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MINUTES OF THE SEVENTEENTH MEETING OF THE SCHOOL BOARD OF THE SCHOOL OF SCIENCES HELD ON MARCH 31, 1998 AT 11.00 A.M. IN THE CONFERENCE ROOM OF SCHOOL OF SCIENCES, IGNOU, MAIDAN GARHI, NEW DELHI-110 068.

The following were present:

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| 1. | Prof. B.S. Saraswat | Chairman |
| 2. | Prof. R.N. Khanna | Member |
| 3. | Prof. P.N. Srikanth | Member |
| 4. | Prof. P. Dayanandan | Member |
| 5. | Prof. Shakti R. Ahmed | Member |
| 6. | Prof. M.M. Pant | Member |
| 7. | Prof. S.S. Hasan | Member |
| 8. | Dr. Amrita Nigam | Member |
| 9. | Prof. R.K. Bose | Special Invitee |
| 10. | Dr. S. Kannan | Special Invitee |
| 11. | Dr. Vijayshri | Special Invitee |

Prof. A.R. Verma could not attend the meeting.

At the outset the Chairman extended a hearty welcome to all the members. For the benefit of the new members the Chairman gave a brief introduction to the activities of the School. He informed the members that the School of Sciences has been contributing courses for various programmes of the University such as B.Sc., B.A., B.Com., B.C.A., B.T.S. and C.E.S. The School has so far developed one preparatory, one foundation, 43 electives and two application oriented courses worth a total of 180 credits each in English and Hindi medium. The quality of courses has been highly appreciated and institutions from Asia and Africa have shown keen interest in buying courses of the School. Currently the School is engaged in developing 11 electives and 5 application oriented courses for the Bachelor's Degree Programme. The School has also started working on planning and development of the following programmes:

1. P.G. Diploma in Analytical Chemistry
2. Certificate Programme on Teaching of Primary School Mathematics
3. Modular Programme on Science and Technology for Sustainable Development
4. Certificate Programme for Training Laboratory Technicians
5. Aquaculture
6. Applicable Mathematics
7. Biotechnology

After this presentation, items on agenda were taken.

Item No.1: To confirm the minutes of the Sixteenth Meeting of the School Board

17.1.1 The Board was informed that the Minutes of the Sixteenth Meeting held on December 24, 1997 were circulated to the members on January 8, 1998 and no comments had been received from any of the members. The Board confirmed the minutes.

Item No.2 To approve the syllabus of the Physics Elective course Electrical Circuits and Electronics (PHE-10)

17.2.1 The Board was informed that the PHE-10 course is a third level B.Sc. elective course. The course comprising twelve units has been edited by the content editor and its different blocks are in various stages of production.

17.2.2 The Board was further informed that originally the course had 14 units. On the advice of the editor, two units i.e. Unit-4 on Special Semiconductor Devices and Unit-8 on Electronic Instruments were dropped from the course. Photocopies of the course material comprising only 12 units are being sent to the students for the last two years. But in May 1997, the editor had suggested that the unit on Electronic Instruments be included as unit-13 in the course. But this unit had not been written so far therefore the Chairman requested that the syllabus comprising only 12 units be approved.

17.2.3 The Board after considering all the aspects, approved the syllabus containing 13 units. In view of the exigencies of preparation of material, the Board authorised the Chairman to get the course containing 12 units printed first and the Unit-13 separately this year. From the next year Unit-13 will be printed as a part of Block-4.

Item No.3 To approve the Programme Structure of the Post-graduate Diploma in Analytical Chemistry

17.3.1 On the request of the Chairman, Dr. S. Kannan, Programme Coordinator introduced the item. He informed the Board that the programme is being envisaged as a modular programme leading to P.G. Diploma, Advanced Diploma and a Master's Degree in Analytical Chemistry. The programme is being aimed at training analytical chemists working in / aspiring to work in R&D labs and in industry.

17.3.2 The Board was informed that a workshop was organised in March 1997 to assess the need for such programmes and to identify areas for programme development. The workshop was followed by constitution of a Programme Experts Committee which met on January 21 & 22, 1998 and designed the programme structure of the P.G. Diploma module and suggested a tentative programme structure for the advanced Diploma module.

17.3.3 The Board perused the programme structure, aims and objectives and credit weightage for theory and practical components of different courses of the programme. The Board appreciated the efforts of chemistry discipline of introducing a need based and flexible modular programme in the area related to national development.

17.3.4 The Board advised that

- i) a blueprint for organising practical work be prepared
- ii) units on Management of Hospital Waste and Plastic Waste be included in Elective Course-2 on "Hazardous Waste Characterisation & Management".
- iii) the elective course-12 "Cosmetics, Perfumes and Detergents" may be given priority along with other four electives notified as per Programme Expert Committee recommendations.
- iv) the title of the elective course 'Bioanalytical Techniques' may be changed as 'Clinical Analysis'
- v) measures may be taken to explore the possibility of sponsorship from industry and in-house training of our clientele.
- vi) the name of Prof. I.K. Verma of IIT, Delhi be included in the list of experts for Elective Course-10.

With these suggestions, the programme structure of PGDAC and the lists of course experts suggested by the Programme Expert committee were approved.

Item No.4 To ratify the action by the Chairman on recommending the names of the Course Writers for various courses.

17.4.1 The Board was informed that meeting of Course Writers/Course Expert Committee members of 'Statistical Techniques (AST)', 'Operations Research (AOR)', 'Course-2 of Certificate Programme on Teaching of Primary School Mathematics', 'Optical Methods' and 'Electroanalytical and other Methods' courses were held. Names of Course Writers/Course Expert Committee members were recommended to the Vice-Chancellor for approval.

17.4.2 The Board ratified the action taken by the Chairman.

Item No.5 To report on the approval of the Certificate Programme for Training Laboratory Technicians.

17.5.1 The Chairman informed the members that during May 13-18, 1996 a workshop was organised by the School to design curriculum for a Certificate Programme for Training Laboratory Technicians. In the Workshop 37 Experts drawn from BRAOU, IGNOU, YCMOU, and Open Universities of Bangladesh, Pakistan and Sri Lanka and Commonwealth Secretariat, London participated. The experts discussed programme structure, prepared syllabus and decided credit weightage for each course of the programme. The matter was reported to the School Board on July 5, 1996 and Planning Board on July 22, 1997, which gave approval for offering the programme.

17.5.2 School Boards approve the structure of programmes and courses on the recommendations of the expert committees. As no expert committees were appointed for this programme, questions were raised about the approval of programme structure and course structure in the subsequent meeting of the School Board held on March 19, 1997.

17.5.3 As a very elaborate exercise involving experts from distance education institutions from India and abroad had already been done, the University was not inclined to appoint expert committees. The School faculty, then decided to request the Vice-Chancellor under Statute 10(3) of IGNOU Act to approve the Programme Structure and Course Syllabi that emerged out of the workshop as those recommended by the Experts Committees. Accordingly, the Vice-Chancellor approved the Programme Structure and Course Syllabi of the Programme. The Board took note of approval of the programme structure and course structure by the Vice-Chancellor.

17.5.4 The Board further advised that;

- i) the education authorities of the States and the Centre be requested to offer jobs to those qualifying CPLT.
- ii) while preparing course materials, improvisation methodology may also be incorporated in the form of alternatives to make up for lack of facilities in the laboratories.
- iii) Madras museum may be contacted to send a copy of Biology curriculum of the academic programme run by it.

The advice of the Board was noted.

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

RM
 28/9/98
 (B.S.SARASWAT)
 CHAIRMAN

