

दिल्ली विश्वविद्यालय
UNIVERSITY OF DELHI
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Minutes of the meeting of the Committee held on 18/12/2023

A meeting of the Committee constituted by the Competent Authority of the University of Delhi regarding formulate the guidelines to review the Self Learning Material (SLM) of SOL was held on 18/12/2023 at 11:00 a.m in the Council Room, Vice Regal Lodge, University of Delhi.

Following were present in the meeting:

1. Prof. Shri Prakash Singh, Director, South Campus, DU- Chairman
2. Prof. Payal Mago, Director, Campus of Open Learning, DU
3. Prof. K Ratnabali, Dean, Academic Affairs, DU
4. Sh. Jay Chanda, Joint Registrar, Academic, DU
5. Dr. O. P. Sharma, Dy. Registrar, SOL, DU
6. Dr. Pradeep Kumar, Dy. Registrar (Ptg.), SOL, DU (Special Invitee)

Prof. Niranjan Kumar, Dean Planning, DU and Prof. Anil Aneja, Head, Department of English, DU could not attend the meeting due to their pre-occupation.

Sh. Vijay Bhandari, Book Producer, SOL, DU assisted the Committee.

At the outset Chairman welcomed all the members and requested Director, Campus of Open Learning, DU to brief about the issue.

The Director, COL, DU informed the Committee that School of Open Learning, University of Delhi being a distance education institution, it has to prepare the Self Learning Material (SLM) as per the guidelines of the University Grants Commission (Open and Distance Learning) Regulations, 2020. In this process, SLM developed and offered be self-explanatory, self contained, illustrative, easily comprehensible and in manageable modules such as units and blocks. Apart from that at least 60% of the SLM shall be developed by the in-house faculty of the Higher Educational Institution.

The Director, COL, DU apprised the Committee that as per the guidelines of the University Grants Commission (Open and Distance Learning) Regulations, 2020, the SLM should be ready in all respect and it should be duly approved by the Statutory authorities of the Higher Educational Institution.

The University of Delhi adopted NEP-UGCF-2022 for Regular mode students accordingly, the SOL also adopted the same in the year 2022 but in this process SOL has to prepare fresh SLM as per new syllabi and course curriculum.

For this purpose, to prepare SLM according to Regulation, SOL advertised "Wanted of Content Writers" in various courses on 18.5.2022 in the two national dailies and uploaded on website of SOL as well as DU website. Again, readvertisement were made "Empanelment of Content Writer" on 30.8.2023 as well as "Empanelment of Language Editors/Proof Readers" on 30.8.2023. With the help of existing teaching staff and various Content Writers and Language Editors SOL has prepared the SLM within the stipulated time.

Apart from that SOL completed the process of peer review by the SOL faculty and subsequently review process by various renowned faculty of the University. The SOL also requested two times the Head of various Departments of DU (through mail) to review the SLM.

The Director, COL, DU also informed the Committee that printing quality of SLM has also been improved by engaging renowned Publishing Housing as well as ISBN number were also incorporated in all SLMs.

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The Committee appreciated the efforts made by SOL in preparing and printing of SLM by following the guidelines of the ODL Regulation-2020 verbatim.

After detailed deliberations on the issue and considering the review work with utmost care in mind following were resolved in the meeting:

1. An advertisement for Empanelment of Content Writers along with Course, year and paper titled be published in renowned national newspapers and the same will also be displayed on SOL website, DU website as well as social media of the SOL/University viz. LinkedIn, twitter and facebook etc. The same advertisement will also be mailed to all the Principal of colleges and concerned Head of the Departments for wider publicity.
2. It was also decided that mail also be sent to the newly appointed faculties various colleges of University of Delhi. For this purpose, the Dean, CIE, DU may be contacted.
3. The Committee members suggested some names of reviewers in the subject of English, Hindi, History and Political Science. The Details are as under:

Political Science

1. Prof. Sanjeev Kumar, ZHC, DU
2. Dr. Shivali Aggarwal, DRC, DU
3. Dr. Rupender, KMC, DU
4. Prof. Santosh, JNU
5. Prof. Ravinder Pandey, CCU, Meerut
6. Dr. Amit Sing, ARSD, DU
7. Dr. Prashant Bharthwal, Aurbindo College, DU
8. Dr. Durgesh, Satyawati College (E)
9. Dr. Adhee, Satyawati College (M)
10. Dr. Narottam, Vivekanand College
11. Dr. Vishvjeet Mohanty, A/C Member
12. Dr. Ravi Ranjan, ZHC
13. Dr. Sweta Mishra, Gargi College

English

1. Prof. Anil Aneja, Head, Deptt. Of English will be requested to provide some name of faculty who will help in reviewing the SLM related to English.
2. Prof. Devender, Deptt. Of English, DU

History

Prof. Vipul Singh, Deptt. Of History may be requested to provide some names of faculty who will help in reviewing the SLM related to History.

2. Dr. Bhuvan Jha, Deptt of History, DU
3. Dr. Nirja Singh, Satyawati College (E)

Hindi

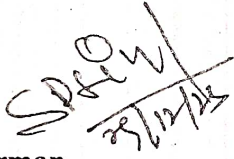
1. Prof. Anil Rai, Deptt. Of Hindi may be requested to provide some names of faculty who will help in reviewing the SLM related to Hindi.
2. Prof. Niranjana, Deptt. Of Hindi, DU

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Language Editor

1. Ms. Pooja Sharma, Venkateswara College, DU
2. Mr. Abhishek, Lakshmibai College, DU
4. It was decided that the SLM of Semester IV prepared by the Faculty of SOL will immediately be peer reviewed/reviewed and after that it may be printed and distributed to the concerned students.
5. Next meeting of the Committee will be held on 29th December, 2023 at 11:00 a.m. at OLDC/SOL wherein reviewers as mentioned above may also be requested to attend the said meeting.

The meeting ended with thanks to Chair.


Chairman


Dy. Registrar

**DEPARTMENT OF DISTANCE AND CONTINUING EDUCATION
SCHOOL OF OPEN LEARNING, CAMPUS OF OPEN LEARNING
UNIVERSITY OF DELHI: DELHI**

Minutes of the Committee held on 9.4.2024 to review Self Learning Material (SLM)

A meeting of the Committee constituted by the Executive Council, University of Delhi to review the Self Learning Material (SLM) of SOL, DU was held on 9.4.2024 at 2:00 p.m in the Conference Room, ARC Building, OLDC, University of Delhi. The following members were present:

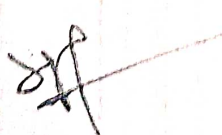
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|---|------------------|
| 1. Prof. Shri Prakash Singh, Director, South Campus, DU | Chairman |
| 2. Prof. Payal Mago, Director, Campus of Open Learning, DU | Member |
| 3. Prof. K Ratnabali, Dean, Academics, DU | Member |
| 4. Prof. Niranjana Kumar, Dean Planning, DU | Member |
| 5. Sh. Jay Chanda, Jt. Registrar, Academics, DU | Member |
| 6. Prof. Anil Aneja, HOD, Deptt. of English, DU | Member |
| 7. Prof. Ajay Jaiswal, Principal, SOL | Member Secretary |
| 8. Dr. O P Sharma, Dy. Registrar, SOL | Spl. Invitee |
| 9. Dr. Pardeep Kamboj, Dy. Registrar, SOL | Spl. Invitee |
| 10. Dr. Amit Singh, Associate Professor, JNU | Spl. Invitee |
| 11. Dr. Indramohan Jha, Professor, ARSD College | Spl. Invitee |
| 12. Dr. Sweta Mishra, Associate Professor, Gargi College | Spl. Invitee |
| 13. Prof. Vipul Singh, Professor, Deptt. of History, DU | Spl. Invitee |
| 14. Prof. Roopinder Oberoi, Professor, KMC | Spl. Invitee |
| 15. Prof. Om Prakash Singh, Professor, DCAC | Spl. Invitee |
| 16. Dr. Biswajit Mohanty, Associate Professor, DBC | Spl. Invitee |
| 17. Dr. Aditya Narayan Mishra, Asstt Professor, Satyawati College | Spl. Invitee |
| 18. Prof. Anil Rai, Professor, Deptt. of Hindi, DU | Spl. Invitee |

The Chairman welcomed all the members and shared the status report submitted by the Printing Section, SOL about the review process of Semester-II and IV of the Hindi, English, Political Science, History and Sanskrit subjects.

