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MINUTES OF THE THIRTIETH MEETING, OF THE ACADEMIC COUNCIL HELD ON NOVEMBER 21, 2003 AT 3.00 P. M. IN THE CONFERENCE ROOM, BLOCK - 8, IGNOU CAMPUS, MAIDAN GARHI, NEW DELHI - 110 068.

The list of members present and those who could not attend the meeting is given in **Appendix - 1**.

At the outset, the Chairman welcomed the members to the 30th Meeting of the Academic Council. He specially welcomed the following new members of the Academic Council and sought their co-operation and valuable contributions to the deliberations in the meetings of the Academic Council :

1. Prof. (Mrs.) Madhulika Kaushik
2. Prof. B.S. Saraswat
3. Director, EMPC
4. Director, RSD
5. Prof. M. Aslam
6. Prof. Parvin Sinclair
7. Dr. Akshay Kumar
8. Dr. Subhasis Maji
9. Dr.(Ms.) Anju S. Gupta
10. Ms. Poonam Bhushan
11. Dr. Saugato Sen
12. Dr. (Mrs.) Ruchika Kuba
13. Dr. Sanjeev Pande
14. Dr. Neelam Choudhary

The Vice-Chancellor also placed on record Council's appreciation for the contributions made by the following outgoing members:

1. Shri D.C. Pant, PVC
2. Prof. J.M. Parakh
3. Prof. S.B. Ghosh
4. Dr. S.B. Arora
5. Dr. C.B. Sharma
6. Dr. S.B. Sharma
7. Dr. Lalita S. Kumar
8. Ms. Rekha S. Sen
9. Shri Ashish Agarwal

10. Director, STRIDE
11. Director, SR&ED
12. Director, P&DD
13. Dr. K. Soundaravalli
14. Dr. Zeba Khan
15. Dr. (Mrs.) Neela Jagannathan

The Chairman then requested Prof. S.C. Garg, Pro Vice-Chancellor to present the items of the agenda.

ITEM NO. 1 TO CONFIRM THE MINUTES OF THE 29TH MEETING OF THE ACADEMIC COUNCIL HELD ON JUNE 23, 2003 AND 9TH MEETING OF THE ACADEMIC COUNCIL'S STANDING COMMITTEE HELD ON SEPTEMBER 12, 2003 AND TO NOTE THE ACTION TAKEN THEREON

AC 30.1.1 Initiating the discussion on the Minutes of the 29th meeting of the Academic Council for confirmation, Prof. S.C. Garg, Pro Vice-Chancellor informed the Council that the Minutes were circulated to the members and no comments on these Minutes have been received. However, with regard to Item No. 4 of the Minutes, Prof. Garg informed that the proposed PG Diploma in Analytical Chemistry had been processed through School Board and Planning Board and about 50% of the course material had already been received from the course writers. In view of this, the Council could review its earlier decision.

AC 30.1.2 The Council noted that the programme was initiated as far back as in 1995-96 and needed subsidy @ Rs.8000/- per student. It was also noted that IGNOU does not get any support for non-plan expenditure. Considering in this context the sustainability of the programme and maintaining quality of programme delivery, the Council was of the view that, in general, highly innovative and specialised programmes should attract sponsorships or collaborative arrangements which make them sustainable and financially viable without sacrificing quality. The Council, therefore, reiterated its earlier decision and resolved that School of Sciences and the concerned faculty in particular should make efforts to ensure sponsorships or collaborative arrangements. The matter can then be placed before the Academic council for its consideration and decision.

AC 30.1.3

Arising out of these discussions, it was decided that course writing work should not be undertaken unless the programme has been cleared by the Academic Council or its Standing Committee. It was further resolved that in future all issues pertaining to end-effectiveness vs. self-sustainability, fee, subsidy, etc. should be discussed and analysed thoroughly at the levels of Academic Programme Committee / Planning Board stage (Phase II). It was therefore further suggested that all proposals should be thoroughly prepared with realistic projections from the initial stages.

AC 30.1.4

The Minutes of the 29th Meeting of the Academic Council were confirmed with the above resolution. The Council also noted the Action Taken Report on the Minutes of the 29th Meeting of the Academic Council.

