

**INDIRA GANDHI NATIONAL OPEN UNIVERSITY
SCHOOL OF VOCATIONAL EDUCATION AND TRAINING**

Minutes of 32nd School Board meeting held on May 30, 2019 at 11.00 A.M. in the Conference Room of SOVET, First Floor, Block No. 15-E, IGNOU, Maidan Garhi, New Delhi – 110068.

The Following members attended the meeting:

- | | |
|--|----------|
| 1. Dr. R.S.P. Singh | Chairman |
| 2. Prof. R.G. Chouksey, Dean, NITTTR, Bhopal | Member |
| 3. Prof. K.V. Bhanumurthy, DTU, Delhi
Member | |
| 4. Prof. Amit Prakash Singh, GGSIPU, New Delhi | Member |
| 5. Prof. S.R. Jhan, Professor, SOS, IGNOU | Member |
| 6. Prof. Ashok K. Gaba, SOVET, IGNOU
Member | |
| 7. Dr. Gaurav Singh, Assistant Professor, SOE, IGNOU
Member | |
| 8. Dr. Rachna Agarwal, Assistant Professor, SOVET, IGNOU
Member | |
| 9. Dr. Geetika S. Johry, Assistant Professor, SOVET, IGNOU
Member | |
| 10. Ms. Urshla Kant, Assistant Professor, SOVET, IGNOU | Member |
| 11. Ms. Asha Yadav, Assistant Professor, SOVET, IGNOU | Member |

Prof. Surya Kant Gunjal, Director, School of Agriculture, YCMOU, Dr. Sriparna Bhuyan Baruah, Faculty, IIE, Guwahati, Assam, Prof. Sunil Kumar, Professor, SOPVA, IGNOU, Dr. Subhangi Vaidya, Associate Professor, SOITS, IGNOU could not attend the meeting

Chairman welcomed the members to 32nd School Board meeting and taken up the agenda items of the School Board:

Item No. To confirm the minutes of the 31st School Board meeting held on January 05, 2019 and note the action taken thereon

32.01 The minutes and ATR were presented by the Chairperson. Some observation made by the members on ATR that names suggested as experts in previous meeting should be taken into consideration by the respective Programme Coordinator.

32.1.2 School Board confirmed the minutes of 31st School Board meeting held on January 05, 2019.

Item No. To consider and approve the minutes of the Doctoral Committee meeting held 32.02 on 24th May 2019

Progress Report of the following Ph.D student as recommended by respective Supervisor

S.No.	Name of the Student	Enrolment	Period of Progress Report	Recommendation of Supervisor
01.	Ms. Annu Thomas	(138000285)	June-December, 2018	Recommended

Noted the Ph.D work completed by the following Ph.D scholars and degree has been awarded

1. Mr. Haolenlal Gangte, Enrollment No. (118700306) Ph.D
2. Ms. Harshita Bhatnagar, Enrollment No. 127723948) Ph.D

32.2.1 School Board considered the recommendations of Doctoral Committee and approved the minutes of 32nd Doctoral Committee meeting held on 24th May, 2019.

Item No. To consider and approve the Programme Development Form (PDF) of Diploma in 32.03 Modern Office Practice (DMOP) along with PPR

32.03.1 Members discussed the PDF form in detail and suggested changes in the form especially with respect to the Evaluation Methodology. PDF and PPR form also needs to be filled-in with relevant information.

32.03.2 With the above suggestions the School Board considered and approved the Programme Development Form (PDF) and PPR of Diploma in Modern Office Practice (DMOP)

Item No. 32.04 To consider and approve the Programme Revision Form (PRF) for Minor Revision of Post Graduate Diploma in Information Security (PGDIS) and Advance Certificate in Information Security (ACISE)

32.04.1 Programme Coordinator/faculty was advised to prepare the syllabus as specified by the University and indicate the changes in syllabus required with respective topics/Units.

