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**National Institute of Open Schooling
A-24/25, Institutional Area
Sector -62, Noida**

Minutes of the 57th Executive Board meeting held on 20th October, 2010 at 11.00 AM in the conference hall of A-24/25, Institutional Area, Sector -62, Noida.

The following were present :-

1.	Dr. S. S. Jena, Chairman, NIOS	-	Chairman
2.	Sh. S. K. Ray, AS& Financial Adviser, MHRD	-	Member
3.	Dr. R. Sreedher, Director, CEMCA	-	Member
4.	Sh. Guilherme Vaz, Consultant Mumbai	-	Member
5.	Prof. C.L. Anand, Former V.C, Arunachal University-		Member
6.	Prof. (Ms.) Vasudha Kamat, Jt. Director, CIET	-	Member
7.	Prof. S.D. Sharma, Former Director, IGNOU	-	Member
8.	Sh. C. Dharuman, Director (Evaluation), NIOS	-	Member
9.	Dr. Sushmita Mitra, Director (SSS), NIOS	-	Member
10.	Dr. K. P. Wasnik, Director (Voc.)/(Acad.), NIOS	-	Member
11.	Sh. G. G. Saxena, IAS Secretary, NIOS	-	Member Secretary

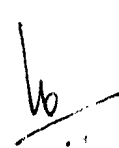
2. Sh. S.C. Khuntia, Joint Secretary, MHRD, Prof. Mohammad Miyan, VC, Maulana Azad National Urdu University, Hyderabad, Prof. (Ms) Annu J. Thomas, Professor, IGNOU and Prof. Mangala Sunder, Professor, IIT, Madras could not attend the meeting. Sh. S. K. Tanwar, Deputy Director (Accounts) helped the member convener on presentation of the items.

The Chairman, NIOS welcomed the new members and introduced Sh. G. G. Saxena, Secretary, NIOS, Sh. C. Dharuman, Director (Evaluation), NIOS and Dr. K. P. Wasnik, Director (Voc)/(Acad.), NIOS who were attending Executive Board meeting for the first time. The members expressed their good wishes to newly joined members and hope that after their joining, things would be further improved in NIOS.

Thereafter with the permission of chair, Sh. G. G. Saxena, Secretary, NIOS took the agenda items.

- 2.1 **Item 57.1(a) To confirm the minutes of the 56th Executive Boards meeting after considering the comments if any received from the members.**

The Minutes of 56th Executive Board held on 25.05.2010 were sent to the members for their comments. Prof. Mohammad Miyan sent his comments on the minutes circulated to the members vide his letter dated 11th June 2010. The members were apprised on the contents of the letter. The members deliberated on the contents of the letter and unanimously resolved that since the minutes on the item has been recorded correctly and hence no change is required in the minutes of the 56th Executive Board.



2.1.1 Item 57.1(b) To report the action taken on the minutes of the 56th meeting of the Executive Board.

The actions taken on various decisions of the 56th Executive Board were informed to the Executive Board. The Executive Board took note on the action taken on the minutes of 56th meeting of Executive Board.

2.2 Item 57.2 To consider and approve the minutes of 42nd Finance Committee meeting on NOS Society held on 30th September 2010.

It was pointed out that in item 42.10 (ii) under the caption "Positions and Numbers" a word "Academic" should be added with Joint Director. The post should be filled up by the one of the existing Joint Director (Academic) till the position for the Capacity Building Department is created.

After considering the Finance Committee recommendations, the members noted NIOS initiatives for renovation and development of infrastructure to utilize the existing facilities optimally by evolving professionalism. The Executive Board approved all the items of Finance Committee.

2.3 Item 57.3 .To consider and approve the draft Annual Report for the year 2009-10 of NIOS.

The Chairman, NIOS presented the Annual Report for the year 2009-10 to the Executive Board. He presented the brief of the NIOS achievement during the last year. In the last year NIOS decided to set up new Regional Centres at Bengaluru, Gandhi Nagar, Imphal, and Sub Regional Centre at Vishakapatnam and upgraded Dehradun and Bhubneshwar Sub-Regional Centres to the status of a Regional Centre respectively. He also informed to the members that the three new courses, namely Painting at Secondary level, Sanskrit and Mass Communication at Sr. Secondary level were introduced and two courses i.e. History and Environmental Sciences and two Laboratory Manuals in the subjects of Chemistry and Physics were revised. Question Banks were developed in the subject of Mathematics, Physics, Chemistry, Biology, Geography, Psychology, Hindi Economics, Urdu and English for expansion of the On-Demand Examination system where students can take examination on the day of their choice.

