10.	Diploma in Horticulture (DHORT)	ODL
11.	PG Certificate in Agriculture Policy (PGCAP)	ODL, online & SWAYAM
12.	PG Diploma in Food Safety and Quality Management (PGDFSQM)	ODL
13.	PG Diploma in Agribusiness (PGDAB)	ODL
14.	MSc in Food Safety and Quality Management (MSCFSQM)	ODL

The School has also proposed the names of **Experts** for the Moderation Board of Question Papers of one new programme of the SOA namely the Diploma in Agricultural Cost Management (DACM).

SB.45.8.2 **After detailed deliberations, the School Board approved the names of experts for the Moderation Board of Question Papers for the School of Agriculture programmes (Appendix-7).**

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Agenda No. SB.45.9 To consider and approve the names of experts for writing and editing of units of different courses of Master of Business Administration (Agribusiness Management).

SB.45.9.1 Prof. P. K. Jain, Programme Coordinator, presented this agenda item. He apprised that the School is developing a Master of Business Administration (Agribusiness Management) programme. The School conducted the Expert Group Committee Meeting of this programme on 15th May 2024, in which the detailed structure of the programme and courses were finalized.

A tentative list of experts for writing and editing of units of the Master of Business Administration (Agribusiness Management) programme is presented for consideration and approval of the School Board.

SB.45.9.2 After detailed deliberations, the School Board approved the names of experts for writing and editing of units of different courses of Master of Business Administration (Agribusiness Management) (Appendix-8).

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

Praveen
10/06/24
(Praveen Kumar Jain)
Chairman

June 10, 2024