

**Minutes of the 66<sup>th</sup> School Board Meeting of  
School of Health Sciences**

The 66<sup>th</sup> Meeting of School Board of Director, School of Health Sciences was held on 7<sup>th</sup> September, 2018, in the Conference Room Ground Floor D-Block, IGNOU Maidan Garhi New Delhi at 11 am under Chairmanship of Director, School of Health Sciences .

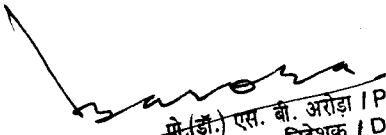
**The Following Members were present:**

1. Prof. S.B. Arora, Director, SOHS, IGNOU, New Delhi, (Chairperson)
2. Prof. A.K. Sood , Ex. Professor and Head, Education and Training Department, National Institute of Health and Family Welfare, Mehrauli Road, Munirka
3. Dr. MK.Sudarshan, Project Lead, WHO- APCRI Indian Multicentric Rabies Survey, Bangalore
4. Prof. P.V.K Sasidhar, Director, SOEDS
5. Dr. Heena K. Bijli , Director, SOCE
6. Prof. T.K.Jena, Professor, SOHS, IGNOU, New Delhi
7. Prof.. Ruchika Kuba, Professor, SOHS, IGNOU
8. Dr. Biplab Jamatia, Assistant Professor (Sr. Scale), SOHS, IGNOU
9. Ms. Neerja Sood, Assistant Professor (Senior Scale), SOHS, IGNOU
10. Dr. Reeta Devi, Assistant Professor (Senior Scale), SOHS, IGNOU
11. Ms Laxmi, Assistant Professor (Sr. Scale), SOHS, IGNOU (Special invitee)
12. Ms. Rohini Sharma Bhardwaj , Assistant Professor, SOHS, IGNOU

**The following members could-not attend the meeting:**

1. Prof. Rajesh Kumar, Head, Department of Community Medicine, PGIMER Chandigarh.
2. Prof. Reddemma, Nodal Officer, Ph.D. Consortium (INC), St. Johns College of Nursing, Bangalore
3. Prof. Prassana Kumari , Joint Director of Nursing Education , Directorate Medical Education, Medical College P.O. , Tiruvananthapuram
4. Prof. Ravi Shankar , Professor, SOMS,IGNOU
5. Prof. Santosh Panda, Professor, STRIDE ,IGNOU
5. Prof. Pity Koul, Professor, School of Health Sciences (SOHS), IGNOU

At the outset, Prof. S.B. Arora, Director, SOHS and Chairperson welcomed the Members of the School Board to the 66<sup>th</sup> Meeting of School Board. Thereafter, the agenda items were taken up for discussion as mentioned below:

  
प्रो. (डॉ.) एस. बी. अरोड़ा / Prof. (Dr.) S. B. Arora  
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**66.1 Approval of the Minutes of 65<sup>th</sup> Meeting of School Board held on 10<sup>th</sup> November, 2017.**

Chairperson, presented the minutes of 65<sup>th</sup> meeting of School Board held on 10<sup>th</sup> November, 2017. Mrs. Laxmi, Programme Coordinator, mentioned that approval of School Board is necessary for the re-launch of the CAHC programme and same may be incorporated in the Minutes. This was agreed upon by all the members. The minutes of 65<sup>th</sup> meeting of School Board were approved.

**66.2 Confirmation of the Minutes through circulation for approval of modifications in revised CHCWM Programme as per the directions of 65<sup>th</sup> School Board Meeting held on 10<sup>th</sup> November, 2017**

Chairperson, reported the minutes approved through circulation for modifications in the revised CHCWM Programme on 9<sup>th</sup> February, 2018. Prof. Ruchika Kuba, Programme Coordinator mentioned that after approval of the modifications by circulation, the minutes of the 65<sup>th</sup> school board were approved by Hon'ble Vice Chancellor and the revised programme was launched from January 2018. The modifications were later ratified in the 46<sup>th</sup> meeting of ACSC held on 24<sup>th</sup> May 2018.

