

**MINUTES OF THE DEPARTMENTAL ADVISORY COMMITTEE MEETING,
STUDENT SUPPORT SERVICES, HELD ON 21ST OCTOBER, 2010, NIOS
NOIDA**

The meeting of the Departmental Advisory Committee(DAC) Meeting of the SSS Department was held on 21st October, 2010 at A 24/25, NIOS Noida.

Following were present:

1. Dr S S Jena, Chairman, NIOS
2. Dr B Phalchandra, Head, Regional Institute of Education, Mysore
3. Dr R R Rausaria, Director, Distance Education Council, IGNOU
4. Prof Halim Khan, Former Member, NMCME, Indore, MP
5. Dr Amarendra Behera, Associate Professor , NCERT, Delhi
6. Dr Sushmita Mitra, Director, SSS/ Chairperson, DAC, NIOS
7. Sh S K Mishra, Regional Director, Delhi, NIOS
8. Ms Anitha Nair, Asstt. Director, SSS
9. Ms Bhupinder Kaur, SO, SSS
10. Ms Madhu Bansal. SO, SSS
11. Ms Nishu Saini, SO, SSS
12. Ms Veena Sehgal, SO, SSS

Dr. Uma Tuli, Co-ordinator, Amar Jyoti Rehabilitation Centre (SAIED), NIOS , AI Co-ordinator, Fr. Agnel School, Delhi, and AVI Co-ordinator, Loyala Institute, Delhi could not attend the meeting.

The meeting started with a welcome by Dr Sushmita Mitra, Director, SSS who stated the purpose of the meeting of DAC. Dr S S Jena, Chairman, NIOS also welcomed all the members present and discussed issues related to reaching out to EBB blocks and other agenda items.

Following points were recommended by the Committee:

Item No. 1

To Apprise about the activities of the SSS Department:

- 1.1 Activities and functions of the Student Support Services Department were elaborated and placed before the members.
- 1.2 The current staff structure of the SSS Department was updated to the members.

Item No. 2

To report Activities and Ratification of Some policies:

2.1 *Advocacy of Programmes* - Members felt that NIOS needs to publicise about its programmes and activities extensively especially in the rural areas. Advocacy of NIOS is very much required. Following may be considered by the SSS department:

- Putting up of Sign Boards at different and suitable places.
- Use of Radio as a medium to advocate and advertise NIOS programmes. It was suggested 4 – 5 minutes of Panel discussion on NIOS programmes and activities on radio can be one of the methods. Scrolling strips in the television during some of the popular educational programmes could be another way of advocating NIOS programmes.

2.2 Accreditation of Institutions:

- Since Study Centres of NIOS follows curriculum, syllabus and self instructional material developed by NIOS, so instead of using the terminology - ‘Accreditation of Study Centres, NIOS should use the terminology – ‘Approval for Establishment of Study Centres. It was pointed out that Accreditation is a process of grading the institutions who follow their own curriculum, syllabus and books and has different connotations. However, Chairman explained how the word has been made systemic in NIOS and the meaning thereof. Nevertheless NIOS may consider rephrasing the word.
- In order to reach 189 uncovered districts, NIOS needs to approach the State Government. Meetings with Commissioner of Education and State Education Secretaries need to be arranged.
- One of the ways of covering the Economically Backward Blocks (EBB) would be to invite proposal from various private schools from the EBB districts of various regions.
- Schools may be identified in the uncovered districts and the State Governments may be requested for necessary help to consider them as a study center of NIOS.
- Exemption of processing fee for Government Schools is undoubtedly another way of advocating and establishing more study centres in the uncovered areas.
- Members ratified the decision that all the English Medium Accredited Study Centres be allowed to enroll Hindi medium learners also. Similarly, Minority Institutions will enroll Hindi/English medium learners apart from Urdu learners.

2.3 Constitution and Terms of reference for AAC and SC:

Members ratified the constitution of Accreditation Advisory Committee (AAC) and Screening Committee (SC) and the Terms of Reference of AAC and SC.

2.4 Admission:

Members recommended the following:

(i) Late Admission fee of Rs. 200/- may be charged from the students after 31st August for first five days and thereafter Rs. 1,000/- for next five days.

(ii) In case a student wants a transfer of his/her study centre from one centre to another, then after giving valid reasons and submitting proper documents, an additional amount of Rs. 250/- may be charged from the student. It is therefore necessary that a mapping of distance between one study centre to another be done and norms be developed by the SSS Dept.

(iii) It was ratified by the Committee that to facilitate refugees/asylum seekers, NIOS will accept the data provided by the UNHCR on a mutually designed certificate. Notification for the same needs to be issued.

2.5 Establishment of Regional Centres:

It was informed to the Committee about the Established Regional Centres of NIOS and the ones in the process.

2.6 Recognition and Equivalence of NIOS courses:

The Committee suggested to make efforts to pursue with different Boards/Universities regarding recognition and equivalence of NIOS courses.

2.7 Training

It was informed to the committee about the various Training programmes conducted by the SSS Dept for the co-ordinators of AIs/AVIs from time to time. Need for Manuals for different functionaries were suggested by the Members.

Item No. 3

To suggest Strategies to be adopted for Advocacy of NIOS Programmes:

Besides advocacy strategies suggested as at point 2.1 under Item No. 2, the Members suggested that :

- Various Meetings/Conferences/Seminars at various levels needs to be arranged to promote Open Schooling.

- Various Media should be adopted for advocacy purposes.
- A calendar for advocacy needs to be developed which the Headquarter and the Regional Offices/Study Centres shall follow.