AC 30.1.5

The Minutes of the 9th Meeting of the Academic Council's Standing Committee (ACSC) held on September 12, 2003 were then taken up for confirmation. The Academic Council noted the highlights of important decisions / recommendations of the Standing Committee. On Item No. 8 of the Minutes of the ACSC, which relates to conferment of honorary degrees, it was desired by the Academic Council that besides the two names proposed by the Standing Committee, more names could be sent to the Chairman of the Academic Council by the members if they so desired before November 30, 2003. The Chairman was authorized to take final decision about names for the award of the Doctorate Degrees (*Honoris Causa*) from the list of names so generated for further processing by the Board of Management.

On Item No. 13 with regard to the recommendations made by the Standing Committee relating to the B.Sc. Hospitality and Hotel Administration for Ex IHM students from NCHMCT it was noted that AIU and UGC had not agreed to grant equivalence Certificate for Diploma and B.Sc. degree. It was decided that a comprehensive proposal may be put up before the next meeting for a decision in the matter.

AC 30.1.5

The Minutes of the 9th meeting of the Academic Council's Standing Committee were approved with the above suggestions.

ITEM NO. 2 TO CONSIDER AND APPROVE THE RECOMMENDATIONS OF THE SUB-COMMITTEE CONSTITUTED BY THE ACSC (RES. NO.ACSC 8.2.4) TO RE-EXAMINE THE ISSUE OF EVALUATION OF DISTANCE EDUCATION PROGRAMMES HELD ON 8TH OCTOBER, 2003

AC 30.2.1 The item was taken up for consideration. Prof. S.C. Garg, Pro Vice-Chancellor informed that the following Sub-Committee was constituted in the 8th meeting of the Standing Committee of the Academic Council to examine the above issues. Prof. S. C.Garg, Pro-Vice Chancellor, Chairman, Prof. S.V.S. Choudhary, Director, SOE- Member, Dr. P.K. Mehta, Director SRE -Convener and Prof. P.R. Ramanujam, Director STRIDE-Member. The committee made the following recommendations, which were proposed for consideration of the Academic Council.

- Since Schools of Studies are the only authority of the University to offer any programme and award degree / diploma, the statutory provisions may be strictly adhered to.
- Existing provisions may be reviewed or existing resources may be reallocated.

AC 30.2.2 At this stage, the Chairman decided to invite all the members of the above committee to express their views and provide any relevant information on the matter before the Council took up the matter for discussion. Thus the Convener and all the members of the committee made their presentations before the Academic Council. After this, the members of the Academic Council discussed the recommendations of the Sub-committee in the light of the presentations made before them by the members of the Sub-committee.

AC 30.2.3 It was noted that under the provisions of the relevant Statutes of the University only the Schools were authorized to offer programmes. It was therefore decided that the area of Distance Education continued to be allocated to School of Education and status quo may be maintained. As far as moderation of question papers is concerned, Director (School of Education) shall be the ex-officio Chairman of Moderation Board. However, faculty from STRIDE be associated as far as possible.

AC 30.2.4

Arising out of the above discussions the Council decided that the following issues may be considered in a general perspective by a committee to be appointed by the Chairman of the Academic Council.



- Mechanism to house inter-disciplinary programmes,
- Housing programmes developed by any unit of the university other than a school.

The recommendations of the committee can be placed for consideration before the Standing Committee and the Academic Council.

ITEM NO. 3

TO CONSIDER AND APPROVE THE PROGRAMME DESIGN AND DETAILED PROGRAMME REPORT FORM (PHASE-3) OF THE PG DIPLOMA IN RADIO PRASARAN (PGDRP)

AC 30.3.1

The item was taken up for discussion. Prof. S.C. Garg, Pro Vice-Chancellor explained that the School of Humanities has submitted a Programme Design and Detailed Programme Report related to the Post Graduate Diploma in Radio Prasaran (PGDRP). He informed the Council that the University has entered into an MoU with All India Radio (Prasar Bharati) for imparting practical training to the students and that the programme will be launched with effect from January 2004 admission cycle.

AC 30.3.2

At this stage, the Chairman decided to call the Programme Coordinator to respond to certain queries, which the members may like to raise. On receiving satisfactory responses to clarifications sought about the time allocated for hands on training, the proposal was approved. The Council also appreciated the need and importance of offering the programme, particularly in view of the emerging changes taking place in the mode of delivery of education.

