



BUREAU OF INDIAN STANDARDS

AGENDA

Higher Education, Skill Development and Related Services Sectional Committee, SSD 04

Date	Day	Time	Number of meetings	Venue
02 May 2024	Tuesday	1100 h	Tenth	BIS, HQ

Chairman: Prof. (Dr) Mahesh Verma, VC, Guru Gobind Singh Indraprastha University, New Delhi

Member Secretary: Ms. Priyanka Singh, SC B/AD, BIS

Item 0 OPENING REMARKS

0.1 By Member Secretary

0.2 By Chairman

Item 1 CONFIRMATION OF THE MINUTES OF THE PREVIOUS MEETING

The Minutes of the ninth meeting of Higher Education, Skill Development and Related Services Sectional Committee, SSD 04 held online on 26 December 2023 were circulated vide BISDG letter No. SSD 04/A-2.9 dated 05 February 2024. No comments were received.

The Committee may ***formally confirm*** the minutes.

Item 2 SCOPE AND COMPOSITION

2.1 Scope

The present details of the Committee as confirmed by Service Sector Division Council SSDC is

Title: Higher Education, Skill Development and Related Services Sectional Committee, SSD 04.

Scope: Standardization in the field of services offered by Higher Educational Service providers and Skill Development Service providers including the integration of information, learning, vocational and professional education and training with a view to disseminating its knowledge and promoting its application.

Including:

- i. Formal and informal Training Centers.
- ii. Coaching and tuition services provided by individuals/organizations (Services provided for School educations are excluded)
- iii. Accommodation Services

- iv. Health, Safety and Hygiene in Educational Organization.
- v. Management Systems for Educational organizations, and
- vi. Related services

Liaison with: ISO/TC 232 on Education and Learning Services.
The Committee may **review**.

2.2 Composition of the Sectional Committee SSD 04

2.2.1 The present composition of the Sectional Committee is given in **Annex A**.

The Committee may **review and decide** the composition.

2.2.2 As decided in the last meeting, BIS has written offer of representation letters to the following members and received their confirmation:

SI NO.	Role	Name of Member
1	Principal member	Dr. Puneeta Duhan, Delhi Skill and Entrepreneurship University
2	Principal Member	Ashok K Gaba, School of Vocational Education and Training, IGNOU

The Committee may **review and decide**.

2.2.3 Shri Manish Jindal informed BIS that he is no longer associated with NABET, due to which his nomination in the committee is subjected to withdrawal.

The Committee may **review and decide**.

2.3 Composition of the Sub-committee for review of ISO documents (SSD 04:1)

The composition of the Sub-committee ISO/TC 232 – Technical Committee on Education and Learning Services of International Organization of Standardization SSD 04:1.

Sl. No.	Organization Represented	Name of Representative
1.	Centre of Assessment for Excellence, New Delhi	Smt. Arti Khosla (<i>Convener</i>)
2.	Indian Council of Medical Research (ICMR)	Dr. Sadhana Srivastava
3.	Quality Council of India (QCI)	Ms. Madhu Ahluwalia
4.	In Personal Capacity	Prof K V Bhanumurthy
5.	In Personal Capacity	Prof. Ved Parkash Kumar

The Committee may **note**.

2.4 Composition of the Subcommittee on Coaching Centre SSD 04:2

The composition of the subcommittee for drafting standard on Coaching Centre, SSD 04:2 is as follows.

Sl. No.	Organization Represented	Name of Representative
1.	In Personal Capacity	Prof Ved Parkash Kumar (Convener)
2.	FIITJEE Limited, Noida	Shri Ramesh Batlish
3.	Centre of Assessment for Excellence, New Delhi	Smt. Arti Khosla
4.	GD Goenka World School	Dr. Manisha Mehta
5.	In Personal Capacity	Shri Kamlakar Dwivedi

The Committee may **note**.

2.5 Composition of the Subcommittee on Campus Facilities and Accommodation Services SSD 04:3

The Composition of the Subcommittee on Campus Facilities and Accommodation Services SSD 04:3 is given as follows.

Sl. No.	Organization Represented	Name of Representative
1.	BITS Pilani	Prof. Sudhir kumar Barai (Convener)
2.	Birla Public School, Pilani	Capt. Alokesh Sen
3.	Malaviya National Institute of Technology, Jaipur	Dr. Tarush Chandra
4.	Manipal University, Jaipur	Dr. Bhavna Tripathi
5.	Centre of Assessment for Excellence, New Delhi	Smt. Arti Khosla

The Committee may **note**.

