

**Minutes of the 71st School Board Meeting of
School of Health Sciences**

The 71st Meeting of School Board of School of Health Sciences was held on 7th June, 2020 through web conferencing from 11.00 a.m. to 2.00 p.m..

The Following Members were present:

1. Prof. T. K. Jena, Director, SOHS, IGNOU, New Delhi, (Chairperson)
2. Prof. Hem Chandra, Vice Chancellor, H.N.B. Uttarakhand, Medical Education University, Dehradun
3. Prof. Siddharth Ramji, Professor, Department of Paediatrics, MAMC, New Delhi
4. Dr. Girish Tyagi, Secretary cum Registrar, Delhi Medical Council, New Delhi
5. Dr. Annie Grace Kalaimathi, Registrar, Tamil Nadu Nursing Council, Chennai
6. Dr. Nanthini Subbiah, Associate Professor, NIHFV, New Delhi
7. Prof. Santosh Panda, Professor, STRIDE, IGNOU, New Delhi
8. Prof. Ravi Shankar, Director, SOMS, IGNOU, New Delhi
9. Prof. P.V.K Sasidhar, Director, SOEDS, IGNOU, New Delhi
10. Prof. Heena K. Bijli, Director, SOCE, IGNOU, New Delhi
11. Prof. Ruchika Kuba, Professor, SOHS, IGNOU, New Delhi
12. Dr. Neerja Sood, Assistant Professor (Senior Scale), SOHS, IGNOU
13. Dr. Reeta Devi, Assistant Professor (Senior Scale), SOHS, IGNOU, New Delhi
14. Ms. Rohini Sharma Bhardwaj, Assistant Professor, SOHS, IGNOU
15. Mrs. Laxmi, Asst. Professor, SOHS IGNOU (Special invitee)
16. Dr. Biplab Jamatia, Assistant Professor (Sr. Scale), SOHS, IGNOU, New Delhi (Convener)

Prof. Pity Koul could not attend the meeting.

At the outset, Prof. T. K. Jena, Director, SOHS and Chairperson welcomed all the Members of the School Board to the 71st School Board meeting held through webconferencing for the first time.

The following agenda items were taken up for discussion as mentioned below:

71.1 To consider and approve the Minutes of 70th School Board Meeting held on 23rd August, 2019

Chairperson, presented the Minutes of 70th School Board meeting held on 23rd August, 2019. As there was no observation, it was approved.

**71.2 Reporting of Minutes of the School Board Through circulation held on 30th December 2019:
To consider and approve names of the evaluators for Certificate Programme in Yoga (CPY)**

Director, SOHS reported the approval of the names of evaluators for Certificate Programme in Yoga (CPY) through circulation. The minutes of the School Board through circulation held on 30th December, 2019 was approved.

71.3 To consider and approve for PG Diploma in Yoga

71.3.1 Consider and approve the Programme Proposal Form (PPF) for PG Diploma in Yoga

Dr. Biplab Jamatia, proposed a one-year 'PG Diploma in Yoga programme' to be launched from July, 2021 session. He mentioned that there was an increase in demand for Yoga programmes due to COVID-19 situation around the globe. School of Health Sciences is already offering a certificate programme in Yoga having about a thousand enrollment in last session. Therefore the next level of programme is being



planned. The practical training component will be through Yoga Centres. However, it is being proposed to have the demonstration component through video conferencing to minimize the physical contacts. The members wanted to know if there was any core faculty in Yoga in SOHS to which, it was clarified that the school has qualified consultants in Yoga to take care of this task. The external members opined that the feasibility of providing practical component through video conferencing needs to be experimented in a pilot manner before expanding it to the subsequent batches in large scale.

With the above observations, the PPF for PG Diploma in yoga was approved.

71.3.2 Names of experts for formation of expert committee for PG Diploma in Yoga

Dr.Biplab Jamatia, presented a panel of sixteen names of experts for expert committee. Members enquired about the academic background of the experts. It was clarified that the list contains eminent persons in the field of Yoga and have academic credentials.

With the above observations, the panel of names for the expert committee of PG Diploma in Yoga was approved.

71.4 To consider and approve for PG Certificate in Medical Education

71.4.1 Consider and approve the Programme Proposal Form (PPF) for Certificate in Medical Education

Dr.Biplab Jamatia, proposed a six months Certificate Programme in Medical Education to be launched from January, 2021 session. He presented the findings of a need assessment survey done for the purpose involving 68 medical colleges highlighting the need to train medical faculty in educational technology. The target group would involve dental and AYUSH faculty also. The training package would be delivered mostly through web based technology.

