



IGNOU
School of Agriculture

Minutes of the 46th Meeting of School Board of SOA held on 22nd November 2024

The 46th Meeting of the School Board of the School of Agriculture (SOA) was held on **22nd November 2024** at 11.30 a.m. in the Conference Room of the School of Agriculture. The following members were presented in the meeting:

1. Prof. Praveen Kumar Jain , Director, SOA, IGNOU	Chairman
2. Prof. Lalita S. Kumar , Professor, SOS, IGNOU	Member
3. Dr. Rukshana Zaman , Associate Professor, SOSS, IGNOU	Member
4. Dr. Chitresh Soni , Assistant Professor, SOTST, IGNOU	Member
5. Prof. S. K. Yadav , Professor, SOA, IGNOU	Member
6. Prof. P. Vijayakumar , Professor, SOA, IGNOU	Member
7. Prof. Mukesh Kumar , Professor, SOA, IGNOU	Member
8. Dr. Mita Sinhamahapatra , Associate Professor, SOA, IGNOU	Member
9. Dr. Dinkar B. Kamble , Assistant Professor, SOA, IGNOU	Member
10. Dr. Chaithra N.R. , Assistant Professor, SOA, IGNOU	Member

Dr. Nisha Varghese (Associate Professor, SOEDS, IGNOU) could not attend the meeting.

At the outset, the Chairman welcomed all the members and informed about the newly nominated Members Dr. Dinkar B. Kamble, Assistant Professor, SOA and Dr. Chaithra N.R., Assistant Professor, SOA in the School Board. He also thanked Members for attending the 46th Meeting of the School Board and guiding the School in its academic endeavour.

The Chairman also informed that the five external members under Clause 2(e) of Statute 10(A) have completed their tenure as School board members on 21.09.2024. The School Board appreciated their contribution and support extended to School in all its activities.

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

Agenda No. SB.46.1 To confirm the minutes of the 45th meeting of the School Board and the Action Taken Report.

SB.46.1.1 The Chairman informed that the minutes of the 45th School Board meeting held on 22nd May 2024 were circulated to all the members. No comments were received from any member. The Action Taken Report (ATR) of the minutes of the 45th School Board meeting was also presented.

SB.46.1.2 The Action Taken Report (ATR) on Minutes of the 45th School Board meeting is as follows:

Sl. No.	Agenda	Action Taken Report
Agenda No. SB.45.2	To consider and approve the Programme Development Form (PDF) and Programme Project Report (PPR) of MBA (Agribusiness Management).	The programme has been launched from the July 2024 session.

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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 1 st July 2023 to 31 st December 2023 (6 th Report).	Noted
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.	The Expert Group Meeting will be organized soon.
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.	The Units have been allotted to Unit writers.
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.	Communicated to SED.
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.	Communicated to SED.
Agenda No. SB.45.8	To consider and approve the names of experts for Moderation Board of Question Papers for the School of Agriculture programmes.	The list of the Experts will be used as and when required.
Agenda No. SB.45.9	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 are being allotted to Experts for unit writing and editing.

SB.46.1.3 The Board confirmed the Minutes of the 45th meeting of the School Board held on 22.05.2024 (**Appendix-1**) and the Action Taken Report of it.

Agenda No. SB.46.2 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 January 2024 to 30th June 2024 (7th Report).

SB.46.2.1 The Programme Coordinator of PHDDR apprised the School Board that the half-yearly Progress Reports of the following two students for the period from 1st January 2024 to 30th June 2024 (7th Progress Report) were presented in the 22nd meeting of the Doctoral Research Committee (DRC) of the Ph. D. in Dairy Science and Technology (PHDDR) programme held on 22.10.2024.

1. Ms. Kajal Srivastava (Enrollment no. 202493119)
2. Ms. Riya Tomar (Enrollment no. 202493126)

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SB.46.2.2 The DRC has recommended the same. A copy of the minutes of the Doctoral Research Committee meeting held on 22.10.2024 is placed at **Appendix-2**.