2.6 Composition of the Subcommittee on Skill Development Services SSD 04:4

The composition of the Subcommittee on Skill Development Services SSD 04:4 is given as follows.

Sl. No.	Organization Represented	Name of Representative
1.	Nomination Awaited	
2.	School of Vocational Education and Training, IGNOU	Shri A K Gaba
3.	Delhi Skill and Entrepreneurship University, Delhi	Smt Puneeta Duhan
4.	Centre of Assessment for Excellence, New Delhi	Smt. Arti Khosla
5.	VOICE, Delhi	Prof. K V Bhanumurthy

The Committee may **note**.

2.7 Composition of the Subcommittee on E-Learning Services SSD 04:5

The Composition of the Subcommittee on E-Learning Services (SSD 04:5) is given as follows.

Sl. No.	Organization Represented	Name of Representative
1.	Nomination Awaited	
2.	Centre of Assessments for Excellence, Noida	Smt. Arti Khosla
3.	Cogent Hub, Gurugram	Mr. Harbinder Singh Ubhi
4.	Consumer VOICE, New Delhi	Ms. Nilanjana Bose
5.	Indian Council of Medical Research (ICMR), New Delhi	Dr. Sadhana Srivastava
6.	National Accreditation Board for Education and Training, New Delhi	Mr. C.S Sharma
7.	In Personal Capacity	Shri Ved Parkash Kumar
8.	In Personal Capacity	Prof. Sanjeev Singh

The Committee may **note**.

Item 3 PUBLISHED STANDARD UNDER THE COMMITTEE

In the last meeting of the Sectional Committee, the committee finalized the draft Indian standard on '**Coaching Centre Services – Requirements**'. Subsequently, the member secretary undertook the editing of the document as per IS 12 and sent the document for its publication. The document is currently ready for gazette. The Soft copy of the Indian Standard is attached in **Annex B**.

The Committee may **note**.

Item 4 DRAFTS DOCUMENT UNDER WIDE CIRCULATION

In the last meeting of the Sectional Committee, the committee approved the P-draft document on '**Online Coaching Centre Services – Requirements**' for its wide circulation for 2 months. The document is currently under wide circulation for public comments.

The Committee may **note**.

Item 5 DRAFTS DOCUMENT UNDER CONSIDERATION

5.1 Campus Facilities and Accommodation Services – Guidelines

After the last meeting of the committee, the Member Secretary approached the members of the subcommittee on Campus Facilities and Accommodation Services SSD 04:3 for their input on the subject. A reply was received from Dr. Bhavna Tripathi based on which a working draft was prepared. A subcommittee meeting has been placed to discuss the working draft.

The Committee may **review**.

Item 6 INTERNATIONAL ACTIVITY

6.1 Ballots and Voting under ISO/TC 232

The following ISO ballots related to ISO/TC 232, were received after the Ninth meeting of SSD04:

S. No.	Doc Reference	Title	Ballot Received	Last date of ballot	Reply of SSD 04
1.	CIB	Ballot for the appointment of ISO/TC 232/AHG 6 Convenor	21-03-2024	11-04-2024	Completed
2.	CD	ISO/CD 21001 Educational organizations — Management systems for educational organizations — Requirements with guidance for use	18-12-2023	12-02-2024	Completed
3.	SR	ISO/SR 29992 Assessment of outcomes of learning services — Guidance	15-10-2023	03-03-2024	Completed
4.	CIB	Call for convenor of AG 1 Communication	23-02-2024	10-03-2024	Completed
5.	CIB	Call for convenor of TG 1 Terminology Coordination Group	26-01-2024	26-02-2024	Completed
6.	CD	ISO/CD 29997 Criteria for quality internships	15-04-2024	10-06-2024	Awaited

6.2 Report of 18th Plenary Meeting of ISO/TC 232

The 18th plenary meeting of ISO/TC 232 and its working groups meetings held from 11 – 15 March 2024 in Lisbon, Portugal was attended by the following members of the Sectional Committee, SSD 04:

Sl No.	Indian Delegate	Meeting attended
1.	Ms Priyanka Singh (Member Secretary), HoD	Plenary meeting (11, 12, and 15 March 2024), WG 06 (14/03/24)
2.	Ms. Arti Khosla, COAE	Plenary meeting (11, 12, and 15 March 2024), WG 06 (14/03/24), WG 07 (13/03/24), WG 08 (14/03/24)
3.	Prof K V Bhanumurthy (virtually)	Plenary meeting (11, 12, and 15 March 2024), WG 06 (14/03/24), WG 07 (13/03/24), WG 08 (14/03/24)
4.	Ms Anita Sharma (virtually)	WG 06 on 14 March 2024)

The Indian delegation actively participated during the meeting and provided their comments in important discussions held in the meeting like discussion on the strategic business plan of TC 232 and NWIP etc.

