

Minutes of the meeting of the Committee for allocation of Codes for CBCS courses.

System of allocation of course codes for CBCS courses was approved by 45th Planning Board in its meeting held on 22nd August, 2017. The School of Sciences made certain suggestions for simplifying -- the course codes. The Vice Chancellor authorized the Chairman CBCS Committee and Director, Planning Division to re-work on the scheme in the light of the suggestions made. Meeting for the purpose was held on 5th Dec, 2017 in the Planning Division. The following were present:


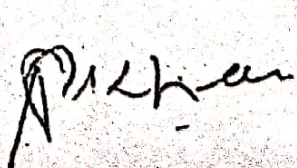
Prof. A.R. Khan, – Chairman

Prof. T.U. Fulzele, Director (was on leave but participated in the meeting)

Dr. Pankaj Khanna (as in-charge Director of P&DD)

In the meeting the suggestions of the School of Sciences were discussed. The scheme was reviewed and the following decisions were taken:

1. Allocation of code for programme names. It was noted that in CBCS each programme for Honors will be Discipline based. While general programmes will have a combination of Disciplines chosen by students as per their choice. In view of this it is suggested that programme code for Honors programmes should include the Discipline to which it belongs for example:
 - a. For Hounours Programmes : B.Sc Honors Physics – BSCPHH similarly, B.A. Honors Hindi may be BAHDH, B.A. Honors Political Science should be BAPSH.
 - b. For General Programmes : In case of B.Sc. students have to choose 3 discipline areas while in B.A. they have to choose 2 discipline areas and language courses. In such a situation there is no need to indicate discipline codes in the programme codes. But it should be BAG for B.A. (General), BSCG for B.Sc. (General), BCOMG for B.Com (General) and so on.
2. Course codes: The scheme approved by the Planning Board had suggested that course code should indicate course level, code of discipline, and nature of course (core/elective/generic/skill based) be indicated through alphabets while the numbers of courses should be indicated through 3 digit numbers. In this light course codes were given which indicate similar number used for each category of courses, for example a Physics Honors code for theory course would be BPHCT101 and Physics lab course BPHCL101, Physics elective course for theory BPHET101. Similarly, 101 will



again figure in Generic and again in Skill based courses of Physics. It was felt that the use of same number for 5-6 category of course may pose problems for sorting out material in MPDD. It may also pose problems in Datesheet for scheduling of exams. In view of this complexity it was decided as far as possible numbers should be allocated in such a way that one number should not be repeated for different series of courses, in the same discipline for same level (Bachelor Degree). To avoid the repetition of number there should be a system where each category of codes is indicated through a different series of numbers. Allocation of the codes through this scheme would be more user friendly where each course will have a separate number and there will be no repetition of numbers in each discipline. In view of this the series of numbers is suggested as follows:

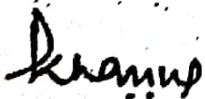
Core Courses series for Honours programmes	101-130
Core Courses series for General programmes	131-140
Discipline Specific Elective / Project Courses for both Honours & General	141-170
Generic Elective Courses for both Honours & General	171-180
Ability Enhancement Courses for both Honours & General	181-182*
Skill Enhancement Courses for both Honours & General	183-199

* only two numbers are indicated because there are only two courses (i) Environmental Studies and (ii) Communication Skills in Hindi/ English/ MIL

In this scheme of course codes all the Core Courses will be of the numerical series upto 140 while Elective, Project, Generic, Ability Enhancement and Skill Enhancement Courses will be from 141 to 199. Within the series for Core Courses the Honours and General is separate. Rest of series of numerical codes for BA Honours and BA General for all other categories of courses will be same for Honours and General courses.

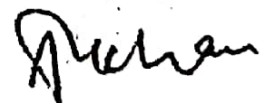
We are providing an illustration of Courses of one discipline from each of the Schools developing courses for B.A. and B.Sc., i.e., School of Social Sciences, School of Humanities, School of Sciences. The same may be followed by other disciplines. These are enclosed as Annexure - 1 to Annexure - 4.

The meeting ended with thanks to all the members.