The minutes related to approval of modifications in the revised CHCWM Programme were confirmed by the School Board.

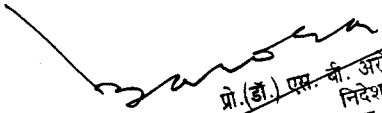
**66.3 Confirmation of the Minutes through circulation for approval of following three agenda items.**

**66.3.1: Re-starting of Post Graduate Certificate in Acupuncture Programme (PGCACP) from forthcoming session**

**66.3.2: Names of selected candidates for admission to Ph.D in Nursing for July, 2018 session**

**66.3.3: Signing of MOU with Ministry of Health and Family Welfare (MoHFW) for developing and launching skill based training programmes in Health Sector**

Chairperson asked for the observations in the minutes of School Board held through circulation in May, 2018. It was pointed out that the approval through circulation was for restarting the Post Graduate Certificate in Acupuncture Programme (PGCACP) whereas the School Board approval vide Item No. 65.7 mentioned about the approval of Phase 1

  
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form through circulation. After deliberation, it was decided that as the PGDACP was already launched in July, 2018 session, the Phase 2 form needed to be given post facto approval as a remedial measure. This decision was concurred by all the School Board members.

With the above observations, all the items approved through circulation in May, 2018 were approved.

#### **66.4 Reporting Item**

##### **66.4.1 Signing of MOU between IGNOU-MoHFW on June 25th, 2018 for development and launching of Skill Development Programmes**

Chairperson informed the members that an MOU has been signed with the MoHFW on January 25th, 2018 in the presence of Minister of Health and Family Welfare, Minister of Human resource development and Minister of Skill Development and Entrepreneurship.

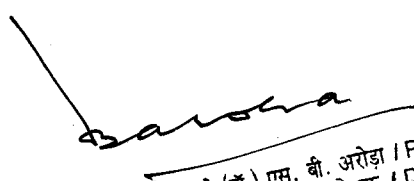
##### **66.4.2 Decision taken by Vice Chancellor in modification of norms of PSC and increase of seats in BPCCHN**

Chairperson reported about the change of criteria for PSC, academic counsellors and the number of seats in each PSC for admission to the BPCCHN programme. Members observed that as the programme is of graduation level, the counselors need to be at post graduation level.

After deliberation, it was decided that specific approval should be sought without diluting the norms to engage counselor of lesser qualification.

##### **66.4.3 Phase -3 form for re-launch of Post Graduate Certificate in Acupuncture (PGCACP) Programme was approved in the 55<sup>th</sup> Academic Programme Committee (APC) held on 20<sup>th</sup> June, 2018 and the Programme has been launched from July, 2018 session.**

Chairperson reported that the approval of Phase -3 form for re-launch of Post Graduate Certificate in Acupuncture (PGCACP) Programme in the 55th Academic Programme Committee (APC) held on 20th June, 2018 and the Programme has been launched from July, 2018 session.

  
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**66.5 Approval of Phase-1 form for following 10 programmes of Skill Training Cell**

**66.5.1 Certificate for General Duty Assistant**

**66.5.2 Certificate for Geriatric Care Assistant**

**66.5.3 Certificate for Phlebotomist**

**66.5.4 Certificate for Home Health Assistant**

**66.5.5 Certificate for Diabetes Educator**

**66.5.6 Certificate for Dietetic Assistant**

**66.5.7 Certificate for Emergency Medical Technician (EMT) -Basic**

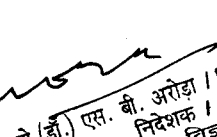
**66.5.8 Certificate for Vision Technician**

**66.5.9 Certificate for Medical Equipment Technology Assistant**

**66.5.10 Certificate for Sanitary Health Inspector**

Prof. T.K.Jena, Project Director for the Skill Training Project presented Phase 1 form of the above mentioned ten programmes. He explained the need of these programmes, implementation strategy and the role of ministry in their launching. To the query from Prof. Shashidhar, Prof. Jena explained that the cost for student support services will be recovered from the admission fees. However, there is a partial provision for funding towards monitoring of the programmes. Members had also reservation about the feasibility of launching the first four programmes in January, 2019. Prof. Jena replied that IGNOU is already committed for launching in January 2019. Therefore, steps are being taken to expedite the process of programme design and development including approval at various levels.