SB.46.2.3 The School Board considered and approved the progress report of the two students, namely Ms. Kajal Srivastava and Ms. Riya Tomar for the period for the period 1st January 2024 to 30th June 2024.

Agenda No. SB.46.3 **To consider and approve the revised evaluation methodology for B.Sc. (Food Safety and Quality Management) (BSCFFSQM) Programme.**

SB.46.3.1 It was informed to the School Board that the school is offering FYUP based B.Sc. (Food Safety and Quality Management) (BSCFFSQM) Programme from the July 2024 session.

As per the PDF approved in the 62nd Academic Council Standing Committee held on 28th November 2023 (*vide* item no. 62.35) (PDF & PPR), the evaluation methodology included 30% Assignments and 70% TEE for all the 10 Discipline Specific Core courses and the practicals will be evaluated along with the TEE. Since this is a skill-based programme having activities (self-performing) and practicals, evaluating the practicals along with the TEE will not reflect the practical/skill component in the grade card which may affect the employability of the learners, Hence, it is proposed to revise the evaluation methodology by including the evaluation of practicals and activities. The Programme comprises of 6 theory discipline specific core courses and 4 integrated discipline specific core courses. The programme coordinators presented the revised methodology which is as follows:

- The discipline specific core theory courses will have the weightage of 30% in assignments and 70% term-end examination.
- The discipline specific core integrated courses will have weightage of the 20% in Assignments and 50% in term-end examination and 30% in practicals.
- The Practical examination will be conducted through practical term-end examination.
- The Activities will be evaluated along with the Assignments for all the discipline specific core courses (Theory and integrated).

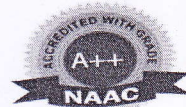
SB.46.3.2 The evaluation methodology has been revised and the revised evaluation methodology of BSCFFSQM programme as per the format is placed at **Appendix 3(a) & 3(b)**.

SB.46.3.3 The agenda was discussed in details and the School Board approved the revised evaluation methodology of B.Sc. (Food Safety and Quality Management) (BSCFFSQM) Programme under FYUP guidelines.

Agenda No. SB. 46.4 **To consider and approve the names of Unit writers and Course Editors for "B.Sc. (Food Safety and Quality Management) (BSCFFSQM) Programme.**

SB.46.4.1 It was apprised to the School Board that the School of Agriculture is developing a FYUP based B.Sc. (Food Safety and Quality Management) (BSCFFSQM) programme. To develop the various courses of the programme, there is a need of unit writers and editors. The School has identified unit writers and editors to develop the courses of Semesters 3 and 4. The panel of the identified unit writers and course editors for "B.Sc. (Food Safety and Quality Management)" (BSCFFSQM) Programme is placed in **Appendix-4**.

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SB.46.4.2 The School Board approved the panel of unit writers and course editors for "B.Sc. (Food Safety and Quality Management)" (BSCFFSQM) Programme.

Agenda No. 46.5 To consider and approve the names of Hindi translators and vetters for SOA Programmes.

SB.46.5.1 The school is offering and developing new programmes initially in English language. Keeping in view, the target group of SOA Programmes, it is proposed to translate the course materials into Hindi language. The School has identified a panel of Hindi translators and vetters for translation from English to Hindi of the course material of various Programmes offered by SOA. The list of translators and vetters is enclosed as *Appendix-5*.

SB.46.5.2 The School Board considered and approved a panel of Hindi translators and vetters for translation from English to Hindi of the course materials of various Programmes being offered by the School.

Agenda No. 46.6 To consider and approve the names of Experts for the panel of Paper-setters for the School of Agriculture programmes.

SB.46.6.1 It was informed to the School Board that the University conducts the Term-End Examination (TEE) of its different programmes twice (June and December) in a year. For conduct of TEE, the setting of questions papers of different courses is done by the internal and external experts approved by the School Board. Once the panel of experts is approved by the School Board, the same will be submitted to the Vice Chancellor for the approval and finally submitted to the concerned division of the University for their use.