Dr. Pankaj Khanna
Director /c P&DD

पंकज खन्ना / Pankaj Khanna
निदेशक / Director
प.वि.प्र. / P&DD



Prof. A.R. Khan
Chairperson
CBCS Committee

प्रो. ए. आर. खान / Prof. A. R. Khan
अध्यापक (इतिहास) / Professor of History
सामाजिक विज्ञान विभाग / School of Social Sciences
इ.गो.रा.मु.वि., मेदान गार्ड, नई दिल्ली-110068
IGNOU, Maidan Garhi, New Delhi-110068

For all category of courses of History

System of allocation of courses is slightly revised, now different category of courses will start with series of numerals. In this way no two courses will have same numbers. Series of numbers is as below :

Core Courses for BA (Honours History) (101-130)	Core Courses for BA (General History) (131-140)	Discipline Specific Elective / Project Courses (141-170)	Generic / Interdisciplinary Electives Courses (171-180)	Ability Enhancement Courses (181-182)	Skill Enhancement Courses (183-199)
BHIC 101	BHIC 131	BHIE 141	BHIG 171	BEVAE 181	BHIS 183
BHIC 102	BHIC 132	BHIE 142	BHIG 172	BHDAE 182	BHIS 184
BHIC 103	BHIC 133	BHIE 143	BHIG 173	or	BHIS 185
BHIC 104	BHIC 134	BHIE 144	BHIG 174	BEGAE 182	BHIS 186
BHIC 105		BHIE 145	BHIG 175		BHIS 189
BHIC 106		BHIE 146	BHIG 176		...
BHIC 107	4 courses each to be opted of 6 credits from two disciplines + 4 courses of Language, English / Hindi / MIL	BHIE 147	BHIG 177		...
BHIC 108		BHIE 148	BHIG 178		...
BHIC 109		BHIE 149	BHIG 179		...
BHIC 110		BHIE 150	BHIG 180		...
BHIC 111		BHIE 151			...
BHIC 112		BHIE 152			...
BHIC 113		BHIE 153			...
BHIC 114		BHIE 154			...
...	
BHIC 130		BHIE 170			BHIS 199
B.A Honours course offerings (Total 148 credits - 26 courses)					
(14 Core Courses to be opted of 6 credits)		(4 courses to be opted of 6 credits)	(4 courses to be opted of 6 credits)	(2 courses to be opted of 4 credits)	(2 courses to be opted of 4 credits)
B.A General course offerings (Total 132 credits - 24 courses)					
(4 courses each to be opted of 6 credits from two disciplines + 4 courses of Language, English / Hindi / MIL)		(2 courses each to be opted of 6 credits from two disciplines)	(1 course each to be opted of 6 credits from two discipline)	(2 courses to be opted of 4 credits)	(4 courses to be opted of 4 credits)

The series for Core Courses in Honours and General is separate. Rest of codes for BA Honours and BA General Electives, Generic and Skill based would be in the same series.

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For all category of courses of Physics

Core Courses for B Sc (Hons. Physics) (T-4cr, L-2cr) (1-30)	Core Courses for B Sc (with Physics) (T-4cr, L-2cr) (31-40)	Elective Courses ** (T-4cr, L-2cr) (41-70)	Generic Electives Courses (T-4cr, L-2cr) (71-80)	Ability Enhancement Core Courses (81-82)	Skill Enhancement Courses *** (83-99)
BPHCT 101	BPHCT 131	BPHET 141	BPHGT 171	BEVAE 181	BPHS 183
BPHCL 102	BPHCL 132	BPHEL 142	BPHGL 172	BEGAE 182 or BHDAB 182	BPHS 184
BPHCT 103	BPHCT 133	BPHET 143	BPHGT 173		BPHS 185
BPHCL 104	BPHCL 134	BPHEL 144	BPHGL 174		BPHS 186
BPHCT 105	BPHCT 135	BPHET 145	BPHGT 175		BPHS 187
BPHCL 106	BPHCL 136	BPHEL 146	BPHGL 176		BPHS 188
BPHCT 107	BPHCT 137	BPHET 147	BPHGT 177		
BPHCL 108	BPHGL 138	BPHEL 148	BPHGL 178		
BPHCT 109		BPHET 149			
BPHCL 110		BPHEL 150			
BPHCT 111		BPHET 151			
BPHCL 112		BPHEL 152			
BPHCT 113					
BPHCL 114					
BPHCT 115					
BPHCL 116					
BPHCT 117					
BPHCL 118					
BPHCT 119					
BPHCL 120					
BPHCT 121					
BPHCL 122					
BPHCT 123					
BPHCL 124					
BPHCT 125					
BPHCL 126					
BPHCT 127					
BPHCL 128					

* These Codes for different types of Physics Courses for CBCS are only illustrative in the sense that not all the Courses are being developed as of now. This Coding Scheme will be followed for various types of Courses, as proposed in the UGC-CBCS scheme, as and when they are developed.