Dr.Sidharth Ramji a member of Medical Council of India (MCI) mentioned that MCI has already approved a Programme for training the faculty of Medical Colleges. Therefore, the present programme could target persons belonging to other systems of medicine and allied health sciences in addition to the faculty of Medical Colleges. So, it could be renamed as Certificate in Education Technology for Health Professionals. Other external members also agreed to expand the target group. After deliberation, the following was suggested:

- a) An alternate name for the Programme could be decided in the expert committee.
- b) The target group should include faculty from Dental, AYUSH and Allied Health Science in addition to the allopathic system.
- c) Representatives from different health streams/organizations need to be involved in planning and developing the package

With the above observations the PPF for PG Certificate in Medical Education Programme was approved.

71.4.2 Names of experts for formation of expert committee for PG Certificate in Medical Education.

Dr.Biplab Jamatia, presented a panel of fifteen names for expert committee for development of the Proposed Programme. Members proposed to include appropriate representatives from institutions like AYUSH and Allied Health Sciences by contacting the respective councils and Ministry.

With the above observations, the panel of names for the expert committee of PG Certificate in Medical Education was approved.

12/6/20

71.5 Consider and approve resubmitted Programme Revision Form(PRF) for revision of PGDHHM Programme

Prof.T.K.Jena, Programme Co-ordinator presented the revised PRF for revision of PGDHHM Programme. The previous PRF was approved in the 69th School Board which was initiated by Prof. S. B. Arora who has retired subsequently. Prof. Jena mentioned that the expert committee formed for the revision has suggested major changes which were not visualized in the previous PRF. He highlighted the structural changes in the courses and in the evaluation strategy recommended by the expert committee. He also mentioned that as the major structural changes would need time, the revised PGDHHM Programme could be offered only in January, 2022 instead of January, 2021 which was visualized in the previous PRF.

The detailed programme structure was deliberated upon and the suggestions were made for some changes in the revised course content.

With the above observations, the revised PRF for revision of PGDHHM Programme was approved.

71.6 To Consider and approve for PGDGM Programme

71.6.1 Consider and approve the Programme Revision Form(PRF) for Revision of PGDGM Programme

Prof.Ruchika Kuba, Programme Co-ordinator of PGDGM Programme, informed that PG Diploma in Geriatric Medicine (PGDGM) programme for MBBS graduates through ODL mode was on offer since 2004. She mentioned about taking feedback from old students, PICs and academic counsellors of the programme and presented the need assessment report and the Programme evaluation report summaries. Prof. Ruchika informed the members that an exploratory meeting had been conducted with the PICs through google meet. Accordingly, proposal for major revision is initiated. One theory course and one practical course have been created by restructuring the content area of old programme.

The PRF form was presented which mentioned detailed programme design, course wise qualification of counsellors and assessment strategy. However, the coordinator mentioned that all these components would be further discussed and finalized in the expert committee meeting. The changes would be incorporated in the PRF form before being submitted to the Academic Council for approval.

The detailed programme structure as presented by the Programme Co-ordinator was discussed by the members and the PRF form alongwith the revised structure was approved by the members.

71.6.2 Names for the expert for formation of Expert committee for the revision of PGDGM Programme

Prof.Ruchika Kuba, Programme Co-ordinator, presented a panel of twenty four names for expert committee for revision of the Post Graduate Diploma in Geriatric Medicine (PGDGM) Programme. Members suggested some more names to be added to the list.

With the above observations, the panel of names for the expert committee of PGDGM Programme was approved.

71.7 Revised Implementation Plan for the Programmes of Health Sciences Discipline

71.7.1 Post Graduate Diploma Programmes-PGDGM, PGDMCH, PGDHHM and PGDHVM

Prof.T.K.Jena, Director, SOHS presented a revised implementation model for PG Diploma Programmes of Health Science discipline. He mentioned that enrollment in some of the Programme Study Centres (PSC) have decreased substantially creating a concern for their financial viability. The implementation strategy involves student support activities at the medical colleges (tertiary health centres) called PSC/ LSC(P), District Hospital (secondary health centres) called as Skill development centres (SDC) and the



work place of the student doctors. The proposed revised strategy is to provide part of the PSC activities by web support. It would thus minimize the duration of PSC posting(face to face counselling) for which activities would be pre-identified and quantified. For carrying out these pre-identified activities, the students could be regrouped in such a manner that every PSC would have a minimum of 20 students and a maximum of 30 students (40 students in case of PGDHHM) as per the maximum limit of admission per centre.