ITEM NO. 4 **TO CONSIDER THE PROPOSAL FOR REVISION OF PROGRAMME STRUCTURE OF B.TECH CIVIL (CONSTRUCTION MANAGEMENT) (BTCM) PROGRAMME OFFERED BY SCHOOL OF ENGINEERING & TECHNOLOGY**

AC 30.4.1 The item was taken up for consideration. Prof. S.C. Garg, Pro Vice-Chancellor informed the Council that the School of Engineering and Technology offers B.Tech. Civil (Construction Management) and B.Tech Civil (Water Resources Management). He also mentioned that the University has undertaken extensive exercise to revise the programmes on offer. Accordingly, the proposal was for approval of revised structure of B.Tech Civil (Construction Management).

AC 30.4.2 The Council appreciated the effort made to revise the programme course structure to meet the contemporary needs. It was suggested that while launching such programmes, the University should give wider publicity by highlighting their relevance and importance. For this purpose, the faculty should develop promotional print materials, write to prospective professional bodies and advertise through relevant magazines and IGNOU Website. The Council further suggested that the School should also focus on awareness programmes in areas of major contemporary concerns to the society, like, water resource management, energy generation and management and environment.

AC 30.4.3 The proposal was approved with the advice that programme / course codes be got approved from Planning and Development Division.

ITEM NO. 5 **TO RATIFY THE ACTION TAKEN BY THE VICE-CHANCELLOR IN RESPECT OF REDUCTION OF PERIOD FOR EXTENSION FROM 8 YEARS TO 2 YEARS IN BDP RE-ADMISSION IN COMPLIANCE OF RESOLUTION NO. AC 29.2.3**

AC 30.5.1 The item was taken up for consideration. It was explained that the norms were already approved by the Academic Council in its 28th Meeting for re-admission of students who failed in BDP Programmes after charging certain pro-rata re-admission fee. The matter was further looked into by the BDP Coordination Committee, which suggested that only two years, i.e., up to four semesters may be allowed in such cases of re-admission. The

matter was also reviewed in the 29th Meeting of the Academic Council. The Council had directed that an analysis based on the actual number of students who failed to complete the programme within the stipulated period should be undertaken and the details furnished to the Chairman, Academic Council for a final decision. Based on the data furnished by the Director (SR&ED), the Vice-Chancellor had approved reduction of the period in the BDP re-admission cases from 8 to 2 years.

AC 30.5.2 The Academic Council ratified the above decision taken by the Vice-Chancellor in the matter.

ITEM NO. 6 **TO CONSIDER THE RECOMMENDATIONS OF THE SUB-COMMITTEE CONSTITUTED BY THE ACADEMIC COUNCIL'S STANDING COMMITTEE (RES. NO.ACSC 9.16.2) TO STUDY THE PROPOSAL OF THE PROGRAMME "POST GRADUATE CERTIFICATE IN COPYEDITING AND PROOFREADING (PGCCP)"**

AC 30.6.1 The item was taken up for consideration. Prof. S.C. Garg, Pro Vice-Chancellor explained that the proposal relating to the programme, Post Graduate Certificate in Copyediting and Proofreading (PGCCP) was put up to the Academic Council's Standing Committee in its 9th meeting held on October 15, 2003. As per the decision of the Standing Committee, the proposal was examined by a Sub-Committee constituted by it. The recommendations of the sub-committee were placed for consideration.

AC 30.6.2 The Academic Council considered the recommendations of the Sub-Committee and approved the same for implementation with the suggestion that in case a similar programme is developed for Devnagri Script, the minimum eligibility condition should be graduation with Hindi as one of the subjects.

ITEM NO. 7 **TO CONSIDER AND APPROVE THE PROGRAMME DESIGN AND DETAILED PROGRAMME REPORT FORMS (PHASE-3) OF THE INTEGRATED DOCTORAL PROGRAMME IN MATHEMATICS (IDPM) AND INTEGRATED DOCTORAL PROGRAMME IN PHYSICS (IDPP)**

AC 30.7.1 The item was taken up for consideration. It was explained that with an objective of building a cadre of first rank researchers in

the field of Mathematics and Physics, the School of Sciences has proposed collaborative Integrated Doctoral Programme in Mathematics (IDPM) and Integrated Doctoral Programme in Physics (IDPP) with Harish Chandra Research Institute (HRI), Allahabad. It was mentioned that HRI is one of the most prestigious Research Institutes under the Department of Atomic Energy, Govt. of India and there were faculty members of great repute working in the Institute, IGNOU faculty itself will also participate in the programme.