In the Vocational Education, four courses, viz Beauty Culture, X-ray Technician Courses, Diploma in Basic Rural Technology, Cutting Tailoring and Dress Designing were under revision and seven new courses namely diploma in Operation Theatre Technician, Data Entry Operations, Diploma in Insurance Services, Diploma in Accounts, Banking & Taxation, Certificate in Ayurvedic Therapies and Diploma in Apparel Designing were under development. Some of the courses were also translated in Urdu and selected regional languages. Vocational Department also initiated two major collaborative projects one with Government of Rajasthan through Kasturba Gandhi Balika Vidyalaya (KGBV) project, and the other with Functional Vocational Training and Research Society (FVTRS), Bangalore for further promotion of VE Courses. New courses in "IT Essentials: PC Hardware and Software" in collaboration with CISCO -under Public Private Partnership (PPP) Model were initiated.

Further, he informed that in the last year 4,19,000 students took admission in Secondary and Sr. Secondary course and a total of 6,32,273 students appeared in the Academic Course examination out of which 2,35,632 were certified. Other new initiatives enumerated by him were setting up a Research and Development Cell to study and improve upon its sub-systems, planning of Monitoring and Evaluation of Open Schools in collaboration with Commonwealth of Learning, 100% online 24x7 admission facility, Planning to develop Open Education Resources (OER) initially for Vocational Education Courses to be followed by academic programmes and planning to setting up a Community Radio Station to deliver the course content to cater to the educational and social needs of the community

The members applauded the various initiatives taken by the Chairman, NIOS since his joining in NIOS for strengthening Open Schooling System and assured their support and co-operation in promoting NIOS activities. The members expressed that there is need to emphasize more on Vocational Courses particularly short term courses which can help to get employment to NIOS learners. The Chairman assured that NIOS is in process of collaborating with various agencies to start employment based Vocational Courses on PPP Model. After taking note of the contents of Annual Report, the Executive Board approved the draft Annual Report for the year 2009-10.

2.4 Item 57.4 To consider and approve the Audit Report of Annual Accounts of NIOS for the Financial Year (FY) 2009-10.

The Audit Report of Annual Account of NIOS for the financial year 2010-11 approved by the 42nd Finance Committee meeting was placed before the Executive Board. The Executive Board after consideration has approved the Audit Report and Annual Accounts of NIOS for the year 2009-10 for presentation to the General Body.

2.5 Item 57.5 To consider and approve the Revised Estimate for 2010-11 and Budget Estimates for the year 2011-2012 under PLAN and Non-PLAN of NOS Society.

The members had shown their concern for non-utilization of fund specifically the Plan budget expenditure and felt that the expenditure should be spread over evenly throughout the year. The Chairman apprised that efforts have already been initiated to plan activities in such a way as to utilize funds as per its earmark time schedule and assured that all the suggestions of the members would be taken care of. Thereafter, the Executive Board has approved the Revised Estimate for the year 2010-11 and Budget Estimate for the year 2011-12 under Plan and Non Plan heads of NIOS.

2.6 Item 57.6 To consider and approve the staff pattern for the Regional Centres NIOS.

The XIth Five Year Plan of Govt. of India mandated that NIOS should create at least one Regional Centre in every major states by the end of the Plan period, for effective functioning of the systems. It was also informed that all the Regional Centres have been functioning with a very meager staff strength, which are sometimes hindering the normal functioning of Regional Centres as well as the NIOS Head Quarter as most of the activities are time bound. For the further growth of NIOS, Regional Centre has to be strengthen after providing sufficient manpower. A

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committee was constituted by the NIOS to examine the existing workload of the Regional Centre staff in the context of their roles and responsibilities, keeping in view of the enrollment in each region/state. The committee submitted its report with a detailed proposal for strengthening of the Regional Centre with minimum staff strength. While deliberating on the report submitted by the committee, Prof. C. L. Anand had brought on record the fact that a high power committee was set up about 15 years back for requiring the need of Regional Centres for overall growth of NIOS activities, had recommended the opening of Regional Centres in all states for the promotion of Open Schooling activities in India. However, as it appears now the matter has consistently ^{not} ~~has~~ been followed up. After much deliberation, the members approved the norms for the following staff pattern for the Regional Centre

(A) Minimum staff requirement irrespective of Enrolment

Regional Director	=	1
(At the level of Joint Director/Deputy Director as per the total learners enrolment)		
Assistant Director	=	1 (only for those Regional Centres which have more than ten thousand enrolment)
Section Officer	=	1
Assistant	=	1
Junior Assistant	=	2
Asstt. Programmer/EDP	=	1
Data Entry Operator	=	2
Receptionist/Telephone operator	=	1
	=	<u>10 (Ten)</u>
Group 'D'	=	<u>2 (Two)</u>
Total	=	<u>12 (Twelve)</u>

(B) Further additional staff after increase in enrolment :-

- (1) For every additional 4000 enrolment = One staff at Group C level
- (2) For every additional 10000 enrolment = One Technical staff of Computer Knowledge
- (3) For enrolment touches beyond 35000 = One additional S.O/Supdt.
(At the level of Group C, multi skilled people need to be appointed.)