After deliberation it was agreed that hands on training component needs to be retained at Skill development Centres as before whereas the quantum of activity at PSC could be reduced to essential ones for retaining the training quality. The activities as planned for the students at their work place will also remain the same. However, some components of these activities could also be shared through web support. It was also agreed that the modified arrangement will not disturb the pedagogical model being followed for the medical programmes since inception but would take care of financial viability that crops up due to low enrolment in some of the PSCs.

With the above observations, the proposed modification in the strategy was approved.

71.7.2 Certificate in Health Care Waste Management (CHCWM)

Prof. Ruchika Kuba, Programme Co-ordinator, mentioned that the CHCWM programme has two days of practical counseling component which is kept optional. Now, a web support portal has been created for the programme where study material, assignment, audio video and additional resources are being placed. Therefore, the 2 days of optional counseling could be replaced by web conferencing.

The programme has an optional course having two to three days workshop in face-to-face mode. This is an important component to be undergone by the sponsored candidates. However very few non-sponsored students opt for it. Therefore, this component will be done in face-to-face mode only when more than 10 students opt for this course. Otherwise, it would also be conducted through web conferencing. It was also proposed that the revised model would be taken up in a pilot batch before adopting the same.

After deliberation the proposed modification in the implementation strategy was approved by the members.

71.7.3 Certificate programme in Yoga (CPY)

Dr.Biplab Jamatia, Programme Co-ordinator mentioned that the Certificate in Programme in Yoga(CPY) has 12 days of practical component. As these are mostly demonstration in nature, it could be conducted through Web Enabled Academic Support (WEAS). The google calendar can also be integrated to it. Students would practice and record it in logbooks. The theory counseling can be covered through google meets.

After deliberation the proposed modification in the implementation strategy was approved.

71.7.4 Programmes of Skill Training Cell-CGDA,CGCA,CHHA,CPHA

Prof.T.K.Jena, Programme Co-ordinator informed that IGNOU through an MOU with Ministry of Health and Family Welfare(MOHFW) had launched 4 skill based certificate programmes in January, 2019 which are of 6 months duration each. But due to very low enrollment, conducting the programme in January 2019 and January, 2020 session was not possible. Therefore, to make the programmes implementable with low enrolment, it is now proposed that all students enrolled to be considered as one group under one PSC and all demonstrations related activities could be done through technology and video. The hands-on-training could be done at neighboring health set up of students which would act as Skill Development Centre (SDC) as per original design. The actual training at SDC would now include the return demonstration, internal assessment of practical, logbook maintenance and also the issuing of Certificate of proficiency by the SDC Counsellor



After discussion, the proposed modification in the strategy for the four skill training programmes was approved.

71.8 Revised Implementation Plan for the programmes of Nursing Discipline

71.8.1 Certificate in Adolescent Health & Counselling (CAHC)

Mrs.Laxmi, Programme Co-ordinator, mentioned that the CAHC Programme was kept in abeyance since July, 2014 session. But the 71st Academic Council held on 22nd January, 2019 had already approved for its re-launch. But due to low enrollment, the programme is now being proposed to be offered through the Web Enabled Academic Support (WEAS) from January, 2021. This can be done by offering it as an additional programme through some of the existing PSCs.

After discussion the proposed modification in the implementation strategy was approved by the school Board.

71.8.2 Certificate in Maternal and Child Health Nursing(CMCHN)

71.8.3 Certificate in Newborn and Infant Nursing (CNIN)

Both the CMCHN and CNIN programmes were taken up together. Dr.Reeta Devi presented the revised strategy for both the Programmes as the enrollment has been very low over the last three years. It was proposed to attach all the students of respective programmes through one Programme Study Centre (PSC) each and provide practical demonstration through web support.

As all the students are in-service nurses, the hands-on-training could be done at their work places through a locally appointed mentor. The activities could be recorded in the log book and evaluated. The payment norm for mentor has to be worked out.