32.04.2 With the above suggestion the School Board considered and approved the Programme Revision Form for Post Graduate Diploma in Information Security (PGDIS) and Advance Certificate in Information Security (ACISE)

Item No. 32.05 To consider and approve the programme revision form (PRF) of the post Graduate Diploma in Pharmaceutical Sales Management (PGDPSM)

32.05.1 Members discussed the agenda and made following Observations:

1. Enrolment in this programme is not encouraging faculty need to work with stake holders to increase the enrolment.
2. During revision process, course content and other changes may be made, keeping in mind that the revised programme shall be offered in the digital form.

32.05.2 With the above observations the School Board considered and approved the Programme Revision Form (PRF) of Post Graduate Diploma in Pharmaceutical Sales Management (PGDPSM)

Item No. 32.06 To consider and approve the Evaluation Methodology of Certificate in Fashion Design Programme (CFDE)

32.06.1 Members discussed the evaluation methodology of CFDE programme and suggested University norms need to be followed with respect to grading (Alpha Numeric grading).

32.06.2 School Board considered and approved the evaluation methodology of CFDE programme

Item No. 32.07 To consider and approve the Modification in Qualifications of the Academic Counsellors for Certificate in Fashion Design (CFDE) Programme

32.07.1 Members discussed in detail with reference to the qualifications required for Academic Counsellors in light of UGC-ODL regulations. Members were of the view that in vocational courses weightage should be given to the person/individual having industry experience at the particular level. In the present context it was agreed upon that the revised qualification may be considered, further the other individual/persons having graduation in mentioned area with 5 years of experience at the professional/supervisory level in industry/teaching institutions may also be considered.

32.07.2 With the above suggestion the School Board considered and approved the revised qualifications of Academic Counsellors for Certificate in Fashion Design (CFDE) Programme

Item No. To consider and approve the names of additional Programme Expert for 'Diploma 32.08 in Solar Energy Systems

32.08.1 Members were apprised about the development of this programme and observations made by Academic Programme Committee. As advised by the APC Programme Coordinators need to carryout need assessment of the programme and rework on the PPF and resubmit to APC.

32.08.2 School Board considered and approved the additional names of experts for Diploma in Solar Energy Systems Programme.

Item No. Ratification of the list of paper setters/Moderators/Evaluators of Certificate in 32.09 Fashion Design (CFDE) Programme

32.09.1 CFDE programme was launched from January 2019 session. Keeping in mind the urgency of paper setting work, names of Paper Setters, Moderators and Evaluators got approved by the Competent Authority. Same list is placed before the School Board for ratification.

32.09.2 School Board ratifies the list of Paper Setters/Evaluators/Moderators of Certificate in Fashion Design (CFDE) Programme .

**Item No. Any Other Item
32.10**

32.10.1 Prof. Gaba informed to the members that the school has received a note from Planning and Development Division (P&DD) of IGNOU suggesting areas in which School may plan and explore the possibility for development of Academic Programmes. The area for the vocational programmes were identified based on reports on the skill gaps as predicted for the financial year 2020-21 by the Ministry of Skill Development and Entrepreneurship. He further informed to members that UGC also listed 103 Vocational trades for B.Voc

programme.

He requested to the members for suggestions if any, on the priority areas for vocational programmes to be developed by the School.

32.10.2 Members discussed and deliberated on this item in-depth. Members suggested that the school may consider list of areas as suggested by the P&DD subject to availability faculty in the respective areas and delivery mechanism as per UGC regulation, 2017. For B.Voc programme, member suggested that the school may consider any one vocational trade/sector initially. Member also stated that it is School's privilege to identify area of vocational programme on the basis of need based survey and its economic viability of the programme.

32.10.3 School Board approved above suggestions given by the members on the areas in which School may plan and explore the possibility for development of academic programme

Meeting ended with vote of thanks to the Chair.

(R.S.P. Singh)
Chairman