With these observations, the Phase 1 form for all the ten programmes under the MOU with MoHFW were approved alongwith the panel of expert names for the expert committee meeting of first six programmes namely; Certificate for General Duty Assistants, Certificate for Geriatric Care Assistants, Certificate for Phlebotomists, Certificate for Home Health assistants, Certificate for Diabetes Educator and Certificate for Dietetic Assistants.

  
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## 66.6 Approval of the Phase -1 form of Diploma Programme in Yoga

Chairperson, Prof. S.B. Arora presented Phase-1 form for Diploma in Yoga programme which is a part of MOU signed with Swami Vivekananda Yoga Anusandhana Samsthana on 22.9.17.

Referring the 65th School board minutes vide item No.65.5, Prof. Jena pointed out that Phase 1 form for Certificate in Yoga was given approval subject to approval of the statutory bodies and creation of faculty positions. Members agreed to the observations made by Prof. Jena .

## 66.7 Post Graduate Diploma in Bio Ethics (PGDBE) Programme

### 66.7.1 Approval of Re-launch of PGDBE Programme in ODL Mode

Prof. SB Arora , informed members about the need for re-launch of PGDBE programme in ODL mode. However, the mode of the programme is being changed, School Board members mentioned the need to put up the proposal in the Prescribed form.

### 66.7.2 Approval of list of experts for Expert Committee Meeting of PGDBE Programme


Prof. SB. Arora , presented the list of experts for Expert Committee Meeting for PGDBE programme. School Board members suggested some additional names i.e. Dr. Sudershan , Chairman Institutional Ethics committee , Public Health Foundation of India (PHFI) and Fortis Hospital ,Bangalore ; Prof. Ruchika Kuba SOHS ,IGNOU and Dr. Biplab Jamatia, SOHS ,IGNOU.

The members of School Board approved the list of experts presented and the additional names suggested for Expert committee Meeting of PGDBE programme. (Appendix A)

## 66.8 Ph.D in Public Health

### 66.8.1 Principle approval to start Ph.D in Public Health

Dr. Biplab Jamatia, presented the proposal for starting of PhD in Public Health. He also informed that the programme will have an interdisciplinary content with six months course work. After detailed discussion, the proposal was approved in-principle by School Board Members.

  
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### 66.8.2 Approval of list of experts for Expert Committee Meeting of PhD in Public Health Programme


Dr Biplab Jamatia presented list of experts for Expert committee meeting of PhD in Public Health programme. The School Board members suggested some additional names. The following names were approved for expert committee of PhD in Public Health Programme:

- Prof. Rajesh Kumar, HOD Department of Community Medicine and School of Public Health, PGIMER, Chandigarh
- Dr. MK. Sudarshan, Ex. Professor and Head, Rajiv Gandhi Institute of Public Health and Centre for Disease Control, Rajiv Gandhi University of Health Sciences, Bangalore
- Prof. A K Sood, Former Professor at National Institute of Health & Family Welfare, Munirka, New Delhi
- Prof. Sanjay Chaturvedi, Dept of Community Medicine at University College of Medical Sciences, Delhi
- Dr. Anand Krishnan, Centre for Community Medicine, AIIMS, New Delhi, Faculty of Health Sciences Discipline
- Dr. Sanjay Mehendale, Director at National Institute of Epidemiology, Tiruvallur, Tamil Nadu, India
- Dr. Dilip Mavalankar IIPH Ahmedabad
- Dr. Rose Nembiakkim, SOW, IGNOU
- Ms. Neerja Sood, SOHS
- Dr. Reeta Devi, SOHS
- Dr. Ritu Priya Mehrotra, Professor CSMCH, JNU
- Dr. Rama Baru Professor from social science
- Dr. A.K. Jindal, Professor and Head Community Medicine, RR Hospital Delhi.