Item No. 4

To Review Norms for Grant of Accreditation to Schools to run Secondary and Senior Secondary courses of NIOS:

The Members were appraised about the present process of grant of accreditation of Institutions as Study Centres.

Following were agreed/suggested by the Committee:

- NIOS shall not charge the processing fee of Rs.5,000/- from the Government Schools/Institutions desirous of seeking accreditation. This was ratified by the Committee.
- The Schools/Institutes granted to run Sr Secondary course of NIOS often asks for permission to run NIOS Secondary course also. In such case, NIOS may ask for the attested copy of the Affiliation letter issued by any recognized Board of the country permitting the school/institute to run its Secondary level course , However for such cases processing fee/inspection may not be necessary.
- It was accepted by the Members that a clause in the Norms and Procedures be included that the expenditure for the video coverage/recording during inspection shall be borne by the school/institution seeking accreditation to NIOS.
- It was ratified by the committee that the Accredited Institutions who have not taken any admission for last two years may be discredited after issuing show cause notice.
- It was approved by the Committee that instead of three months, NIOS may ask the Accredited Institutes to submit reply of the show cause notice within 21 (twenty one) days of the issuance of the show cause notice.

The following Policy regarding **accreditation of foreign schools** as under, was recommended and approved by the Committee:

- i. It was recommended that 500 USD should be charged as processing fee for accreditation of foreign schools. In case the school/institution is recommended by the Screening Board, another 500 USD may be charged from the school/institution for inspection purposes.
- ii. Infrastructure required by the foreign school will remain same as required by other schools/institutions in India.
- iii. Inspection team will consist of two members i.e. one member nominated by the Chairman, NIOS and other member will be from the concerned Embassy at India.
- iv. The committee also recommended that for Indian schools/institutions only Rs 1,000/- should be taken for the first time as accreditation

processing fee and in case the school is recommended for inspection by the Screening Board, then Rs. 4,000/- as inspection fee should be charged.

- The schools/Institutions run by NGOs/Societies registered under Persons with Disabilities (PWD) Act 1995 or/and under Societies Registration Act 1860 or/and Social Welfare Department and getting grant from Government may also be considered for grant of Accreditation for differently able/marginalized learners besides the institutions recognized by Rehabilitation Council of India (RCI).

Item No. 5

To consider decentralization of activities pertaining to Online Admission and Grant of Accreditation of Institutions:

It was approved by the Committee that besides the stream 1, other streams (2, 3 and 4) of admission should be decentralized at the Regional Centre. Similarly, the process of Accreditation of Study Centres should be decentralized at the Regional Centre. It was approved that NIOS Regional Centres may identify appropriate institutions in unreached areas and follow the norms and procedure at their level to be sent for final decision at the Headquarters. Both the items were approved by the Committee.

Item No. 6

To consider the policy of enrolment of general learners by special Accredited Institutions for education of the disadvantaged (SAIED) keeping in view inclusive education:

The committee approved that general learners may not be allowed to be enrolled by the SAIEDs as the students enrolled in SAIED sit for examinations in the same SAIED centre whereas in case of general students they are allotted examination centre other than their Study Centre.

Item No. 7

To Apprise and seek advice on the process for distribution of study materials to NIOS learners:

The committee suggested that the methodology adopted for distribution of study material to NIOS learners will remain the same i.e. to the individual learner for stream I, by way of dispatching the material at the home address and for stream II providing on payment basis and also the material will be available on the NIOS website.

Item No. 8

To discuss on enhancement of the quality of functioning of NIOS study centres in order to formulate strategies/procedures:

It was recommended by the committee that PCP payments to the Study Centres needs to be reviewed. 50% payment of the PCP to the study centres should be done in the month of September and another 50% payment based on the performance of the PCP conducted by the study centre, should be done in the month of February. The Regional Centres should electronically transfer the PCP money to the study centres. A Time Table should be made by the SSS Dept. for the conduction of PCP classes and put on the NIOS web site. This will ensure uniform conduct of PCP in all the study centres.

Item No. 9

To suggest and Advice on the Training Activities of SSS Department:

It was recommended by the Members that various training programmes should be arranged along with the established Capacity Building Cell of NIOS to impart training to various functionaries of study Centres, Regional Centres and also the staff of SSS Department. Training should be made as a regular feature and a time schedule, if possible should be followed.

Item No. 10

To Consider closure of NVs, KVs and other government schools which are not willing to be study centres of NIOS

It was recommended by the committee that the KVs, NVs and other government schools who are no longer willing to be the study centre of NIOS should be considered for closure as per NIOS norms.

Item No. 11

To consider large number of requests received from study centres for re-accreditation:

The committee recommended that re-accreditation should be considered only if there is NO other school available in the block/locality.

Item No. 12

To consider and approve relaxation on the Norms for grant of accreditation to Muslims Minority Institutions:

The relaxed norms for grant of accreditation to Muslim Minority Institutions were considered and approved.

Other Items:

The committee recommended that some Award should be initiated to be given to the Regional Centre which will motivate Regional Centres to improve their function and performance. The parameters recommended by the committee were-

- i. Maximum number of correspondence with the learners/study centres and providing solution therein.
- ii. Number of inspections (AI/AVI/AA) done by the Regional centre in one year.
- iii. Increase in enrolment
- iv. Effective monitoring of study centres of that region
- v. Timely submission of accounts
- vi. Effective public relations
- vii. Effective monitoring of PCP and its timely report
- viii. Effective conduct of ODES
- ix. Effective crowd management

An external committee appointed by the Chairman NIOS will evaluate the performance of the Regional Centre.

The meeting ended with vote of thanks to the chair.