** This is a comprehensive listing of Discipline Specific Elective Courses; which ones are to be opted for B Sc (with Physics) and which ones to be opted for B Sc (Hons.)(Physics) needs to be specified in the Common Prospectus and Programme Guide.

*** As per CBCS, every Skill Enhancement Course has to be of 4 cr. and it is not necessary that it must have a practical component. However, if a discipline/subject offers a Skill Enhancement Course having practical component, the Course Code may contain T (for Theory) and L (for Laboratory) as the fifth alphabet in its Code to distinguish between the two components. The distribution of credits between T and L components of such a Course will be decided on the basis of the nature of the course.

For all category of courses of Hindi

System of allocation of courses is slightly revised, now different category of courses will start with series of numerals. In this way no two courses will have same numbers. Series of numbers is as below :

Core Courses for BA (Honours Hindi) (101-130)	Core Courses for BA (General Hindi) (131-140)	Discipline Specific Elective / Project Courses (141-170)	Generic / Interdisciplinary Electives Courses (171-180)	Ability Enhancement Courses (181-182)	Skill Enhancement Courses (183-199)
BHDC 101	BHDC 131	BHDE 141	BHDG 171	BEVAE 181	BHDS 183
BHDC 102	BHDC 132	BHDE 142	BHDG 172	BHDAE 182	BHDS 184
BHDC 103	BHDC 133	BHDE 143	BHDG 173	or	BHDS 185
BHDC 104	BHDC 134	BHDE 144	BHDG 174	BEGAE 182	BHDS 186
BHDC 105		BHDE 145	BHDG 175		BHDS 189
BHDC 106		BHDE 146	BHDG 176		...
BHDC 107	4 Language Courses for BA General	BHDE 147	BHDG 177		...
BHDC 108		BHDE 148	BHDG 178		...
BHDC 109		BHDE 149	BHDG 179		...
BHDC 110		BHDE 150	BHDG 180		...
BHDC 111	BHDLA 135	BHDE 151			...
BHDC 112	BHDLA 136	BHDE 152			...
BHDC 113	BHDLA 137	BHDE 153			...
BHDC 114	BHDLA 138	BHDE 154			...
...	
BHDC 130		BHDE 170			BHDS 199

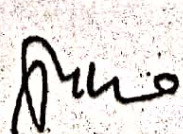
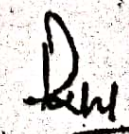
B.A Honours course offerings (Total 148 credits - 26 courses)

(14 Core Courses to be opted of 6 credits)	(4 courses to be opted of 6 credits)	(4 courses to be opted of 6 credits)	(2 courses to be opted of 4 credits)	(2 courses to be opted of 4 credits)
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B.A General course offerings (Total 132 credits - 24 courses)

(4 courses each to be opted of 6 credits from two disciplines + 4 courses of Language, English / Hindi / MIL)	(2 courses each to be opted of 6 credits from two disciplines)	(1 course each to be opted of 6 credits from two discipline)	(2 courses to be opted of 4 credits)	(4 courses to be opted of 4 credits)
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The series for Core Courses in Honours and General is separate. Rest of codes for BA Honours and BA General Electives, Generic and Skill based would be in the same series.

For all category of courses of English

System of allocation of courses is slightly revised, now different category of courses will start with series of numerals. In this way no two courses will have same numbers. Series of numbers is as below :