### 66.9 Diploma in Nursing Administration (DNA) Programme

#### 66.9.1 Approval of Phase Zero Form for Major Revision of DNA Programme

Programme Coordinators informed the School Board that School of Health Sciences launched Diploma in Nursing Administration Programme in 2006. It was also informed that, in 55th School Board Meeting approval was sought for revision of DNA Programme. and an Expert committee meeting was held on 27th July, 2018 wherein a major revision was suggested by the experts because majority of concept related to general and hospital management are out dated in existing DNA program therefore it is essential to

  
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add new concepts including new guidelines by MOHFW, GOI, Council etc. Even the program and courses titles needs to be modified as some of the nomenclatures or terminologies used in existing DNA program are not in use at present.

After discussion members approved the Phase Zero form for the Major Revision of DNA programme.

#### **66.9.2 Approval of list of Experts for Course Writing, Course Editing and for Audio-Visual for revised Programme**

Ms. Neerja Sood and Mrs. Laxmi , Programme Coordinators presented the list of Experts for Course Writing, Course Editing and for Audio-Visual for revised DNA Programme. Members approved the three lists i.e. list of experts for course writers, list of experts for course editors and list of experts for Audio/Visual for revision of DNA programme. (Appendix B)

#### **66.10 Approval of the Phase -2 forms**

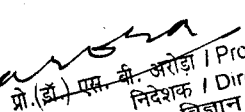
##### **66.10.1 PG Certificate in Biological, Radiological, Nuclear and Explosive Medical Management (PGCBRNE) Programme**

The programme Coordinator Prof. Ruchika Kuba informed the members that an MOC had been signed between INMAS, DRDO and IGNOU on 22<sup>nd</sup> May 2018, for developing specialized technical distance learning Programmes for Armed Forces, Paramilitary Forces and civilians and also to deliver the same. It was proposed to develop a Post Graduate Certificate programme in Chemical, Biological Radiological, Nuclear and Explosive – Medical Management, of 6 months duration under this MOC.

The Phase 1 Form for this programme has been approved by the 64<sup>th</sup> School Board Meeting of School of Health Sciences held on 02<sup>nd</sup> May, 2017 and in the 55<sup>th</sup> meeting of the Academic Programme Committee (APC) held on 20<sup>th</sup> June, 2018.

Phase 2 Form for the PGCCBRNE – MM programme was placed in the school board for approval. The programme coordinator also informed the group that the programme fee had been worked out by the Planning and Development division as Rs. 5,500.

The members suggested that the eligibility could be further qualified as MBBS (recognized by MCI). Dr. Ruchika informed the members that the two corrections in the

  
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programme fee and the eligibility would be made in the phase 2 form. The members approved the phase 2 form.

#### **66.10.2 Certificate Programme in Yoga**

Prof. S.B. Arora , presented the Phase 2 form of Certificate in Yoga. Prof. Jena mentioned that the programmes of Allied discipline i.e. AYUSH must be started in light to the recommendations as given in agenda 66.6 and all the suggestions must be adhered to before launching such programmes. With these suggestions, the Phase-2 form was approved by members of School Board.

#### **66.11 Approval of the extension of registration period of 2015 batch PGDMCH students**


Prof. T.K. Jena, programme coordinator, informed the members of School Board that representation from three PGDMCH students from Chennai Regional centre and one from Ahmadabad Regional Centre was received to extend their normal period of registration by one year as they have not been provided facility to attend contact programme for practical activities. and must be given atleast two chances (one year extension) till June 2019.

The members of the School Board agreed that the students should not be penalized for administrative problems at Regional Centre level and must be given additional chances to complete the programme. The agenda was thus, approved by members of School Board.

