

**Indira Gandhi National Open University**  
**Minutes of the 67<sup>th</sup> School Board Meeting of School of Health Sciences**

The 67<sup>th</sup> School Board Meeting of School of Health Sciences was held on 2<sup>nd</sup> November, 2018 at 11.00 am, in the conference room of School of Humanities, Block F, Ground Floor, IGNOU, Maidan Garhi, New Delhi, under the Chairmanship of Director, School of Health Sciences.


The following members were present in this meeting:

1. Prof. S. B. Arora, Director, SOHS, IGNOU (Chairperson)
2. Prof. A. K. Sood, Ex Professor, National Institute of Health and Family Welfare, New Delhi
3. Prof. Redemma, Nodal Officer, Ph.D. Consortium, Bangalore
4. Prof. Santosh Panda, Professor, STRIDE, IGNOU
5. Prof. Ravi Shankar, Professor, SOMS, IGNOU
6. Prof. P. V. K. Sasidhar, Director, SOEDS
7. Prof. Heena K. Bijli, Director, SOCE
8. Prof. Pity Kaul, Professor, SOHS
9. Prof. T. K. Jena, Professor, SOHS, IGNOU
10. Prof. Ruchika Kuba, Professor, SOHS, IGNOU
11. Dr. Biplab Jamatia, Assistant Professor, SOHS, IGNOU
12. Ms. Neerja Sood, Assistant Professor, SOHS, IGNOU (Convener)
13. Dr. Reeta Devi, Assistant Professor, SOHS, IGNOU
14. Mrs. Laxmi, Assistant Professor, SOHS, IGNOU, (Special Invitee)
15. Prof. Deeksha Kapur, Professor, SOCE, IGNOU, (Special Invitee)

The following members not attended the meeting:

1. Dr. M.K. Sudarshan, Chairperson, IEC PHFI, Bangalore
2. Dr. Rajesh Kumar, HOD Community Medicine Department, PGIMER, Chandigarh
3. Prof. Prassana Kumari, Joint Director, Nursing Education, Thiruvananthapuram
4. Mrs. Rohini Sharma, Assistant Professor, SOHS, IGNOU

Prof. S. B. Arora welcomed the members and put on record the valuable contribution of the external School Board Members (Prof. Sudarshan, Prof. A. K. Sood, Dr. Rajesh Kumar, Prof. Redemma, Prof. Prassana) who will be completing their term of 2 years as School Board Members of SOHS. He appreciated their valuable services and guidance in various fields during their tenure. Thereafter the following issues were discussed and decisions taken up.

  
प्रो. (डॉ.) एस. बी. अरोड़ा / Prof. (Dr.) S. B. Arora  
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- 67.1 To consider and approve the Minutes of 66<sup>th</sup> School Board Meeting held on 7<sup>th</sup> September, 2018.**

Chairperson presented the 66<sup>th</sup> School Board Meeting held on 7<sup>th</sup> September, 2018. As there were no observations from any of the members, the minutes of the 66<sup>th</sup> School Board Meeting was approved.

- 67.2 To consider and approve the Minutes through circulation for approval of modifications in the revised Phase forms as per approval in the 70<sup>th</sup> Academic Council held on 25<sup>th</sup> September, 2018**

**67.2.1 To consider and approve Phase 2 Form for PGCCBRNE-MM Programme – (Phase 1 Form of the same has already been approved in the 64<sup>th</sup> School Board Meeting of School of Health Sciences held on 02<sup>nd</sup> May, 2017).**


**67.2.2 To consider and approve the Programme Proposal Forms for the following 10 Skill Training Programmes.**

- 67.2.2.1 Certificate for General Duty Assistant**
- 67.2.2.2 Certificate for Geriatric Care Assistant**
- 67.2.2.3 Certificate for Phlebotomist**
- 67.2.2.4 Certificate for Home Health Assistant**
- 67.2.2.5 Certificate for Diabetes Educator**
- 67.2.2.6 Certificate for Dietetic Assistant**
- 67.2.2.7 Certificate for Emergency Medical Technician (EMT) -Basic**
- 67.2.2.8 Certificate for Vision Technician**
- 67.2.2.9 Certificate for Medical Equipment Technology Assistant**
- 67.2.2.10 Certificate for Sanitary Health Inspector**

Chairperson presented the above 11 programmes items as information item to members as these were approved through circulation by School Board Members. These were circulated as university adopted new phase forms for approvals from the statutory bodies of university, thus necessitating the approval of the school board members.

The minutes of items approved by the school board through circulation were approved.