Core Courses for BA (Honours English) (101-130)	Core Courses for BA (General English) (131-140)	Discipline Specific Elective / Project Courses (141-170)	Generic / Interdisciplinary Electives Courses (171-180)	Ability Enhancement Courses (181-182)	Skill Enhancement Courses (183-199)
BEGC 101	BEGC 131	BEGE 141	BEGG 171	BEVAE 181	BEGS 183
BEGC 102	BEGC 132	BEGE 142	BEGG 172	BHDAE 182 (Hindi)	BEGS 184
BEGC 103	BEGC 133	BEGE 143	BEGG 173	or BEGAE 182 (English)	BEGS 185
BEGC 104	BEGC 134	BEGE 144	BEGG 174		BEGS 186
BEGC 105		BEGE 145	BEGG 175		BEGS 189
BEGC 106		BEGE 146	BEGG 176		...
BEGC 107	4 Language Courses for BA General	BEGE 147	BEGG 177		...
BEGC 108		BEGE 148	BEGG 178		...
BEGC 109		BEGE 149	BEGG 179		...
BEGC 110		BEGE 150	BEGG 180		...
BEGC 111	BEGLA 135	BEGE 151			...
BEGC 112	BEGLA 136	BEGE 152			...
BEGC 113	BEGLA 137	BEGE 153			...
BEGC 114	BEGLA 138	BEGE 154			...
...	
BEGC 130		BEGE 170			BEGS 199

BA Honours course offerings (Total 148 credits - 26 courses)

(14 Core Courses to be opted of 6 credits)	(4 courses to be opted of 6 credits)	(4 courses to be opted of 6 credits)	(2 courses to be opted of 4 credits)	(2 courses to be opted of 4 credits)
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BA General course offerings (Total 132 credits - 24 courses)

(4 courses each to be opted of 6 credits from two disciplines + 4 courses of Language, English / Hindi / MIL)	(2 courses each to be opted of 6 credits from two disciplines)	(1 course each to be opted of 6 credits from two discipline)	(2 courses to be opted of 4 credits)	(4 courses to be opted of 4 credits)
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The series for Core Courses in Honours and General is separate. Rest of codes for BA Honours and BA General Electives, Generic and Skill based would be in the same series.

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System of Allocation of Codes for CBCS Courses

The second meeting of the CBCS Committee of the University had decided that for CBCS there is need to generate new series of course codes according to the categories of the courses specified in CBCS. The Committee decided that Prof. T.U. Fulzele, Director, Planning & Development Division in consultation with the Chairman CBCS committee Prof. A.R. Khan should workout the series of codes so that these can be communicated to different Schools who may assign these codes to their courses and inform the Planning Division about the same. The meeting for the purpose was held on 7.3.2017. The following were present:-

1. Prof. A.R. Khan, SOSS
2. Prof. T.U. Fulzele, Director
3. Shri Pankaj Khanna, Deputy Director, P&DD
4. Shri. Sunil Kumar , Analyst, P&DD

The instructional template of UGC was discussed. According to the CBCS structure provided by UGC, the following categories of courses are to be offered as part of CBCS programmes:-

1. **Core Courses** There are two sets of core courses for each discipline:
 - i) One set of core courses for Honours programmes. There are 14 core courses for Honours in each discipline.
 - ii) For General programmes, there are four core courses for each discipline.

The third category of Core courses is for languages for B.A. General which are to be offered in English, Hindi and other Modern Indian Languages. The total number will depend on as many options as are provided. However, every B.A General student must take four of these courses.

2. **Elective Courses** Elective courses are to be offered for Honours as well as B.A. General. Four Elective courses are to be taken by Honours students and two for B.A. General in each discipline. However, the same elective course can be offered for Honours and General.

3. **Generic Elective Course** Four are to be taken in the Honours programmes two for B.A/B.Com/B.Sc General programmes. These also can be common for both Honours and General.

4. **Ability Enhancement Courses** In this category there are two types of courses: i) Communication Skill courses in English, Hindi and Modern Indian Languages which are common to all Honours programmes and in all General Programmes for B.A/B.Com/B.Sc. and ii) Environment Science course which is also common to all Honours and all General programmes (B.A./B.Com/ B.Sc).

From the above two categories students have to take one each.

5. Skill Enhancement Programmes These courses are related to different skill areas. From this category, students have to take two for the Honours programmes and four for General Programmes B.A/ B.Com/ B.Sc.

6. Practical and Project Related Courses These are for the subjects which have lab based or field work based components B.A., B.Com & B.Sc. Honours and also General Programmes. Their number varies in each programme.

It was discussed that we have to work out a code system for these categories of courses, therefore we will have to think some changes in the existing system of allocating codes in IGNOU.

IGNOU System of Allocating Codes

At present, IGNOU follows a system of allocating codes which is as below:-

Every discipline is assigned two alphabets to indicate that discipline of study.