#### **66.12 Approval of the Modification in the Eligibility Criteria for Academic Counsellors (ACs) /Clinical Supervisors for CHBHC programme**

Dr. Reeta Devi, Programme Coordinator, informed the members of School Board that the CHBHC programme had been launched in July 2009 and over a period of 9 years it has been observed that no biodata of PIC/ACs are received with GNM as minimum qualification, thus a new modified eligibility criteria for PIC and AC is being recommended for the programme. Prof. Jena , mentioned that the eligibility criteria has been modified to Post graduate degree which is as per the required norm of the University. Ms Neerja Sood, mentioned that the Nursing officer or Head of Nursing department can be GNM and hence, the criteria must be carefully framed.

With above suggestions, the agenda was approved by members of School Board.

  
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### **66.13 Approval of Guidelines for evaluation and examination for BPCCHN Programme**

Dr. Reeta Devi , Programme Coordinator presented the Guidelines for evaluation and examination for BPCCHN programme in order to streamline the guidelines. The members of School Board approved the guidelines for evaluation and examination for BPCCHN programme.

### **66.14 To consider and approve Members for JMCC**

#### **66.14.1 MOU between IGNOU-DGHS, MOHFW**

The programme coordinator, Prof. Ruchika Kuba informed the members that an MOU between DGHS, MOHFW and IGNOU had been signed for training healthcare functionaries in Bio-Medical Waste Management.


As per the MOU a Joint Monitoring and Coordination Committee (JMCC) is required to be constituted for overall administration and implementation of the project. The names of the members had been proposed by the programme coordinator, in line with the guidelines of the JMCC in the MOU, and sent to Vice Chancellor for his approval. A note had been received from ACD asking for approval by school board and academic council. The names of members for JMCC were placed before the School Board of School of Health Sciences for approval.

The board members approved the names. They further mentioned that the approval need not have come to school board, since the approval from the VC was sufficient for notification of the committee

#### **66.14.2 MOU between IGNOU – INMAS**

The programme coordinator Prof. Ruchika Kuba, informed the members that an MOC had been signed between INMAS, DRDO and IGNOU on 22<sup>nd</sup> May 2018, for developing specialized technical distance learning Programmes for Armed Forces, Paramilitary Forces and civilians and also to deliver the same.

As per MOC a "Joint Monitoring & Co-ordination Committee", (JMCC) is required to be constituted which would be responsible for the overall administration and implementation of this MOC. The names had been proposed by the School and approved by the Hon'ble Vice Chancellor.

  
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The names of members for JMCC were placed before the School Board of School of Health Sciences for approval. The board members approved the names. They further mentioned that the approval need not have come to school board, since the approval from the VC was sufficient for notification of the committee

### 66.15 Approval of the progress report of students of Ph.D in Nursing

The Progress Report of Mrs. Laxmi, Ph D in Nursing Scholar for the period of January 2017 to June 2017 and July 2017 to December, 2017 duly approved by the Doctoral Committee in its meeting held on 29th July 2017 and 21<sup>st</sup> March, 2018 respectively was presented in the School Board.

#### Progress report for January to June 2017

Sr. No.	Name	Enrollment Number	Problem statement	Supervisors	Date/ period of progress report	Status	Approved by Doctoral Committee on 29 <sup>th</sup> July 2017	To be Approved by Sch Board
1.	Ms. Laxmi Assistant Professor SOHS IGNOU	131636630	A Study on effectiveness of self learning material on knowledge, attitude and practices regarding behaviour change communication related to reproductive and child health issues among pre-service and in-service ANMS of selected training & health units of Delhi.	Prof. Bimla Kapoor, Ex- Prof. SOHS, IGNOU, New Delhi	July, 2017 to December 2017	Translate the validated self learning material in Hindi and got translated in English by experts, Pilot study for Inservice ANM group has been done, post test will be taken after 30 days and 90 days for inservice ANMs Data entry is in process. For preservice group of study the SLM was distributed and Post test was conducted, Chapter 1 and 3 second draft has been submitted Evaluation for course of DNA and 110,111,IRC for CHBHC	Approved	Approved

  
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**Progress report for July to December 2017**

