

Jamia Hamdard
School of Open and Distance Learning

JH/SODL/BoS/Meeting/2020/____
February 4, 2020

Minutes of the Meeting - Board of Studies of SODL

A meeting of the Board of Studies of the School of Open and Distance Learning (SODL), Jamia Hamdard was held on February 04, 2020, 02:30 PM at the SODL, First Floor, Hamdard Convention Centre, Jamia Hamdard, New Delhi – 110 062. The following members were present.

1. Prof. Masood Parveez, Dean, SODL, Jamia Hamdard – Chairman
2. Prof. Suresh C Garg, Former Pro Vice Chancellor, IGNOU, New Delhi – Co Opted Member
3. Prof. Ahrar Husain, Director, CDOL, Jamia Millia Islamia, New Delhi – Co Opted Member
4. Dr Babita Singh, Assistant Professor, SODL – Member
5. Dr Mohammad Jamshed, Assistant Professor, SMBS – Member

At the outset, Prof. Masood Parveez welcomed all members of the Board of Studies and thanked them for participating in the meeting of the Board of Studies to advise the School of Open and Distance Learning, Jamia Hamdard on matters related to offering of academic programmes, programme delivery, and maintenance of quality and standard of the academic programmes on offer and the programme delivery.

He informed the members that the School of Open and Distance Learning proposes to offer a few new academic programmes through distance mode from July 2020 / January 2021 for which Programme Project Reports and the SLM have been drafted at the School. He presented the Programme Project Reports and the SLM of the following Programmes for consideration of the Board of Studies.

1. Bachelor of Commerce (Hons)
2. PG Diploma in Big Data Analytics
3. PG Diploma in Cloud Computing
4. PG Diploma in Internet of Things
5. PG Diploma in Cyber Security and Digital Forensics
6. Certificate in Computer Hardware
7. Diploma in Professional Arabic

The chair informed that these programmes have been designed by expert committees constituted by the University and in consultation with the respective departments. Same was perused in details.

After detailed discussion, the Programme Project Reports were approved with the following suggestions;

1. Adopt the guidelines of respective regulatory bodies (UGC / AICTE) for continuous and Term End Examination marks.
2. The PPR/mark sheet should disclose the CGPA / SGPA marks and detail disclosure of calculation on the back side of mark sheet as required by the DEB (UGC).
3. Fee should be fixed judiciously so as to attract more number of students.
4. Admission criteria should be decided by the School of Open and Distance Learning in conformity with overall University guidelines.
5. Dedicated faculty as per the UGC guidelines should be appointed at the School of Open and Distance Learning for servicing various programmes.
6. As far as possible efforts should be made to share resources with peer institutions by signing MoUs. This will improve quality and save effort as well as cost.

Minutes of the Meeting of the Review Committee held on 31/01/2020 to monitor quality of academic programmes and the programme delivery were presented before the Board of Studies. Feedback Reports



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obtained from the learners on the quality of academic programmes and the student support services were also presented in the meeting.

The Board of Studies approved the minutes of the meeting of the Programme Review Committee. The School Board advised to provide support to the learners as per guidelines of the UGC, and their grievances may be redressed at the earliest. The feedback forms be analyzed and the report be communicated to the members. Suggestions of the learners for improvement in the programme delivery and for development of new programmes may be addressed.

The meeting ended with vote of thanks to the Chair.

(Dr Babita Singh)

(Dr Md Jamshed)

(Prof. Ahrar Husain)

(Prof. Suresh C Garg)

(Prof. Masood Parveez)