Dr. Annie Grace hinted about mobilizing sponsorship of students for both the programmes if the fee structure is further reduced. Director mentioned that the fee structure could be revisited in the light of the revised strategy.

With the above observation, the proposed modification in the strategy of CMCHN & CNIN Programme was approved by the school board.

71.8.4 Certificate in First AID (CFAID)

Mrs.Rohini Sharma, Programme Co-ordinator, presented the revised strategy for CFAID Programme. As the enrollment has been very low over the last three years, it was proposed to attach the students through one/two established Programme Study Centres (PSCs). The demonstration of practical component could be done through Web Enabled Academic Support (WEAS) portal in addition to maintenance of log book by students. The assessment could also be done online.

After discussion, the proposed modification in the implementation strategy was approved by School board.

71.9 To consider and approve shifting of admission to pilot batch of students for PGCMDM programme from January 2020 to July 2020 session

Prof.Ruchika Kuba, Programme Co-ordinator, mentioned that admission to the pilot batch of PGCMDM Programme was initiated in January, 2020. The applications were received at the School and the applications were forwarded to the four Regional Centres. However, the admission process could not be completed due to lock down. Therefore, it is being proposed to consider the already received applications towards the July, 2020 admission without advertising it again for July, 2020 since the first batch will be a pilot batch.



Members observed that the admission issue is an administrative decision. Therefore, necessary approval needs to be taken from concerned authority.

With the above observation, the proposal for shifting of PGCMDM Programme from January, 2020 to July, 2020 was approved in principle.

71.10 To consider and approve shifting of PGDHIVM programme from January 2020 to July

Dr.Biplab Jamatia, Programme Co-ordinator, mentioned that most of the admission to the PGDHIVM Programme takes place through sponsorship from NACO. For January 2020 session 40 candidates were sponsored. However, as the concerned candidates are working doctors, majority of them could not submit their applications due to COVID-19 scenario. Therefore, the admission process is still incomplete. As the Programme is of one year duration and admission takes place only once a year in January session, he proposed to shift the Programme from January 2020 to July 2020 session and complete the admission process without further advertisement.

He further requested that the next admission session for the Programme could be now shifted to July 2021 so that the academic cycle changes and the programme activities could be completed smoothly.

Members observed that the admission issue is an administrative decision. Therefore, necessary approval needs to be taken from concerned authority.

With the above observation, the proposal for shifting of PGDHIVM Programme from January, 2020 to July, 2020 was approved in principle.

71.11 Shifting admission for DNA programme from January 2021 to July 2021 cycle.

Dr.Neerja Sood, Programme Co-ordinator, mentioned that DNA Programme is undergoing revision. Due to lock down, the revision of the Programme has been affected. The revised material could now be ready by July, 2021. Therefore, she proposed not to advertise the DNA Programme for January, 2021 session and shift the admission cycle to July session so that the revised DNA Programme could be started from July, 2021.

Members observed that the admission issue is an administrative decision. Therefore, necessary approval needs to be taken from concerned authority.

With the above observation, the proposal for shifting of DNA Programme from January, 2020 to July, 2020 was approved in principle.

71.12 To consider and approve matters related to PGCMDM Programme

71.12.1 Change in eligibility criteria of counselors

Dr.Ruchika Kuba, Programme Co-ordinator, mentioned that the PGCMDM programme has been launched and pilot batch is likely to start from July, 2020. She informed that the experts from INMAS and the LSCs have requested to include more counselors from other academic background as experts from different departments could be involved in CBRNE related activities. It was therefore proposed that experts with any post graduate could be appointed as counsellor.

After deliberation, the proposed change in eligibility criteria for counselors was approved by the School board.



71.12.2 Practical training of students in INMAS

Dr.Ruchika Kuba, Programme Co-ordinator, mentioned that the PGCMDM was developed through an MOC with INMAS, DRDO. The practical component included about 10 days of contact session for which facilities available with INMAS is essential. Similarly, the technical expertise of INMAS Academics is essential for training purpose. As INMAS is not in a position to be involved in activities involving financial transactions, they are not in a situation to sign MOU for LSC in the existing format. Therefore, it was proposed to designate INMAS as "Technical Resource Centre" and the subject experts as "Technical experts". The subject experts taking the counselling sessions could be paid remuneration as per IGNOU norms for the same

The issue was discussed in detail. Members opined that official involvement of INMAS through documentation is essential which would ensure the institution providing training facility to enrolled students of IGNOU in PGCMDM Programme. Therefore, an alternative mechanism might be to modify the existing MOC to create the above provision. This might be executed in consultation with RSD, SRD and legal cell of IGNOU.