After detailed deliberation upon the status report following decisions were taken:

1. The reviewers of all the departments were requested to complete the assigned tasks at the earliest so that the SLM of Semester-IV of all the subjects may be printed and uploaded.
2. For Political Science the content of following titles of SLM of Semester-II and Semester-IV were not found up to mark hence it was decided to re-write the SLM.

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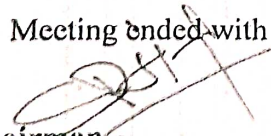

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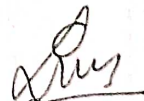
1. India's Foreign Policy- Semester-II
2. Introduction of International Relations: Theories, Concept and Debates- Semester-II
3. Global Politics- Semester-IV
4. Public Institutions in India- Semester-IV
5. Public Administration in India (DSC-10) Unit-VI (a,c,d,e to be written afresh) and Unit-II (b to be re-written).

In this regard, till new contents are written by the faculty, the current SLM which is under review may be printed in the form of Reading Material/ Reading Notes. Dr. Amit Singh, Dr. Biswajit Mohanty and Dr. Sweta Mishra were requested to help in the matter.

3. It was decided that while allocation of study material to the content writer 6 branches of Political Science may be kept in mind so that content may be prepared according to specialization. The review of the SLM may also be allocated as per their specialization.
4. It was decided that after finalization of review work of the SLM, the Hindi translation work may be allocated for the same so that Hindi SLM may be prepared along with reviewed version.
5. It was decided that a meeting with Author, Editor, Peer Reviewer and Reviewer of the SLM may be conducted in each subject so that views of all may be shared to each other and SLM may be prepared with better quality work.
6. From Semester-V onwards an Excel sheet will be prepared by the Printing Section having title of lesson, name of author, editor, peer reviewer and reviewer.
7. Prof. Anil Aneja, suggested the names of reviewers of English subject for Semester-II. The details are annexed (Annexure-1).
8. It was decided that newly appointed faculty of the Department of Hindi, University of Delhi may be requested to help in writing Study material of Semester-V.
9. The Director, COL informed that most of the SLM for the Semester-V are being prepared internally. For this purpose, Principal, SOL was requested to direct the faculty to write the SLM of Semester-V latest by 15th May 2024 so that after peer review it may be printed to for distribution to the concerned students.
10. All SLM of Semester-IV after review may be placed before the Academic Council meeting for approval.

Meeting ended with thanks to Chair.


Chairman


Member Secretary

DEPARTMENT OF ENGLISH SEMESTER –II

S.No.	Paper No.	Title of Study Material	Name of Reviewer	e-mail ID	Phone No.	Status
			Prof. Anil Aneja	Anil.aneja@gmail.com	9871495050	
1.	DSC6/Major	18 th Century Literature	Dr. Sanjay Verma, Associate Prof., Department of English, DU	sverma@english.du.ac.in	9910033121	Sent for review
2.	DSC5/Minor	16 th and 17 th Century English Drama	Prof. Parmod Kumar, School of Humanities, IGNOU	parmodkumar@ignou.ac.in	9818209985	Sent for review
3.	DSC4	14 th to 17 th Century Poetry	Dr. Debashree Sinha, Asstt. Prof., Deshbandhu College, DU	Sinhadebashree5@gmail.com	9818662133	Sent for review
4.	GE(General)	The Individual and Society	Prof. Kusha Tiwari, Shyamlal College	ktiware@shyamlal.du.ac.in	9971569310	Sent for review
5.	SEC	Communication in Everyday Life	Prof. Kusha Tiwari, Shyamlal College	ktiware@shyamlal.du.ac.in	9971569310	Sent for review
6.	VAC	Reading Indian Fiction in English	Dr. Shivani Jha	drshivaniij@gmail.com	9650680870	Sent for Review
7	GE(Language)	English Fluency-I (Sem-I/II)	Prof. Madhumita Chakrabarty, Deptt. Of English, Zakir Husain College Evening, DU	madhumitaiyc@gmail.com	9312260281	Sent for review



Book Producer
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Minutes of the meeting of the Committee held on 29.12.2023

A meeting of the Committee constituted by the Competent Authority of the University of Delhi regarding formulate the guidelines to review the Self Learning Material (SLM) of SOL was held on 29.12.2023 at 11:00 a.m. in the OLDC, ILL Building, University of Delhi.