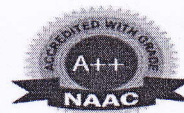
SB.46.6.2 The panel of experts for paper setting for the following programmes is placed at *Appendix-6*:

1. Master of Business Administration (Agribusiness Management) (MBAABM)
2. Certificate in Sericulture(CIS)
3. Certificate in Poultry Farming (CPF)
4. Diploma in Dairy Technology (DDT)
5. B.Sc.(Food Safety and Quality Management)(BSCFFSQM)
6. Certificate in Water Harvesting and Management(CWHM)
7. Diploma in Watershed Management (DWM)
8. Diploma Programme in Value Added Products from Fruits and Vegetables (DVAPFV)

SB.46.6.3 The School Board considered and approved the panel of experts for paper setting.

Agenda No. 46.7 To consider and approve the names of Experts for the panel of Evaluators of TEE answers sheets for the School of Agriculture programmes.

SB.46.7.1 It was apprised the Board after conducting of the Term-End Examination (TEE) the TEE answer scripts have to be evaluated by the internal and external evaluators suggested by the School. The panel of the evaluators was drawn by the school in consultation with the Professors of the school. Once the panel of evaluators is prepared after having of the school board's approval, it is submitted for the Vice Chancellor for the approval and finally submitted to the concerned division of the University for their use. The panels of evaluators for evaluating the answer scripts of the Term End Examination (TEE) of the following



programmes of the School is given in *Appendix-7*.

1. Certificate in Water Harvesting and Management (CWHM)
2. Certificate in Sericulture (CIS)
3. Certificate in Poultry Farming (CPF)
4. Diploma in Watershed Management (DWM)
5. Diploma in Value Added Products from Fruits and Vegetables (DVAPFV)- offered ODL and Online
6. Diploma in Dairy Technology (DDT)
7. B.Sc. (Food Safety and Quality Management)- (BSCFFSQM)
8. PG Diploma in Agribusiness (PGDAB)
9. Master of Business Administration (Agribusiness Management) (MBAABM)

SB.46.7.2 The School Board has considered and approved the panels of evaluators for evaluating the answer scripts of the Term End Examination (TEE) submitted by School.

Agenda No. 46.8 To consider and approve the names of experts for Moderation Board of Question Papers for the School of Agriculture programmes.

SB.46.8.1 The School Board was informed that for conducting TEE for the various programmes offered by SOA, the School needs experts for moderation of question papers. A list of experts for Moderation Board of question papers for the following programmes is placed at *Appendix-8*.

1. Certificate in Sericulture (CIS)
2. Certificate in Poultry Farming (CPF)
3. Diploma in Dairy Technology (DDT)
4. Diploma in Agricultural Cost Management (DACM)
5. B.Sc. (Food Safety and Quality Management) (BSCFFSQM)
6. PG Diploma in Agribusiness (PGDAB)
7. PG Certificate in Agriculture Policy (PGCAP) (ODL, Online and MOOCs)
8. Master of Business Administration (Agribusiness Management) (MBAABM)
9. Certificate in Water Harvesting and Management (CWHM)
10. Diploma in Watershed Management (DWM)
11. Diploma Programme in Value Added Products from Fruits and Vegetables (DVAPFV)

SB.46.8.2 The School Board considered and approved the list of experts for Moderation Board.

Agenda No. 46.9 To consider and approve to co-opt External members for the School Board of SOA under clause 2(e) of Statute 10(A).