Sr. No.	Name	Enrollment Number	Problem statement	Supervisors	Date/ period of progress report	Status	Approved by Doctoral Committee on 21st March, 2018	To be Approved by School Board
	Ms. Laxmi Assistant Professor SOHS IGNOU	131636630	A Study on effectiveness of self learning material on knowledge, attitude and practices regarding behaviour change communication related to reproductive and child health issues among pre-service and in-service ANMS of selected training & health units of Delhi.	Prof. Bimla Kapoor, Ex- Prof. SOHS, IGNOU, New Delhi	July, 2017 to December 2017	Post intervention assessment was done from 24th June to 30th September 2017 2nd post Test assessment and assessment on acceptability of SLM after 90 days was done from In-Service ANMs. Data collection for main study has been completed. Data entry for analysis in process. 3rd draft of Chapter-1, submitted, Chapter-2 submitted. 5th draft of Chapter-3 submitted. Chapter-4 in process. Evaluation activities for IGNOU courses carried out.		


The progress report of the PhD in Nursing scholar was approved by the members of School Board.

**66.16 Approval of additional names for evaluators moderators, examiners Course writers / reviewers for all Programmes of SOHS**

• **B.Sc. N(PB)**

The additional list of names of experts for various activities like Course writers / Course Editors/paper setters/moderators/ examiners and evaluators for B.Sc. N(PB) was presented. (Appendix C)

The members of School Board approved the list of experts for various activities like Course writers / Course Editors/paper setters/moderators/ examiners and evaluators for B.Sc. N(PB). (Appendix C)

  
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- **BPCCHN**

Dr. Reeta Devi, Programme Coordinator, presented the names of experts for various activities like Course writers / Course Editors/paper setters/moderators/ examiners and evaluators for BPCCHN programme. (Appendix D)

The members of School Board approved the list of experts for various activities like Course writers / Course Editors/paper setters/moderators/ examiners and evaluators for BPCCHN programme. (Appendix D)

- **CFAID**

Ms. Rohini Sharma, Programme Coordinator presented the additional list of names of paper setters/moderators/ examiners and evaluators for CFAID. (Appendix E)

The members of School Board approved the additional list of names of paper setters/moderators/ examiners and evaluators for CFAID. (Appendix E)

- **DNA**

Ms. Neerja Sood , Programme Coordinator presented the additional list of names of course writers, paper setters/moderators for DNA programme. (Appendix F)

The members of School Board approved the additional list of names of course writers, paper setters/moderators/ for DNA programme. (Appendix F)

- **CHBHC**


Dr. Reeta Devi, Programme Coordinator presented the additional list of names of course writers, paper setters/moderators/examiners/evaluators for CHBHC programme. (Appendix G)

The members of School Board approved the additional list of names of course writers, paper setters/moderators/examiners/evaluators for CHBHC programme. (AppendixG)

#### 65.17 Any other item

##### 65.17.1 Reporting amendment in MOU

Dr. Reeta Devi , reported an amendment in MOU of Certificate In Community Health programme (BPCCHN). She informed that Certificate in community health is offered by IGNOU in collaboration with MoHFW (NHM) . An MOU was signed by IGNOU and MOHFW on March 25th 2016 .The programme was launched in Jan 2017 and is open to the sponsored candidates of the MoHFW. She informed that subsequent to the approval of modification in Title of the programme and eligibility criteria an amendment was made in the MOU accordingly. Since the Programme is flagship programme of the Ministry and is being monitored by


  
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PMO , the programme needed close monitoring and quality consideration, there is now a provision for creating a programme cell with support of MoHFW. The item was confirmed by members of School Board.

**65.17.2 Approval of guidelines for establishing programme study centre for BPCCHN and approve the establishment of programme study centres in private institutions/NGOs.**

Dr. Reeta Devi , Programme Coordinator informed the members of School Board that as per a 10 page guideline received from MoHFW , there is a recommendation of establishing PSC for BPCCHN programme in private institutions and NGO. Members of School Board suggested private hospitals can be considered for establishment of PSC for BPCCHN programme subject to fulfillment of established norms. With these suggestions, the agenda was approved by the members of School Board.

Meeting ended with vote of thanks to the Chair.



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