

## **Minutes of the 51<sup>st</sup> School Board Meeting of School of Health Sciences**

The 51<sup>st</sup> School Board Meeting of SOHS was held on the 29<sup>th</sup> April, 2013 under the Chairmanship of Director, School of Health Sciences in the Conference Room of School of Sciences, D-Block, New Academic Complex, IGNOU at 10.30 am.

### **The Following Members were present:**

1. Prof. T. K. Jena, Director, IGNOU, New Delhi (Chairperson)
2. Dr. (Prof.) R.N. Salhan, Pro -VC, SMU and Dean, Sikkim Manipal Institution of Medical Sciences, 5th Mile, Tadong, Gangtok, Sikkim
3. Dr. R.K. Srivastava, Former DGHS, Govt. of India, 25/504, East End Apartments, Mayur Vihar Phase -1 Delhi
4. Dr. Sanjay Chaturvedi, Professor, Department of Community Medicine, UCMS & GTB Hospital, New Delhi
5. Dr. K. Lalitha, Professor and Head Dept. of Nursing, NIMHANS, Houseer Road, Bangalore
6. Ms. Rafath Razia, Deputy Director Nursing, Govt. of A.P, Hyderabad
7. Dr. Nilima Srivastava, Associate Professor, SOGDS, IGNOU, New Delhi
8. Dr. Suhas Shetogovekar, Associate Professor, SOSS, IGNOU, New Delhi
9. Dr. G. Mahesh, Assistant Professor, SOSW, IGNOU, New Delhi
10. Prof. S.B. Arora, School of Health Sciences, IGNOU, New Delhi
11. Prof. Bimla Kapoor, School of Health Sciences, IGNOU, New Delhi
12. Prof. Pity Koul, School of Health Sciences, IGNOU, New Delhi
13. Dr. Ruchika Kuba, Associate Prof. School of Health Sciences, IGNOU, New Delhi
14. Dr. Biplab Jamatia, Assistant Prof. (Sr. Scale), School of Health Sciences, IGNOU, New Delhi
15. Mrs. Reeta Devi, Assistant Prof. School of Health Sciences, IGNOU, New Delhi
16. Ms. Neerja Sood, Assistant Prof. School of Health Sciences, IGNOU, New Delhi (Convener)

### **The Following Members could not attend the meeting:**

1. Dr. Nilima Srivastava, Associate Professor, SOGDS, IGNOU, New Delhi
2. Prof. P.K. Biswas, STRIDE, IGNOU, New Delhi
3. Mrs. Laxmi, Assistant Prof. School of Health Sciences, IGNOU, New Delhi

Chairperson welcomed all the members. He informed the members about the decision of IGNOU to keep the programmes in abeyance if they are full time in nature or offered through MOU without School Board's approval. So the admission process to four Programmes of SOHS namely, BSCHOT, PGDDHM, PGDBE and BSCHOT are kept on hold for July, 2013 session. Director clarified that advertisement to PGDCC programme will also be affected unless ODL component is added to it.

He also briefed the members regarding the National Consultation Meeting held on 19<sup>th</sup> March, 2013 to discuss about the policy framework for SOHS in which concern was shown by experts for quality assurance & monitoring of Programmes. He requested members to suggest concrete steps to monitor them. Members suggested that Minutes of National Consultation Meeting could be circulated requesting to suggest for monitoring steps so that it could be discussed in the next School Board Meeting.

With the above introductory remarks, the agenda items were taken up for discussion.

### **Item No. 51.1 Confirmation of the minutes of the 50<sup>th</sup> School Board Meeting**

Prof Pity Koul had given two observations which were agreed to as follows:

Item No. 50.7: The item "Approval of Examination Strategy of the CNIC, CMCHN, DCCN programmes" – should be read as "Approval of Practical Examination Strategy of the CNIC, CMCHN, DCCN programmes".