SB.46.9.1 The Chairman informed the Board that the tenure of the following External members of the School Board nominated under Clause 2(e) of Statute 10(A) is completed on 21.09.2024:

1. **Prof. R. M Kathiresan**, Vice-Chancellor, Annamalai University, Annamalai Nagar, Tamil Nadu-608002, Mob.: 9655188233; Email: rmkathiresan.agron@gmail.com
2. **Prof. P.K Singh**, Dean, College of Engineering and Technology, Maharana Pratap University of Technology, Udaipur, Rajasthan, Mob.: 9414166190; Email: pk Singh35@yahoo.co.in

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3. **Dr. N. P Singh**, Member, Commission for Agriculture Cost and Pricing, Ministry of Agriculture and Farmers Welfare, GoI, Krishi Bhawan, New Delhi.
Email: naveenpsingh@gmail.com
4. **Shri. Sunil Kumar Marwah**, CEO, Food Industry Capacity and Skill Initiative (FICSI), Sriram Bharatiya Kalakendra, 3rd Floor, 1, Copernicus Marg, Mandi House, New Delhi 110001. Mob.: 9811033587; Email: ceo@ficsi.in
5. **Shri. Sunil Bakshi**, Head Regulations, FSSAI, FDA Bhawan, Kotla Road, New Delhi-110002. Mob.: 9099146815, Email: advisor_regulation@fssai.gov.in

The above members attended School Board Meetings organized in physical mode as well as online mode and the Board appreciated and thanked them for their valuable contributions and support in SOA activities and programmes.

SB.46.9.2

As per Clause 2(e) of Statute 10 (A), not more than five persons who are not employees of the University are Co-opted by the School Board for their specialized knowledge in any discipline assigned to the School. The Chairman informed the Board that the faculty members of SOA had detailed discussion on the expert names, keeping in view the programme and activities of the School. The School proposed the following names to be considered for co-option as new External members:

1. **Dr. Ajeet Kumar Karnatak**, Vice-Chancellor, Maharana Pratap University of Agriculture & Technology, Udaipur-313001 (Rajasthan) Tel.: 0294-2471101, 2470682 (O), Email: vc@mpuat.ac.in, vc_mpuat@yahoo.co.in
2. **Dr. Rajarshi Roy Burman**, Assistant Director General (Agricultural Extension) Division of Agricultural Extension, Krishi Anusandhan Bhawan, ICAR, New Delhi - 110 012, M: 9999592555 E: rajarshi.burman@icar.gov.in, burman_extn@hotmail.com
3. **Dr. Siddayya**, Professor & Head, Institute of Agri-Business Management and Principal Co-ordinator, MBA (ABM), GKVK, UAS, Bengaluru-560 065, Mob.: 9640689311, E: hodamcben@uasbangalore.edu.in, ssiddayya@gmail.com, ssiddayya@rediffmail.com
4. **Prof. M. K. Salooja**, (Retired Professor, School of Agriculture, IGNOU), B-2/10, Janakpuri, New Delhi-110058. M: 9891581750; E: mksalooja@gmail.com
5. **Dr. Prabodh S. Halde**, Head Regulatory in R&D, Marico Industries Ltd., 102, Oxford Hiranandani Estate, G. B. Road, Thane West, Maharashtra 400607, Mob.: 9820278746, Email: prabodh1972@gmail.com

SB.46.9.3

The School Board examined the names proposed by the School and considered the same to co-opt for the Members of the School Board under Clause 2(e) of Statute 10(A).

Agenda No. 46.10

To consider and approve the List of Examiners for Evaluation of the Thesis and conduct of viva-voce for Ms. Kajal Srivastava, PHDDR scholar.

SB.46.10.1

The Programme Coordinator of Ph.D. in Dairy Science and Technology (PHDDR) Programme presented this agenda item. Ms. Kajal Srivastava (Enrollment no. 202493119) is a Ph D scholar of the Ph. D. in Dairy Science and Technology (PHDDR) programme. Her thesis writing work is in the advance stage and she is likely to submit the same shortly.

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Therefore, in the 22nd meeting held on 22.10.2024, the Doctoral Research Committee (DRC) of the PHDDR programme recommended the names of 7 external examiners (*Appendix-9*) for Evaluation of Thesis and conduct of *viva-voce* of Ms. Kajal Srivastava.

SB. 46.10.2 The School Board considered and approved the list of examiners for Evaluation of Thesis and conduct of *viva-voce* of Ms. Kajal Srivastava (Enrollment no. 202493119).