HISTORY HI

HINDI HD

PHYSICS PH

In the course code, first alphabet is assigned which is prefixed to the discipline code to indicate the level of programme. For example - B for Bachelor, M for Master and R for Research level programmes.

A fourth alphabet can be added at the end to indicate the type of course, for example, F for foundation, E for Elective, L for Lab and P for Project, etc.

For Example, a Bachelor's Degree level elective course in History/Physics/Hindi would be BHIE/BPHE/BHDE. A Master's degree level lab course in Chemistry or Project in Political Science would be MCHL/MPSP.

The alphabetic codes are to be followed by numbers. Two numerals are assigned for course numbers. The third numeral is to be prefixed to indicate the revision of course, for example, one discipline at a particular level can develop upto 99 courses with the help of two numerals and the third numeral which is to be prefixed to indicate edition or the revised course.

In this whole scheme in actual allocation of course comes out in the following manner:-

Bachelors level course offered in Hindi are in these series:-

- BHDF-001 Foundation course in Hindi first offer
 BHDE-201 Elective course in Hindi first revision
 BHDF-301 Foundation course in Hindi 2nd revision

Allocation for the CBCS Courses

It was discussed that we should try to work out codes for CBCS based courses without upsetting the basic feature of existing codification scheme of IGNOU. It was felt that it may be worked out with minor adjustment in the numbering system and code of category of courses.

Keeping in view, these issues, the following scheme is proposed:-

We should continue with the existing scheme of indicating the level like B for Bachelor and M for Master etc.

The alphabets allocated for discipline should also be kept intact for example:-

HISTORY HI,

HINDI HD,

PHYSICS PH,

CHEMISTRY CH,

So, first three alphabets in the new code should remain the same as the existing scheme.

The 4th alphabet should indicate the type of course. To prepare a standardized scheme, this 4th alphabet is proposed as under. In some cases a fifth alphabet is also suggested. It may be ensured that any code should not have more than 5 alphabets :-

C for Core Courses

E for Elective Courses

G for Generic Courses

S for Skill Enhancement Courses

P for Project Courses

L for Lab Courses

AE for Ability Enhancement Courses

LG for Language Courses

For courses where Theory and Practical may be with the same course title

CT for Core Theory

CL for Core Lab

ET for Elective Theory

EL for Elective Lab

Core Courses for Honours and General Programmes

Now the problem is of indicating core courses for Honours and General separately. It is proposed that since core courses are fixed in numbers for both the categories. We should utilize the numerals to indicate core courses for Honours and General level. It is proposed that we should allocate numerals 01 to 50 for core courses of B.A. Honours and 51 to 99 for core courses of B.A. General. As far as other category of courses for B.A. Honours and B.A. General are concerned, there is no need to differentiate them separately because both can be used as common for Honours and General Degrees. In the light of the above proposed scheme, the following will be the illustrations of given codes.

The core course for B.A. Honours Hindi which is launched for the first time would be GHDC-101. Similarly the first Theory Core Course in Chemistry would be BCHCT-101. The Core course for B.A. General Hindi would be BHDC-151 and Theory Core Course in Chemistry in B.Sc General would be BCHCT-151. The practical course for the same Chemistry Core Course would be BCHCL-151.

First Elective course in History would be BHIE-101. Generic Course developed by Political Science would be BPSG-101. Generic course in Gender Studies would be BGS-101.

First Edition and Subsequent Revisions

As already explained the code carries three numbers. The first one indicates the edition of the course and next two digits indicate the number of courses developed by the Discipline for the level indicated by first alphabet and category of course indicated by 4th & 5th alphabet i.e. Elective, Generic, Lab, Core etc.

It is proposed that in the present scheme the first edition of the course be indicated by 1 and 2 for second and can continue upto 9 editions. After that the course may be given a new number and edition after revision. (In the earlier scheme the first edition was indicated by 0, now we are introducing '1').

Ability Enhancement Ability Enhancement courses are causing a problem because if we use only alphabet A for it, it is likely to clash with existing categorization and there are only few fixed courses for these which do not require series for every subject and discipline. Therefore, it is suggested that we may use two alphabets to indicate category of courses. For example AE for Ability Enhancement. Similarly, Environment Code would be BEVAE-101. Ability Enhancement course for communication skills in English or Hindi or Tamil would respectively be BEGAE-101, BHDAE-101, BTMAE-101.