- 67.3 Approval of Programme Development Form (PDF) alongwith the PPR for the Certificate programme in General Duty Assistance.**
- 67.4 Approval of Programme Development Form (PDF) alongwith the PPR for the Certificate programme in Geriatric Care Assistance**
- 67.5 Approval of Programme Development Form (PDF) alongwith the PPR for the Certificate programme in Phlebotomy Assistance**
- 67.6 Approval of Programme Development Form (PDF) alongwith the PPR for the Certificate programme in Home Health Assistance**
- 67.7 Approval of Programme Development Form (PDF) alongwith the PPR for the Certificate programme in Comprehensive Diabetes Care**
- 67.8 Approval of Programme Development Form (PDF) alongwith the PPR for the Certificate programme in Dietetic Assistance.**

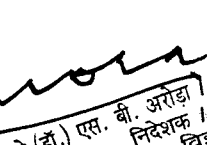
  
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Dr. T. K. Jena, Project Director (STC), briefed the members regarding MOU signed by the IGNOU with the Ministry of Health and Family Welfare, GOI, to train 14 lakh personnel for skilling/updating skill and improving health care delivery system in the country. He presented the Programme Development Forms (PDF) alongwith PPRs for the Certificate programme in General Duty Assistance, Certificate programme in Geriatric Care Assistance, Certificate programme in Phlebotomy Assistance, Certificate programme in Home Health Assistance, Certificate programme in Comprehensive Diabetes Care and Certificate programme in Dietetic Assistance. He presented the details regarding eligibility, target group, duration, proposed fee, level of the programme and career progression as per National Skill Qualification Framework (NSQF); credits for theory and practical courses, programme structure, syllabi, implementation and evaluation strategies of all the programmes. Dr. Jena also briefed members regarding expansion of Learner Study Centers over 4 years.

He informed that initially 100 LSCs with 30 students per LSC will be established under all the 56 Regional Centres. He further stated the decision of the MOHFW, GOI, regarding inclusion of additional 6 months Internship in the 5 programmes (item No.67.3, 67.4, 67.5, 67.6 & 67.8) with 10+2 qualification. He specified that after the completion of 6 months programmes which will be at the NSQF level 3, internship of about 6 months would be added as a separate component to make these programmes at NSQF level 4. 6 months Certificate in Comprehensive Diabetes Care which is at level 5 and is for health sector professionals and internship component is integrated in implementation strategy. Dr. Jena also explained the strategy of facilitating the compilation of assignment and term-end practical marks by Skill Training Cell so as to help SED in declaring result in time.

After detailed deliberations, members suggested the following:

1. Planning Division may be approached for costing of the programme so as to finalise the admission fee.
2. The appendices to Programme Development Form need to be signed by the respective divisions before submitting it to Academic Council.
3. Members suggested for a pilot run of the programmes to find out the future challenges before expanding it further.
4. It was suggested that to increase the weightage of internal assessment i.e. assignments, if term-end theory examination is being proposed in MCQ pattern, it was proposed that for theory, Internal Assessment could be given 50% weightage and can have long and short questions including case studies. For practical, the internal and term-end weightage also be given 50% respectively. The certificate of proficiency could be issued by the hospital where practicals are conducted.
5. Sector Skill Council or some other agency nominated by Sector Skill Council should be part of the monitoring process. This should be built in because these Programmes deals with human beings and confidence of stakeholders which is important.

  
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6. Prof. S. Panda emphasized that IGNOU should issue only the pass certificate after 6 months of completion and internship for 6 months should be a separate component and could be certified by the Sector Skill Council or some other agency.
7. Prof. Ravi Shakar and Prof. S. Panda also emphasized that a permission letter for Skill Training should be obtained from MOH&FW, GOI / UGC before the launching of all the Skill Training programmes.

With the above observations, PDF and PPR Forms of all the 06 programmes i.e. for the Certificate programme in General Duty Assistance, Certificate programme in Geriatric Care Assistance, Certificate programme in Phlebotomy Assistance, Certificate programme in Home Health Assistance, Certificate programme in Comprehensive Diabetes Care and Certificate programme in Dietetic Assistance were approved by the School Board Members.

**67.9 To consider and approve the Programme Proposal Form of Programmes on Yoga**

**67.9.1 Certificate Programme in Yoga (Phase-1 form was approved in the 65<sup>th</sup> SB Meeting held on 10<sup>th</sup> November, 2017 vide item No.65.5)**

**67.9.2 PG Diploma Programme in Yoga (Phase-1 form was approved in the 66<sup>th</sup> SB Meeting held on 7<sup>th</sup> September, 2018 vide item No.66.6)**

Prof. S. B. Arora presented the Programme Proposal Form for programmes in Yoga. After discussion, members suggested the following:

As the MOU is with the private party, It needs to be reviewed in the light of the UGC (ODL) Regulations 2017.

Ministry of AYUSH and respective Council to be involved and their views to be taken and presented in next School Board Meeting.