Agenda No. 46.11 **To consider and approve the proposal for conduct of TEE for MOOC on “Novel Technologies for Food Processing and Shelf Life Extension” under MSCFSQM programme.**

SB.46.11.1 Dr. Mita Sinhamahapatra apprised the School Board that the School is offering M.Sc.(Food Safety and Quality Management) (MSCFSQM) programme through ODL mode. The programme has a theory course (MVP 008) which is a MOOC on “Novel Technologies for Food Processing and Shelf Life Extension” offered by IIT Kharagpur on the SWAYAM/NPTEL platform. This MOOC was mentioned in the Programme Development Form (Broad structure, syllabus and assessment and evaluation section) of MSCFSQM which was approved in the 39th School Board meeting (Agenda No. SB 39.3) held on 20.12.2021 and the 55th ACSC meeting (Agenda No. 55.30) held on 23.12.2021.

SB.46.11.2 It was further informed that at present, the term end proctored examinations for SWAYAM courses are conducted by the NTA and NPTEL. As per the UGC notification dated 27.08.2024 on “Framework for Universities to conduct Examination for SWAYAM courses”, students who have completed courses on SWAYAM, will now have the option of writing their SWAYAM examinations at their universities. The copy of the notification is placed at *Appendix-10*.

The above mentioned MOOC is offered only in January session and the examination is conducted once in a year, thus the students are facing difficulty in completing the SWAYAM examination. Therefore, it was proposed to conduct the TEE for the above mentioned MOOC by the IGNOU alongwith the regular TEE in June and December. The Members also suggested undertaking the assessment of Assignment of this course by IGNOU itself as per its standard practices to facilitate the students undertaking this MOOC as part of MSCFSQM.

SB.46.11.3 The matter was discussed in detail and the School Board considered and approved the proposal for conduction of TEE by IGNOU along with Assignment for MOOC on “Novel Technologies for Food Processing and Shelf Life Extension” under MSCFSQM programme.

Agenda No. 46.12 **To consider and approve name of experts for course designing committee of MAM068: Organic Farming Business Management of the Master of Business Administration (Agribusiness Management).**

SB.46.12.1 The Programme Coordinator informed the School Board that the School of Agriculture has started the Master of Business Administration (Agribusiness Management) programme from July 2024 session. Organic Farming Business Management (MAM-068) is one of the courses being developed for second year. The broad outline of course was discussed in the Expert Group meeting held on 15th May 2024. In order to finalize the detailed course outline, a course design committee shall be formed.

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SB.46.12.2 The School proposed the following panel of experts for course design committee:

- **Dr. Dinesh Kumar**, Principal Scientist, Division of Agronomy, IARI, Pusa, New Delhi,
- **Dr. Gaganesh Sharma**, Director, National Center for Organic and Natural Farming, Hapur Road, Near CBI Academy, Sector 19, Kamla Nehru Nagar, Ghaziabad, Uttar Pradesh 201002, email: gaganncof@gmail.com, 62651315575.
- **Dr. N. Ravishankar**, Principal Scientist, IIFR, Modipuram, Meerut, UP
- All faculty members, SoA

SB.46.12.3 The School Board considered and approved the list of experts for Course Design Committee of MAM068 course.

Agenda No. 46.13 To consider and approve the list of experts for unit writing and course editing for the Master of Business Administration (Agribusiness Management).

SB.46.13.1 It was informed that the School of Agriculture has started Master of Business Administration (Agribusiness Management) programme from July 2024 session. The courses for second years are being developed. The School has identified experts for writing of units and editing of the courses and the same was placed below:

Experts for Unit writing:

1. **Dr. D.S. Mishra**, Principal Scientist (Fruit Science), ICAR-CHES, Godhra-Vadodara Highway, Vejjalpur(Godhra)-389340, Gujarat, Email: dsmhort@gmail.com, Mob. 7016433203
2. **Dr. Ghanshyam T. Patle**, Associate Professor (IDE), Department of Irrigation and Drainage Engineering, College of Agricultural Engineering & Post Harvest Technology, (Central Agricultural University), Ranipool, Gangtok, Sikkim-737135; Email: gtpatle77@gmail.com
3. **Dr. Jitendra Rajput**, Scientist, Division of Agricultural Engineering, Indian Agricultural Research Institute(IARI), New Delhi-12, Mob.: 08700618221; Email: jitu.caepht@gmail.com,
4. **Dr. Dipankar Dey**, Retd. Principal Scientist (Agri Engineering), K-1004, Prateek Laurel, Sector 120, Noida-201307, Email: dipankar.ncr@gmail.com
5. **Dr. Sagar Deshmukh**, Asst. Professor Gr I, School of Agro and Rural Technology, Indian Institute of Technology - Guwahati, Guwahati – 781039, Assam, India, Phone: 0361-258-3795, 9561307116, Email: sagarsd@iitg.ac.in

Experts for editing:

1. **Dr. Dinesh Kumar**, Principal Scientist, ICAR-Indian Agricultural Research Institute, New Delhi
2. **Sh. Niraj Shukla**, Vice President, NCDEX, Ackruti Corporate Park, 1st Floor, L.B.S. Road, Kanjurmarg (West), Mumbai- 400078, Mobile- 9323614626, Email: niraj.shukla@ncdex.com
3. **Dr. Chidanand Patil**, Associate Professor & Head, Department of Applied Agriculture, Central University of Punjab, Bathinda. Punjab. India. PIN: 151001, Mobile: +91-7973854382, chidusam@gmail.com
4. **Dr. Ramesh Yadav**, Professor and Principal Scientist, Division of Vegetable Science, IARI, New Delhi
5. **Dr. S.V.N Rao**, (Retd.) Prof. & Head, Dept of Veterinary and AH Extension, Rajiv Gandhi Institute of Veterinary Education and Research, 38, First Main Road,

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Kaverynagar, Reddiyarpalayam, Puducherry – 605010, Email: svnrao1953@gmail.com, Ph: 0413 2290610 (R), 09443007506 (M)

6. **Dr. Suneel Deambi**, S-53/44, DLF City, Phase-III, Gurgaon, (Haryana), Pin-122001, Home: 0124- 064140; Mobile: 8076095660/9650915510, E-mail: sdeambi@airtelmail.in
7. **Dr. Gaganesh Sharma**, Director, National Center for Organic and Natural Farming, Hapur Road, Near CBI Academy, Sector 19, Kamla Nehru Nagar, Ghaziabad, Uttar Pradesh 201002, email: gaganncof@gmail.com, 62651315575.
8. **Dr. Amandeep Sharma**, Professor cum Head, Department of Dairy Engineering, College of Dairy and Food Science Technology, Guru Angad Dev Veterinary and Animal Sciences University, Ludhiana. Email: amandeep@gadvasu.in Mobile: 9888881993
9. **Dr. Rohitashw Kumar**, Associate Dean and Professor, Division of Agricultural Engg, Sher-e-Kashmir University of Agriculture Sciences & Technology, Shalimar Campus, Srinagar -191 121 (J& K); Mobile: 09419005201.
10. **Dr. Dipankar Dey**, Retd. Principal Scientist (Agri Engineering), K-1004, Prateek Laurel, Sector 120, Noida-201307, email: dipankar.ncr@gmail.com
11. **Dr. Sagar Deshmukh**, Asst. Professor Gr I, School of Agro and Rural Technology, Indian Institute of Technology - Guwahati, Guwahati – 781039, Assam, India Phone: 0361-258-3795, 9561307116, Email: sagarsd@iitg.ac.in

SB.46.13.2 The School Board considered and approved the names of experts for Unit Writing and Course Editing for the Master of Business Administration (Agribusiness Management).

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

16th December, 2024

Praveen
16/12/24
(Praveen Kumar Jain)
Chairman
प्रो. प्रवीण कुमार जैन / Prof. Praveen Kumar Jain
निदेशक (कृषि विद्यापीठ) / Director (SOA)