Following were present in the meeting:

1. Prof. Shri Prakash Singh, Director, South Campus, DU- Chairman
2. Prof. Payal Mago, Director, Campus of Open Learning, DU
3. Prof. K. Ratnabali, Dean, Academic Affairs, DU
4. Prof. Anil Aneja, Head, Deptt. of English, DU
5. Prof. Ajay Jaiswal, Principal, SOL (Special Invitee)
6. Dr. O. P. Sharma, Dy. Registrar, SOL, DU
7. Dr. Pradeep Kumar, Dy. Registrar (Ptg.), SOL, DU (Special Invitee)
8. Prof. Vipul Singh, Deptt. of History, DU
9. Prof. Anil Rai, Deptt. of Hindi, DU
10. Prof. Sanjeev Kumar, Zakir Husain College, DU
11. Prof. Neerja Singh. Deptt. of History, Satyawati College, DU
12. Prof. Roopinder Oberoi, Deptt. of Pol.Sc., KMC, DU
13. Prof. Ravi Ranjan, Deptt. of Pol.Sc., Zakir Husain College, DU
14. Prof. Ravinder Kumar Pandey, Principal, Deshbandhu College, DU
15. Dr. Bhuwan Jha, Deptt. of History, DU
16. Dr. Shweta Mishra, Deptt. of Pol.Sc., Gargi College, DU
17. Dr. Amit Singh, Deptt of Pol.Sc., ARSD, DU
18. Dr. Aditya Narayan Mishra, Deptt. of Pol.Sc. Satyawati College, DU
19. Dr. Biswajit Mohanty, Deptt. of Pol.Sc. Deshbandhu College, DU
20. Dr. Prashant Barthwal, Deptt. of Pol.Sc., Aurobindo College, DU

Prof. Niranjana Kumar, Dean Planning, DU and Sh. Jay Chanda, Joint Registrar, Academic, DU could not attend the meeting due to their pre-occupation.

Sh. Vijay Bhandari, Book Producer, SOL, DU assisted the Committee.

At the outset Chairman welcomed all the participants and after detailed discussions following were resolved in the meeting.

1. The Minutes of the meeting of the Committee held on 18.12.2023 were read and confirmed.
2. The matter regarding translation work from English to Hindi of SLM was discussed wherein it was informed to the Committee that University of Delhi has empanelled three agencies for translation work, the SOL are being translated SLM from them.

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Further, it was resolved that Prof. P.C. Tandon, Deptt. of Hindi, DU may also be contacted for translation work as Prof. Tandon has some association with an institution having pool of Translators.

3. The Printing Section placed the Papers to be taught in Semester-IV of UG Courses of Pol.Sc., History, English and Hindi and informed the Committee that most of the SLM of these papers are in ready position to review the same. Apart from that it was also apprised to the Committee that as per minutes of the previous meeting Prof. Anil Rai, Deptt. of Hindi has identified some faculties to review the material. After detailed deliberation on the issue following faculties have been identified to review the following papers of above-mentioned subjects. The details are annexed (Annexure-1)
4. It was informed the Committee that following Standard Operating Procedure (SOP) for SLM have been adopted in SOL.