In the 1<sup>st</sup> paragraph, "Programme Coordinator proposed for conduction of a separate Term End Examination for three programmes namely CNIC, CMCHN, DCCN" should be read as: "Programme Coordinator proposed for conduction of Term End Examination for each of the three programmes namely CNIC, CMCHN, DCCN.

Item No. 50.8 The sentence in 2<sup>nd</sup> paragraph 'Nursing faculty insisted to continue the programme in present form' to be deleted.

With the above observations, the Minutes of the 50<sup>th</sup> School Board Meeting was approved.

### **Item No. 51.2 Approval of New Phase-II Form of Diploma in Mental Health Nursing Programme**

Prof. Bimla Kapoor, the Programme Coordinator informed the members that the 48<sup>th</sup> School Board had already approved the old Phase 3 form for the programme. However, as the forms are revised, the proposal in new Phase 2 form is being submitted again. The additional features that needs approval includes establishment of Programme Study Centers in various regions; timeline for completing the various tasks before launching the programme and implementation strategy. She also clarified that a PSC will be kept in abeyance if enrollment falls below 10 students.

Dr.P.K.Biswas, Member of School Board, could not attend the meeting but had e-mailed his observations which was read out. His suggestions to increase the number of tele-sessions (4 sessions for 4 credits), duration of interactive radio counseling sessions and making CRC ready at least 3 months before launching of the programme was accepted by the Programme co-ordinator.

With the above observations, the New Phase 2 form for Diploma in Mental Health Nursing Programme was approved.

### **Item No. 51.3 Review the criteria for preparation of national merit list for admission to Post Basic B.Sc. Nursing Programme**

Prof. Bimla Kapoor, Programme Coordinator briefly narrated the admission procedure being followed by IGNOU for Post Basic B.Sc. Nursing Programme since its inception. She also mentioned that representations were being received by IGNOU from Senior nursing personnel to add weightage for their experience in the entrance examination marks. After deliberation, members were unanimous for giving weightage for experience of applicants in the entrance marks. It was agreed that the experience will be counted from the date of RNRM registration without asking for experience certificate as proof.

On the issue of conduction of entrance examination for admission, Prof.Pity Koul mentioned that, the entrance examination was envisaged in 1991 when the programme was first planned and designed. But, due to shortage of faculty, it could not be implemented then. Dr.R.N.Salhan and other members shared their experience of

entrance examination and it was agreed that to ensure admission of meritorious students, entrance examination is necessary. After detailed deliberations, the following guidelines were decided for future admission process to Post Basic B.Sc. Nursing Programme of IGNOU.

- Applicants will be eligible for appearing in entrance exam only if he / she has completed two years after RNRM registration. The crucial date for the purpose will be the last date of receipt of application. If a candidate falls short of two completed years before the last date, then, the student will be treated as ineligible and hall ticket for entrance exam should not be issued.
- National merit list to be prepared on the basis of national a level entrance examination.
- Category wise national merit list to be prepared and followed for admission as per the Government of India guidelines.
- All applicants eligible to appear in entrance will also be eligible for counseling on merit basis. There will be no cut off percentage in the entrance marks as eligibility for counseling for various categories.
- Additional weightage in entrance mark will be given to applicants who have more than 5 years of experience after RNRM registration.

Years of experience (to be counted from the date of RNRM registration)	Additional weightage in entrance exam marks (to be calculated as percentage of maximum marks)
>5 to 10 years	10% marks
>10 to 15 years	15% marks
>15 years	20% marks

With the above observations, the eligibility Criteria for entrance examination and procedure for preparation of national merit list for admission to Post Basic B.Sc. Nursing Programme was approved by the members.

**Item No. 51.4 Approval of Advisory Committee and Modification of eligibility criteria of PDCDM Programme**

**(i) Approval for Advisory Committee for PDCDM Programme**

Dr.Ruchika Kuba, Programme Co-ordinator mentioned that PDCDM Programme was launched on pilot basis in July, 2012 session. But a lot of decisions are required to be taken from time to time in relation to admission, practical training, stipend and sponsorship related issues. She requested the members to approve the formation of an Advisory Committee involving experts, representative from Ministry and IGNOU faculty. After detailed deliberation, following names were approved for the Advisory Committee.