The proposal was approved subject to the above observation.

71.13 To consider and approve the panel of external experts for formation of Doctoral Committee of Ph.D in Nursing programme

Dr.Reeta Devi, presented the nine names for panel external experts for the Doctoral Committee of Ph.D in Nursing. Members wanted to know the criteria for identification of the panel. It was clarified that to be in panel they should fulfill the UGC guidelines for Ph.D supervisor. Members suggested the following names to be added:

- a) Dr. Annie Grace Kalaimathi, Registrar, Tamil Nadu Nursing Council, Chennai
- b) Dr. Nanthini Subbiah, Associate Professor, NIHF, New Delhi
- c) Dr. Manju Vatsa, Ex-principal, Nursing college, AIIMS, New Delhi
- d) Dr. Sandhya Gupta, Nursing college, AIIMS, New Delhi
- e) Dr. Harinder Goyal, Ex Principal RAK College of Nursing, New Delhi

After deliberation, it was agreed that all the proposed names will be arranged according to the number of years of experience after Ph.D and the number of students they have supervised. The compiled information will be provided to competent authority for approval.

With the above observation, the list of external experts for the panel of names for Doctoral Committee of Ph.D in Nursing programme was approved by school board.

71.14 To consider and approve the list of additional Paper setters, Moderators, Examiners and Evaluators for the following Programmes of SOHS

71.14.1 Post Graduate Certificate CBRNE Disasters in Medical Management of (PGCMDM)

Prof.Ruchika Kuba, Programme Co-ordinator, presented the list of twenty four names as Paper setters, Moderators, Examiners and Evaluators for the Post Graduate Certificate in Medical Management of CBRNE Disasters (PGCMDM) Programme,

The names as proposed were approved.



71.14.2 Post Graduate Diploma in Geriatric Medicine (PGDGM)

Prof.Ruchika Kuba, Programme Co-ordinator, presented the list of forty six names as Paper setters, Moderators, Examiners and Evaluators for the Post Graduate Diploma in Geriatric Medicine (PGDGM) Programme.

The names as proposed were approved.

71.14.3 Certificate in Community Health (CCH)

Dr.Reeta Devi, Programme Co-ordinator, presented the list of eighteen names as Paper setters, Moderators, Examiners and Evaluators for the Certificate in Community Health (CCH) Programme. She also mentioned that about 60 more names needed to be added as the details could not be provided due to lock down situation. Chairperson conveyed that as all the counselors are eligible for being Paper setters, Moderators, Examiners and Evaluators for the Certificate in Community Health (CCH), we can agree to add the 60 more names as requested by the coordinator.

Members agreed to the request for adding the 60 more names to the provided list. All the names as proposed by the coordinator were approved by the school board.

71.14.4 B.Sc. Nursing (PB) programme

Dr.Reeta Devi, on behalf of Prof.Pity Koul, Programme Co-ordinator, presented the list of twenty eight names as Paper setters, Moderators, Examiners and Evaluators for the B.Sc. Nursing (PB) Programme.

The names as proposed were approved.

71.15 To consider and approve the list of Course Writers/ Editors for SOHS Programmes

71.15.1 Post Graduate Diploma in Hospital & Health Management (PGDHMM)

Prof.T.K.Jena, Programme Co-ordinator, presented the list of twenty six names of Course Writers/Editors, for the revision of the Post Graduate Diploma in Hospital & Health Management (PGDHMM).

The names as proposed were approved by the school board.

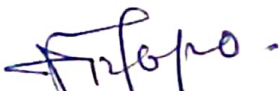
71.15.2 B Sc. Nursing (PB) programme

Dr.Reeta Devi presented the list of twenty eight names as Course Writers/Editors, for revision of the B.Sc. Nursing (PB) Programme.

The names as proposed were approved by the school board.

At the end, Prof. T. K. Jena, Director, SOHS and Chairperson thanked the four outgoing members from other schools of studies, IGNOU i.e. Prof. Ravi Shankar, Prof. Santosh Panda, Prof. P.V.K Sasidhar and Prof. Heena K. Bijli for their valuable contribution over last 2 years.

The School Meeting ended with vote of thanks to the participants.


(Prof.T.K.Jena)