Existing Standard Operating Procedure of Self Learning Material (SLM) at SOL

1. **Allocation of Lesson for content writing:** The faculty members of SOL prepare study material in both English and Hindi mediums, and whenever required, the same is also outsourced to the faculty/subject expert/resource persons outside SOL to prepare study material. However, for this purpose, the department will follow the Distance Education Bureau (DEB) guidelines i.e., at least 60% of SLM shall be developed by the in-house faculty/faculties. The rest of the lessons of the relevant SLM will be allocated by the Department to the panel of content writers. The content writers will timely submit the lesson to soft copy and hard copy form.
2. **Plagiarism Check:** All the lessons of the SLM will be sent for plagiarism check to elibrary@sol-du.ac.in. The report will be then submitted to the Printing Section. In case lessons have been prepared by external faculty members, the bills for preparation of lessons will also be submitted as per norms decided by the Governing Body, SOL, DU. Plagiarism is allowed only upto 10% similarity.
3. **Peer Review of SLM:** The content of lessons of SLM prepared by internal or external faculty members shall be peer reviewed within the Department. For this purpose, a report will be prepared and attached with the SLM. The names of peer review faculty members will be indicated in the SLM.
4. **External Review:** The peer reviewed SLM will get reviewed by the external faculty members identified by the Committee constituted by the Competent Authority of the University of Delhi. The remuneration for reviewing the SLM will be given to the external faculty members as per norms decided by the Governing Body of the SOL, DU. The names of Review Committee will be indicated in the SLM.
5. **Language Editing and Proof Reading:** After peer review and review by the external faculty members, the SLM will be sent to the Language editor identified by the Committee constituted by the Competent Authority of the University of Delhi. The Language editor will be paid remuneration as per norms approved by the Governing Body of the SOL, DU. The names of the language editor will be indicated in the SLM.



6. **Allocation of ISBN:** After completing all the above-mentioned activities i.e., plagiarism check, peer review, external review, language editing etc., the ISBN will be applied and allocated to each SLM. For this purpose, all ISBN related activities will be carried out under overall control of Academic Coordinator, SOL.
7. **Uploading and Printing of SLM:** After completing all processes, the SLM will be approved by Teacher-in-Charge for uploading on the SOL website and to process the same for printing.

The Committee appreciated the efforts of SOL for using best practices for preparation of SLM.

The meeting ended with vote of thanks to the Chair.

Chairman


20/02/24


Dy. Registrar 28-12-2023

DEPARTMENT OF POLITICAL SCIENCE Semester-IV

S.No.	Paper No.	Title of Study Material	Name of Reviewer	e-mail ID	Phone No.	English medium	Hindi medium	Status
1.	Major	Public Institutions in India (Bharat mein Saarvjanik Sansthan)	Prof. Ravi Ranjan, Zakir Hussain College	raviranjana@zh.du.ac.in	9899355602	Eng medium sent on 12/1/2024 to Reviewer by Shalini	Hindi medium sent on 18/1/2024 to Reviewer by Shalini	Not completed
2.	Minor	Comparative Government and Politics (Tulnatmak Sarkaar aur Rajniti)	Dr. Biswajit Mohanty, Deshbandhu College	bmohanty@db.du.ac.in	9015871555	Updated Eng medium SLM sent on 31/1/2024 as Reviewer asked to send again on 29/1/2024 Unit I (5/2/2024) & V (31/1/2024) Received after review Unit II(A) received on 14/2/2024 after review (In process of correction with Department)	Same review applicable for Hindi medium also	Partly Done Pending work is going on and expected to be completed in one weeks time
3.	GE	Western Political Philosophy	Dr. Sanjeev Kumar, Zakir Hussain College	Sanjeevkumar78@gmail.com sanjeevkumar@zh.	9999883324	Sent on 2/1/2024	Received from Reviewer on 15/12/2024 and	Completed Received today sent to

		(Paschimi Rajnitik Darshan)		du.ac.in			sent to Deptt. for Corrections	department for incorporation of suggestions
4.	DSC-10	Public Administration in India (Bharat mein Saarvjanik Prashasan)	Dr. Sweta Mishra, Gargi College Dr. Aditya Mishra, Satyawati College Prof. Roopinder Oberoi, KMC	Sweta.mishra@gargi.du.ac.in adityanarayanmishra@satyawati.du.ac.in roberoio2019@gmail.com	9650154740 9968924002 8447887200	English medium sent on 10/1/2024 Received Unit II and VI from Dr. Shweta Mishra on 1/2/2024 and corrections incorporated Unit IV & V received from Prof. Roopinder on 3/2/2024 and Corrections incorporated	Sent Hindi on medium 18/1/2024	Unit-I and III pending Expected to be completed within one week time
5.	DSC-11	Concepts in Comparative Political Analysis (Tulnaatmak Rajnitik Vishleshan mein Avdharnayein)	Dr. Biswajit Mohanty, Deshbandhu College	bmohanty@db.du.ac.in	9015871555	Sent English medium to team on 5/1/2024 Received Unit I-VII English medium and corrections incorporated	Sent Hindi medium to team on 5/1/2024 As conveyed by Dr. Mohanty changes are applicable to Hindi medium also Unit III received from Dr. Preeti	Completed English Medium