We are including here one additional alphabet but we feel it is manageable because it is only fixed number of courses in a particular School which is developing language courses and only one environment course for all the Honours and General Programmes (B.A/B.Com/B.Sc).

Skill Enhancement Courses The Skill oriented courses are to be given to all students and also to be developed by all the disciplines. They are to be indicated by 'S' at the 4th alphabet of code, the 3 preceding being for level (B) and next two for discipline for the area of study respectively. In case of skill based courses different disciplines may develop them but giving the discipline code may not represent the skill area of the course. It is therefore suggested that the 2 alphabets assigned to discipline can be replaced by 2 or 3 alphabets indicating the skill area or professional area.

Illustrations

If Discipline or professional area for skill course is tourism, it can be TS the complete code could be BTSS-101. Here 'B' represents level 'TS' area of study (Tourism) and last 'S' as Skill Enhancement course. Similarly, we may use 'CS' for Consumer Studies, 'OM' for Office Management, 'SP' for Secretarial Practice, 'CTG' for Cartography, 'MR' for Mobile Repair, 'WR' for writing for Radio, 'TE' for Teaching English etc.

In these cases, there is a chance of duplication of codes by various Schools. It would be advisable to seek code from Planning Division for Skill/Technical/Professional areas in the same way as they allocate for disciplines.

Core Course In Languages for B.A. General For Languages courses again, it is proposed that core language course for B.A. General can be given a code series with one additional alphabet. It is felt that these courses are from one School and only in the area of languages. The type of course can be indicated by 'LG' for language courses. In Hindi, English or Marathi the codes for language courses can be as below.

There are no separate courses in language for Honours and General. There are no separate elective courses in language.

BHDLG-101 - HINDI

B EGLG-101 - ENGLISH

BMTLG-101 - MARATHI

Allocation of Code Series Each Discipline or Professional or Technical area should be given a two digit code by Planning Division. Every discipline which is developing courses for CBCS should be issued a series of codes for courses being developed by them separately for different categories of courses as well as for Honours and General programmes. The discipline need not ask for separate codes for each course.

New Features of MPDD Sorting It is suggested that we may introduce a new feature for CBCS based courses for easy sorting and indicating that it is different from earlier Bachelor's Degree Courses. This feature should be indicated on cover of every printed course with acronym **CBCS** at the bottom centre.

Given below are a few illustrations of all categories of courses covered under CBCS.

First Core Course for History Honours which is offered for the first time – BHIC-101

First Core Course for B.A. (General) Political Science offered for the first time – BPSC-151

Elective Course for Sociology offered for the first time would be – BSOE-101

First Generic Course offered by English discipline offered for the first time would be – BEGG-101

Skill Enhancement Course offered by discipline of Commerce offered for the first time would be – BCOS-101

First Skill based offered in the area of Consumer Studies would be – BCSS-101

First Project Course offered by the discipline of Tourism would be – BTSP-101

Ability Enhancement Course in Communication skills in Hindi would be - BHDAE-101

Language Course for B.A. (General) students in English would be – BEGLA-101

First Physics Theory Course offered for Honours would be – BPHCT-101

Practical Course for the above Physics course would be – BPHCL-101

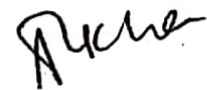
Elective Course for Chemistry Theory would be – BCHET-101

The Lab Course for the same Chemistry course would be – BCHEL-101

It was discussed that this proposed scheme should be circulated to the concerned Schools and seek their inputs before implementing it.



(T.U. Fulzele)
Director, P&DD



(A.R. Khan)
Chairman, CBCS Committee

Format for allotment of New Programme Code and Course Codes (CBCS Pattern)

1. Name of School / Centre: _____
2. Name of Discipline(s): _____
3. Name of Programme: _____
4. Programme Code (Proposed): _____
5. Eligibility of Programme: _____
6. Area of Study: _____
7. Programme and Course work approved in the _____ School Board / Academic Council meeting held on _____ (Date). Copy placed at Annexure _____.

8. Course Details:

S.No.	Course Title	Nature of Course (Core/ Elective / Generic / Ability-enhancement/ Skill- enhancement / Practical/ Project /)	Proposed Course codes	Remarks (Honors / General or Common to both)
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				

Name and Signature of Programme Coordinator _____

Contact Telephone number _____

Signature of the concerned Director _____

To,
Director (Planning and Development Division)