AC 30.7.2

The item was discussed in detail. The members complimented the University for collaboration with such a prestigious institute for Integrated Doctoral Programmes in Mathematics and Physics. The proposal was approved. It was recommended that it may also be placed before the Research Council of the University.

ITEM NO. 8

TO CONSIDER AND APPROVE THE PROPOSAL REGARDING AMENDMENTS IN THE ORDINANCE ON RESEARCH DEGREE PROGRAMMES

AC 30.8.1

The item was taken up for consideration with a detailed presentation by Prof. B.S. Saraswat, Director, Academic Coordination. He explained that the Phase-I, Ph.D programme had already been launched by the Schools of Education and Social Sciences with effect from 2001. Now, the proposal is to start Ph.D Phase II Programme for those who do not possess M.Phil degree. The Academic Council was informed that Research Council, while approving the proposal advised that a common information brochure for Phase-I and Phase-II, be made compatible to the provisions of the Ordinance on the Research Degree Programme. This necessitated some amendments in the Ordinance on Research Degree Programmes. These were submitted to the Academic Council's Standing Committee in its 9th meeting for consideration. The Committee was of the view that the amendments needed closer scrutiny and members in that meeting were requested to send their suggestions to the Chairman within a week. Prof. Saraswat explained that the amendments now proposed and placed before the Academic Council to the Ordinance on Research Degree Programmes after taking into account the suggestions and comments received.

AC 30.8.2

The proposal was discussed in detail. The Council resolved to approve the proposed amendments. It was also suggested that the period of 'five years of experience' provided in sub-para,

below para (b) of Clause II 3.2 may be amended to read as '5 years of teaching / practical / industry / professional experience'.

Items Nos. 9 and 10 were presented with the permission of the Chair.

ITEM NO. 9 TO CONSIDER AWARD OF DEGREES BASED ON THE COMPLETION OF TERM-END-EXAMINATION AND EVALUATION OF ASSIGNMENTS

AC 30.9.1

Prof. S.C. Garg presented certain problems that arise in the process of award of the degree on completion of term-end examination and completion of assignment works. He explained that in certain instances, the grades on evaluation of assignments were either not received from the evaluators or were not being recorded in the year of their submission by the evaluators, which delayed completion of programme and the award of degrees to the students. To mitigate the hardship caused to students, in such cases, it was necessary to streamline the procedures so as to ensure that the declaration of results for the term-end examinations and the evaluation of assignments / award of grades synchronize. The matter was discussed in the Task Force, which recommended linking of the award of degrees to the year of successful completion of courses through term-end examinations if the assignments have been submitted before such examination. However, if the assignments are not submitted before the term-end examination or if the student has not been able to clear in assignments, the results may be withheld and declared with the next term-end examination results after successfully clearing the assignment work. To ensure the above, it was proposed to make it mandatory on the part of Study Centres / Programme Centres / Special Study Centres to issue proper acknowledgements of the assignments submitted by the students, besides maintaining comprehensive records of such assignments. The date of submission of assignments by the students would be crucial to determine the year of completion of the course for the purpose of declaration of the results.

AC 30.9.2

The Academic Council approved the proposal for implementation with immediate effect.

ITEM NO. 10 TO CONSIDER THE MATTER ARISING OUT OF A SUPREME COURT ORDER ON ENVIRONMENTAL AWARENESS PROGRAMMES IN CURRICULAM OF THE UNIVERSITY

AC 30.10.1 Prof. S.C. Garg, Pro Vice-Chancellor informed that in a recent order, the Apex Court had directed that programmes on the environment awareness be made mandatory in all the Universities.

AC 30.10.2 Members felt that, since the directions have come from Supreme Court, the matter needed to be addressed urgently. Therefore, a self-contained proposal along with the full text of the orders of the Court may be put-up to the Academic Council's Standing Committee for its examination and recommendation.

The Meeting ended with a vote of thanks to the Chair.


Member-Secretary