Dr.S.K.Agarwal, Department of Nephrology, AIIMS, New Delhi  
 Dr.D.S.Rana, Department of Nephrology, Ganga Ram Hospital, New Delhi  
 Dr.Harsh Jauhari, Sr. Transplant Surgeon, Ganga Ram Hospital, New Delhi  
 Dr.A.K.Hooda, Specialist Nephrologist, Army Hospital (R&R), New Delhi  
 Dr.Sham Sunder, Department of Nephrology, RML Hospital, New Delhi  
 Dr.Anil Kumar, CMO, DGHS, New Delhi  
 Prof.T.K.Jena, Programme Co-ordinator, SOHS, IGNOU  
 Dr.Ruchika Kuba, Programme Co-ordinator, SOHS, IGNOU

## **(ii) Modification of eligibility criteria of PDCDM Programme**

As per item No.50.6 of the 50<sup>th</sup> School Board Meeting, it was decided that the modified eligibility criteria for admission to PDCDM Programme would be taken up with DGHS. Accordingly, the matter was conveyed to DGHS and later on, discussed in the core committee meeting. In the meantime, in relation to a court case, DGHS had also modified the eligibility criteria and conveyed to the School about it.

Dr.Ruchika Kuba mentioned that Dr.S.K.Agarwal, one of the Core Group member had objected to expanding the eligibility criteria, as it could dilute the training quality. On this, Dr.R.K.Srivastava, briefed the members about the genesis of the programme and the importance of taking Nephrology Society of India, National Board of examination and MoHFW into confidence for a long term sustainability of the programme and providing lateral entry to DNB in Nephrology. Dr.R.N.Salhan, who is also the Vice President of the National Board, informed that lateral entry to Nephrology for students completing the PDCDM Programme could be restricted only to the students having MD Degree in Medicine or Pediatrics. Therefore, extension of the eligibility criteria should not affect the quality of the Nephrology training. After a long deliberation, the eligibility criteria was modified as mentioned below:

"The preference for admission will be given to the applicants having MD/DNB in Medicine or MD/DNB in Paediatrics. However, if sufficient number of candidates do not apply, then candidates with relevant PG Medical qualification would be considered i.e. Geriatric Medicine, Anaesthesia, Critical Care medicine, Emergency Medicine, Respiratory Medicine or Tropical Medicine".

Dr.Srivastava, mentioned that the DGHS should be communicated to inform the concerned sections in the Ministry about the modified eligibility criteria, so that the sponsorship and other financial matters do not get affected.

With the above observation, the modified criteria was approved by school Board.

## **Item No. 51.5 Approval of "Criteria for Core Competency" for signing MOU**

As per the item No.50.2 of the 50<sup>th</sup> School Board Meeting, the core competency of the institutions signing MOU with IGNOU needed to be defined. Accordingly, the matter was discussed in the School Council Meeting of SOHS and the agreed definition of core competency was placed before the School Board. After deliberation, members agreed to the following criteria:

"The core competency of an institution should mean Availability of expertise for designing, developing, implementing or monitoring an academic Programme in the field of health. It could also include the availability of infrastructure for carrying out Research activities in the field of Health. However, the competency has to be Programme specific and needs to be specified in the MOU".

## **Item No. 51.6 Modification of eligibility criteria for Certificate in AYUSH Nursing**

Prof. Bimla Kapoor informed that the School of Health Sciences, with financial assistance from Department of AYUSH, Government of India, has developed a Certificate Programme in AYUSH Nursing (Ayurveda) for ANMs to provide quality care to the patients undergoing treatment under Ayurvedic system of medicine. Department of AYUSH, GOI has proposed that programme should be extended to GNMs also. So, the proposed change in eligibility is as follows:

Existing Criteria	Proposed Criteria
<ul style="list-style-type: none"> <li>• In Service ANMs</li> <li>• 1<sup>st</sup> Batch - Sponsored ANMs from AYUSH Hospitals/Health Centers by Department of AYUSH, GOI.</li> <li>• From 2<sup>nd</sup> Batch - Offer to all in-service ANMs</li> </ul>	<ul style="list-style-type: none"> <li>• In Service ANMs and GNMs</li> <li>• 1<sup>st</sup> Batch - Sponsored ANMs and GNMs from AYUSH Hospitals/Health Centers by Department of AYUSH, GOI.</li> <li>• From 2<sup>nd</sup> Batch - Offer to all in-service ANMs and GNMs working in health sector</li> </ul>

Members approved the proposed eligibility criteria for the Certificate in AYUSH programme.

#### **Item No. 51.7 Continuation of admission to PGDDHM Programme**

Prof.S.B.Arora, Programme Co-ordinator mentioned that the PGDDHM Programme was being offered in collaboration with PHRN as a part of MOU having a provision of fee sharing since 2009. Admission to the programme for July, 2013 session has been stopped as a policy decision of IGNOU. Therefore, approval of School Board is needed for admitting students to July, 2013 session. Dr.R.K.Srivastava, mentioned that NRHM is a national Flagship Programme. PGDDHM Programme of IGNOU addresses the aim at bridging the trained man power gap under NRHM. Therefore, IGNOU must continue its admission process in the programme while taking remedial measures to comply with its constitutional requirements.

All members agreed to the observation and approved the continuation of the PGDDHM Programme from July, 2013 session.

#### **Item No. 51.8 Signing of MOU with PHRS**

Director mentioned that PGDDHM Programme was being offered as a part of MOU having fee sharing provision. MOU has expired in March, 2013. Now, Public Health Resource Society (PHRS) (which was earlier known as PHRN) has agreed to sign a new MOU with IGNOU as per IGNOU's terms and conditions i.e.

- There will be no financial implication.
- MOU will aim at using Core competency of PHRS i.e. competency in training & capacity building of those engaged at grass root level in the field of public health, health management and research.
- sharing expertise and help IGNOU to monitor the programme and assure quality.

Members agreed to the proposal and approved the signing of MOU with PHRS after due legal and financial vetting.

#### **Item No. 51.9 Approval of Minutes of Doctoral Committee Meeting for Ph.D. Nursing**

Prof.Bimlia Kapoor, Programme Co-ordinator presented the minutes of the Doctoral Committee. She also presented the Progress report of 17 candidates that were reviewed by the Doctoral Committee.

Members reiterated their previous observation recorded in the 49<sup>th</sup> School Board Minutes vide item No.49.7 that the progress report by the candidates should be taken up only as reporting item to the School Board. However, they had also the following observations:

- Ph.D students should be asked to present their progress report in person.
- Supervisor should be invited to the presentation. TA/DA issue could be taken care if supervisors interact through video conferencing.
- Publication in index journal could be relaxed to non-indexed Journals also, as the number of indexed journals in nursing are very few. However the published topic should be in relation to Ph.D work
- The presentation of papers in National & International Conference should be made in the subject area of Ph.D though it may not be strictly out of their Ph.D work.
- Seminars presented by the students should include independent or dependent variables related to their Ph.D. work

**Item No. 51.10 Continuation of admission to PG Diploma in Bio-ethics Programme**

Director, briefed the members about the genesis and status of the PGDBE Programme which is on offer as a part of MOU with ICMR. He clarified that the Phase-4 form of the Programme is yet to be approved by the APC and hence the programme has been stopped from advertisement. He also informed that a meeting was held with the then Vice Chancellor on 15<sup>th</sup> March, 2013, in which the Director, NIE communicated that the Programme could be advertised by IGNOU as its own programme and have the sole copyright. Director, NIE had also requested to accommodate the 50 students selected by them in July, 2012 as a part of their extramurally supported project. When the matter was sent for legal opinion, Legal Cell advised to terminate the existing MOA which is valid till August, 2013 and sign a new MOA mentioning the obligations of both the institutions. Director also mentioned that the programme could be taken up for advertisement after the completion of formalities if School Board agrees to its continuation.