								Chauhan		
6.	DSC-12	Global Politics (Vaishvik Rajniti)	Dr. Amit Singh Prof. Inder Mohan Jha	Amitsinghju@gmail.com imjhaa@gmail.com	9811103698 9818490377	Sent medium 2/1/2024 Sent medium 2/1/2024	English on English on	Sent medium 15/1/2024 Sent medium 15/1/2024	Hindi on Hindi on	Not completed Reviewers are sending report today (16.02.2024)
7.	DSE	Gandhi and the Contemporary World (Gandhi aur Samkaleen Vishwa)	Dr. Sanjeev Kumar, Zakir Hussain College	Sanjeevkumar78@gmail.com sanjeevkumar@zhdu.ac.in	9999883324	Sent medium 2/1/2024	English	Sent medium 5/1/2024	Hindi	Completed Received today sent to department for incorporation of suggestions



Department of English Semester –IV

S.No.	Paper No.	Title of Study Material	Name of Reviewer	e-mail ID	Phone No.	SLM Sent for review on	Status
1.	DSC12/Major	Indian Writing in English Translation	Prof. Parmod Kumar, School of Humanities, IGNOU	parmodkumar@ignou.ac.in	9818209985	14.01.2024	Not completed
2.	DSC11/Minor	Indian Writing in English	Prof. Kusha Tiwari, Shyamlal College	ktiwari@shyamlal.du.ac.in	9971569310	10/1/2024	Completed on 07.02.2024 Dept. to Incorporate the suggestions
3.	DSC10	American Literature	Professor Aneja HOD English, DU has been requested to suggest name of reviewer.				
4.	GE(General) for Hons. Courses	Indian Classical Literature (common with B.A. (Hons.) English Sem-I DSC3)	Dr. Sanjay Verma, Associate Prof., Department of English, DU	sverma@english.du.ac.in	9910033121	14/01/2024	Not Completed To be completed by 21.02.2024
5.	DSE	Dystopian Writings (common with GE Sem-III)	Dr. Debashree Sinha, Asstt. Prof., Deshbandhu College, DU	Sinhadebashree5@gmail.com	9818662133	11/1/2024	Not completed
6.	GE(Language)	English Fluency-II (Sem-III/IV)	Prof. Madhumita Chakrabarty, Deptt. Of English, Zakir Husain College Evening, DU	madhumitaiyc@gmail.com	9312260281	14/01/2024	Completed on 12.02.2024 sent to dept. incorporation



DEPARTMENT OF HISTORY SEMESTER –IV

S.No.	Paper No.	Title of Study Material	Name of Reviewer	e-mail ID	Phone No.	English Medium	Hindi Medium	Status English Medium
1.	Major	Cultural Transformation in Early Modern Europe-II	Prof. Sanjay Kumar, PGDAV Evening Dr. Anisha Srivastava, Sri Aurobindo College, Evening	sanjaypgdave@gmail.com anishasrivastava2019@gmail.com	9868418099 9811657965	15.01.2024	Not ready	Completed on 04.02.2024 Department is incorporating the suggestions
2.	Minor	History of India c. 1550-1700	Prof. Rakesh Kumar, RLA College Dr. Anand Kumar, MLN College	Rakeshkumar.hist@rla.du.ac.in Anand19@mln.du.ac.in	9810281549 9810871796	14.02.2024	Not ready	Not completed expected to be completed on 21.02.2024
3.	GE	Religious Traditions in the Indian Subcontinent	Prof. Om Prakash Singh Prof. Neerja Singh	Opsingh1968@gmail.com Neerja17oct@gmail.com	9999114166 8448750581	15.01.2024	Not ready	Completed on 04.02.2024 department is incorporating suggestions
			Dr. Bhuwan Jha	bhuwanjha@gmail.com	9810921958			