Note:(i) Technical Staff – EO / SEO level

(ii) Group 'C' – Assistant/Jr.Asstt. EA/OA, /Data Entry Operator etc.

(iii) Where regular staff is not available, staff on contractual basis will be appointed.

The members suggested in case of decrease in enrollment continuously for more than two ~~to~~ three years, such Regional Centre staff strength may be reviewed periodically and an alternative may be evolved to merge its activities with neighboring Regional Centre. Sh. S. K. Ray, Additional Secretary and Financial Advisor, MHRD, while agreeing to the proposed staff pattern has suggested that one time approval from the

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MHRD on the norms on staffing pattern of the Regional Centres should be obtained from the Ministry and subsequently the same could be extended as and when new Regional Centres are created by NIOS.

After agreeing to above suggestions, the Executive Board approved the above staffing norms/pattern for the Regional Centres of NIOS for submission to the MHRD. Meanwhile, the Chairman has also apprised the members that in spite of giving relaxation in age for the current recruitment of staff in the instant advertisement for which recruitment of staff is in progress, there are many staffs who are not fulfilling the minimum eligibility condition even though they have put up more than 10 years of services on contract basis. Mrs. Vasudha Kamat, Member of Executive Board informed that in many Autonomous Organizations, employees who were working for a long time on Contract/Daily wages basis, were not fulfilling the age and educational qualifications were given opportunity to appear in the recruitment process by relaxing age and educational qualification. The members were of the view that such cases may be examined strictly on case to case basis including allowing to avail this opportunity. The Chairman, NIOS is authorized to take the decision, which may be subsequently reported to the Executive Board.

2.7 Item 57.7 To consider and approve the manpower requirement for capacity building cell in NIOS.

The member unanimously appreciated the effort that has been made by the NIOS to prepare a feasibility report for creation of the Department of Capacity Building in the institute for staff potential development. The member also placed their appreciation to the Commonwealth of Learning (COL) for their support in their endeavour. While approving the report and proposal for setting up of Capacity Building Cell in NIOS recommended that expenditure on staff salary should be met by the NIOS from its own generated funds. The Executive Board also suggested that NIOS may approach the MHRD for creation of posts at the earliest as per the proposal. However, the Executive Board also gave its approval for creation of the temporary posts as proposed and as given below till the regular posts are sanctioned:-

Sl. No.	Position and Number	Salary
1.	Joint Director - One (Academic)	PB4+ Rs.8700
2.	SEO (Training Officers) - Four	Rs.17000/- (consolidated) as per norms
3.	Executive Assistant (multi-skilled assistant) - Three	Rs.11000/- (consolidated) as per norms
4.	Attendant - One	Daily wages as per norm

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- 2.8 **Item 57.8 To report the appointment of Regional Director's for different region for the ratification of Executive Board.**

The Executive Board took note of the appointment of Regional Director's in different Region and ratified the decision of the Competent Authority for relaxing the experience criteria in case of Sh. Rushi Kumar Rath, Deputy Director.

- 2.9 **Item 57.9 To consider and approve the proposal of providing space to TSG-RMSA at NIOS campus at NOIDA.**

It was informed that MHRD had requested to NIOS for providing space temporarily for the office of the TSG-RMSA. After discussion, the Executive Board approved to provide 1500 sq. ft. area of space earmarked for the Guest House of NIOS to RMSA for a period of six months on temporary basis or till formal operationalisation of Guest House of NIOS.


Additional Item

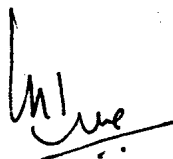
- 2.10 **Item 1 Signing of MOU with Mc Graw Hill companies, Standard and Poors South Asia Services Pvt. Ltd. in place of Tata McGraw Hills.**

The Executive Board agreed with the NIOS proposal for signing of MOU with Mc Graw Hill companies, Standard and Poors South Asia Services Pvt. Ltd. in place of Tata McGraw Hills but advice to take care the following :-

1. The status of the company and its liability may be scrutinized.
2. It may be ensured that the company has no direct or indirect short or long term commercial interest in signing MOU with NIOS.

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


(G.G. Saxena, IAS)
Member - Secretary


(Dr. S.S. Jena)
Chairman