The School Board (SOHS) Chairperson could constitute a 2-3 Member Committee to examine the present proposal in light of UGC (ODL) Regulations 2017. Suggestions by the committee can then be presented in the next School Board Meeting.

Prof. S. Panda also emphasized that previous decisions under similar MOU of the university for AYUSH programmes needs to be looked into before developing new Yoga Programmes.

Members suggested that Phase Forms could be presented again in next school board with the suggestions of above committee and the minutes of discussion with the Ministry of AYUSH and AYUSH Council.

**67.10 To consider and approve New Phase Form i.e. Programme Revision Form (PRF) for the major revision of the Courses of DNA Programme (Old phase zero form was approved in the 66<sup>th</sup> SB Meeting held on 7<sup>th</sup> September, 2018)**

Mrs Laxmi and Ms. Neerja Sood presented the new phase form i.e. Programme Revision Form (PRF) for the major revision of 4 theory and 2 practical courses of DNA programme. They mentioned that the old phase zero form was approved by the 66<sup>th</sup> School Board Meeting and PIC and Academic Counsellors will be preferably with .M.Sc. Nursing.

  
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Members approved the New Programme Revision Form (PRF) for the major revision of the theory and practical courses of DNA Programme.

**67.11 To consider and approve Core Committee for the following six (6) Skill Training Programmes :**

- 67.11.1 Certificate programme in General Duty Assistance**
- 67.11.2 Certificate programme in Geriatric Care Assistance**
- 67.11.3 Certificate programme in Phlebotomy Assistance**
- 67.11.4 Certificate programme in Home Health Assistance**
- 67.11.5 Certificate programme in Comprehensive Diabetes Care**
- 67.11.6 Certificate programme in Dietetic Assistance**

Dr. T. K. Jena presented the list of Core Committee Members for the above 6 programmes.


Members approved the Core Committees for all the 6 programmes mentioned above.

**67.12 Co-optation of External Members for the School Board of SOHS under Clause (2) (e) of Statute of 10 A of the statutes of the University**

Prof. S. B. Arora, informed the school board members that term of all the 5 external members will be over by the first week of November, 2018 therefore as per IGNOU Ordinance Clause (2) (e) Statue 10 A, names of 5 new external members need to be approved to be co-opted for the School Board of SOHS for next 2 years. Names of the members are given below:

S.No.	External Experts
1.	Prof.(Dr.) Hemchandra, Vice Chancellor, H.N.B. Uttarakhand, Medical Education University, Camp Office : 123, Ganga Vihar, Behind Roadways Workshop, Haridwar Road, Dehradun - 248 001
2	Prof.Siddarth Ramji, Professor Pediatric & Dean Maulana Azad Medical College, New Delhi
3	Prof.Girish Tyagi, Registrar Delhi Medical Council, New Delhi
4	Dr.Nanthini Subayamma, Associate Professor National Institute of Health & Family Welfare, New Delhi
5	Dr.Annie Grace, Registrar Nursing & Midwifery Council of Tamil Nadu Nurses, Registrar & Midwifery Council, Chennai.

The names presented were approved by the School Board members.

  
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### 67.13 Ph.D in Nursing

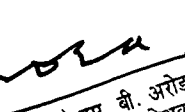
#### 67.13.1 Research proposal of eight PhD in nursing scholars as approved by doctoral committee

#### 67.13.2 Progress report of PhD in nursing scholars

Prof. Pity Kaul presented the proposals of 8 Ph.D. scholars and progress reports of the scholars to be approved by the school board members.

Prof. Ravi Shankar asked if the supervisors are adhering to the norms of the number of the students to be supervised by one supervisor as per UGC guidelines, 2016 and also to keep scope to adjust students when any faculty retires. Dr. S. Panda also suggested that plagiarism report for the research topics titles needs to be verified by the scholars and the supervisors and it should be reported to the school board members from time to time. He emphasized for a plagiarism report of the 8 research titles and proposals to be presented to the members in the next school board.


S. No	Name of scholar	Name of the Supervisor	Enrollment No.	Topic
1	Mrs. Rimple Sharma	Prof. Pity Koul	173102104	A Study to develop and evaluate the effect of Paediatric Patient Handover Documentation (PPHD) Tool on quality of handover among nurses working in Paediatric care units of a selected hospital of Delhi
2	Ms. Elizabeth Mealy Varghese	Prof. Pity Koul	173102111	A Study to Assess the Morbidity Patterns, Health Care Behaviors, Barriers and Facilitators of Health Care Behaviors among Elderly Population in an urban community of Uttar Pradesh
3	Mrs. P. Vadivukkarasi	Prof. Pity Koul	173102136	A Study to evaluate the effectiveness of selected Antenatal interventions on Maternal and Neonatal outcome in terms of prevention of preterm delivery among High risk pregnant women attending antenatal clinics of selected Hospital of Dadra and Nagar Haveli
4	Ms. Rohini Sharma Bhardwaj	Prof. Pity Koul	173102143	A systematic review and meta-analysis of effectiveness of progressive muscle relaxation and breathing exercises on stress and blood pressure in patients with Hypertension.