After deliberation, Members approved the following;

- Termination of the existing MOA with NIE, ICMR
- Signing of a new MOA to accommodate the 50 students selected by NIE, ICMR in July, 2012 as a part of their extramurally supported project; and
- Continuation of admission to the Programme after the transfer of copyright to IGNOU.

**Item No. 51.11 Approval of name of course writers/editors of CNIN & CMCHN Programme**

Prof. Pity Koul programme coordinator presented a list of course writers and course editors for the revision of Certificate in Newborn and Infant Nursing. She also provided a list of additional experts for various activities of CMCHN and CNIN programme.

Members observed that separate list should be prepared for Writers & Editors. Programme Co-ordinator agreed to the suggestion.

With the above observations the suggested names of experts were approved.

**Item No. 51.12 Name of experts (curriculum design committee) of PGDCC programme**

Dr. Biplab Jamatia presented a list of experts for the curriculum committee of PGDCC programme. Director suggested to include ODL component during the revision of the programme so that admission to the programme in the next admission cycle is not affected.

With the above observation, the list of experts was approved by the School Board Members.

**Item No. 51.13 Any other agenda**

**a) Approval of list of experts for Script writing and assignment workshop for DCCN Programme**

Prof. Pity Koul presented a list of experts for script writing and assignment workshop for the Diploma in Critical Care Nursing.

Members suggested that to minimize the expenses, experts from the local and nearby area should be invited for script writing. Outside experts could be involved in vetting of the scripts. For Assignments, invitation should be limited to only the local experts.

With the above observations, the list of experts was approved by School Board Members.

**b) Approval for conduction of term-end of Practical Examination for PDCDM Programme**

Dr. Ruchika Kuba, Programme Co-ordinator presented the term-end practical examination procedure to be followed for Post Doctoral Certificate in Dialysis Medicine (PDCDM) programme. After discussion, the following guidelines were approved;

- The term-end practical examiners should be identified out of the panel of the counsellors approved for counseling in the programme.
- A maximum of four students should be examined per day for a set of examiners involving one external and one internal expert.
- PSCs having 1-2 students should be clubbed with other Centres for conduction of Term End Practical examination.
- The examination process and payment norms laid down for Post Graduate Medical / Dental Programmes should be followed.
- Term end practical examination should be held both in July and December sessions. Number of examination centre could be decided as per the above mentioned guidelines.

It was clarified by Director, that the term end practical examination for all SOHS Programmes has already been decentralized. All the Programme Co-ordinators should ensure that the letter indicating engagement of experts as examiners, is issued by the Regional Directors to conduct such examinations.

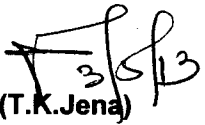
**c) Discussion on BSCHOT Programme**

In response to the opening remarks by Director, SOHS, Prof.S.B.Arora, Programme Co-ordinator mentioned that B.Sc.(Hons) in Optometry and Ophthalmic Techniques

(BSCHOT) is an IGNOU programme. Admission to the programme in July, 2013 session should be allowed as the programme aims to meet the manpower need of the Country in preventing blindness. He also clarified that self-learning material is available and there is a teleconference provision for the students. During deliberation, Director clarified that the programme was approved by the Academic Council for launching as a part of MOU with FOREC. Only the 1<sup>st</sup> year of the programme was supposed to be launched in face-to-face mode. However, all the six batch of students who have been enrolled in IGNOU are undergoing the training as a full time programme. As IGNOU's mandate does not allow it, the programme implementation needs to be reviewed and revised. Members agreed that the implementation design of the programme should be planned in accordance with the constitution of IGNOU.

With the above observation, Programme co-ordinator was informed to initiate a proposal to revise the programme and also develop an alternative model of implementation which could be taken up in the next School Board for further deliberation.

Meeting ended with vote of thanks to the chair and the participants.

  
(T.K.Jena)

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