  
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5	Mr. Vikas Bhaskar	Prof. Pity Koul	173102150	To study to assess the knowledge, Competence, , level of Satisfaction and barriers perceived by Community Health Officers (CHO) regarding management of non communicable Diseases in selected Health and Wellness Centres of Uttar Pradesh
6	Yamnam Surbala Devi	Dr. Reeta Devi	173102168	A Study to Assess Effectiveness of Advocacy Skill Building Programme on Prevention of Tobacco Use among Adolescents in Selected Schools of Delhi
7	Ms. Samita Das	Dr. Reeta Devi	173102175	A study to assess the effectiveness of two educative approaches on Compression Only Life Support among adults residing in selected community of New Delhi
8	Ishak Mohammad	Prof. Pity Koul	173102129	A Study to assess the effectiveness of self management support (SMS) on self efficacy, physical symptoms & general well being of the chronic kidney disease patients.

**Progress report for January to June 2018**

Sr. No.	Name	Enrollment Number	Problem statement	Supervisors	Date/ period of progress report	Status	Approved by Doctoral Committee on 26 <sup>th</sup> Sept., 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	January to June 2018	Data analyzed and organized in various sections Chapter-1 finalized Chapter-2 in process Chapter-3 finalized Chapter-4 submitted Chapter-5 and 6 in process. Participated in conferences, presented papers and published a paper.		

  
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With above observations, above 8 proposals were approved by the school board members and one progress report of research scholar was also approved.

**67.14 To consider and approve the list of course writers and editors for the following Programmes of SOHS**

**67.14.1 Certificate programme in General Duty Assistance**

**67.14.2 Certificate programme in Geriatric Care Assistance**

**67.14.3 Certificate programme in Phlebotomy Assistance**

**67.14.4 Certificate programme in Home Health Assistance**

**67.14.5 Certificate programme in Comprehensive Diabetes Care**

**67.14.6 Certificate programme in Dietetic Assistance**

**67.14.7 PG Certificate in Chemical Biological Radiological and Explosive Medical Management ( PGCCBRNE- MM)**

Programme Coordinator and Project Director, presented the list of Course Writers and Course Editors for above 7 programmes.

School Board members approved the list of Course Writers and Course Editors for all the 7 programmes listed above.

**67.15 Approval for Revision of PGDMCH Programme**

**67.15.1 Additional names of Course Writers/Editors**

**67.15.2 Moderators & Evaluators**

Programme Coordinator presented the list of additional names of Course Writers and Course Editors; moderators and evaluators for the approval.

School Board Members approved the names of Course Writers, Course Editors, Moderators and Evaluators for the PGDMCH Programme.

**67.16 To consider and approve the Revision of CHBHC Programme**

Dr. Reeta Devi presented the brief for revision of CHBHC programme.

Members approved in principle for the revision of CHBHC Programme.

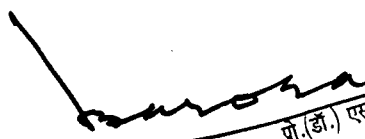
**67.17 To consider and approve the Experts for Revision of CHBHC Programme**

Members approved the list of experts for the revision of CHBHC Programme.

**67.18 To consider and approve Programme Revision Form for re-launching of the following Programmes**

**67.18.1 Post Graduate Diploma in Bio-Ethics (PGDBE)-**

**67.18.2 Post Graduate Diploma in District Health Management (PGDDHM)-**

  
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Members emphasized that both the programmes should be offer as IGNOU programmes not in collaboration with any organization. The required phase forms should also be filled and approved by the various statutory bodies.

Members approved for the offer of PGDBE programme with minor revision in offline ODL mode as per UGC (ODL) Regulations 2017. Dr. S. Panda mentioned that PGDBE was one of the best programme offered by IGNOU through online. He suggested that online programme should be offer and the university should have its own platform to offer the online programmes. Dr. Ravi Shankar informed that UGC Online Regulations 2018 should be taken into consideration for offering online programmes.

Members also approved for the offer of PGDDHM programme with minor revision in offline ODL mode as per UGC (ODL) Regulations 2017.


#### **67.19 Any other Item**

##### **67.19.1 Approval of Additional List of Name of Evaluators for BPCCHN Programme**

Dr. Reeta Devi presented addition list of evaluators for the BPCCHN programme.

Members approved additional list of evaluators for the BPCCHN programme.

Meeting ended with thanks to the chair.

  
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