The Indian delegates may **share their experience**.

Item 7 DATE AND PLACE OF NEXT MEETING

Considering the issuance of new guidelines for standardization activities, the system of quarterly meetings must be followed. The Chairperson has approved the following meeting dates for the financial year 2023-2024:

1st Quarter	2nd Quarter	3rd Quarter	4th Quarter
02 May 2024	26 July 2024	24 Oct 2023	20 Jan 2025

The committee may ***discuss*** and ***decide on*** the next meeting dates.

Item 8 ANY OTHER BUSINESS

Annex A**COMPOSITION OF HIGHER EDUCATION AND SKILL DEVELOPMENT AND RELATED SERVICES SECTIONAL COMMITTEE, SSD 04**

SI. No.	Organization / In Personal Capacity)	Name (s) of Representative	Category	Attendance			
				7th	8th	9th	Total
1.	Guru Gobind Singh Indraprastha University, New Delhi	Prof. (Dr) Mahesh Verma,	Chairperson	New - Co-opti on	P	P	1/2
2.	All India Institute of Medical Sciences, New Delhi	Dr. Sanjeev Lalwani	Academic Institution	A	A	A	0/3
3.	Birla Institute of Technology and Science, Pilani	Shri. Sudhir Kumar Barai	Academic Institution	P	P	A	2/3
4.	Centre of Assessment for Excellence International Private Limited New Delhi	Ms. Arti Khosla	Expert	P	P	P	3/3
5.	Guru Gobind Singh Indraprastha University, New Delhi	Dr Anil kumar Saini	Academic Institution	A	A	P	1/3
6.	Indian Council of Medical Research, New Delhi	Dr. Sadhana Srivastava	Central Ministry/ Dept.	P	P	A	3/3
7.	Indian Institute of Management, Lucknow	Dr Ajay Kumar Garg	Academic Institution	P	P	P	3/3
		Prof Kshitij Awasthi					
	Indian Institute of	Dr Surabhi Pandey	Academic	P	P	P	3/3

8.	Public Administration, New Delhi	Dr Neetu jain	Institution				
9.	Indian Institute of Science, Bengaluru	Prof. T. A Abinandnanan	Academic Institution	A	A	A	0/3
10.	Indian Institute of Technology BHU, Varanasi	Dr. Rajendra Kumar Pandey	Academic Institution	A	A	A	0/3
11.	National Institute of Technical Teachers Training & Research, NITTTR	Prof Bholam Ram Gujar	Academic Institution	P	A	P	2/3
12.	Indraprastha Group of Schools, Noida	Dr. Rajesh Hassija	Academic Institution	New- Co-option		A	0/1
13.	Ministry of Skill Development and Entrepreneurship, New Delhi	Shri VS Arvind	Central Ministry/ Dept.	Change in nomination	P	1/3	
		Shri Sanjay Arora					
14.	NITI Aayog, New Delhi	Shri Harshit Mishra	Central Ministry/ Dept.	P	A	P	2/3
15.	National Accreditation Board for Education and Training, New Delhi	Mrs. Madhu Ahluwalia	Central Ministry/ Dept.	P	P	A	2/3
16.	National Assessment and Accreditation Council, Bangalore	Prof. Ganesan Kannabiran	Central Ministry/ Dept.	Change in nomination	P	1/3	
17.	National Institute of Educational Planning and Administration (NIEPA), New Delhi	Professor Pranati Panda	Academic Institution	New- Co-option		A	0/1

18.	National Association of Software and Service Companies, Noida	Ms. Divya Gupta	Industry Association	A	A	A	0/3
		Shri Ajit Padhi					
19.	Prin. L. N. Welingkar Institute of Management Development and Research, New Delhi	Prof. Uday Salunkhe	Academic Institution	P	P	P	3/3
		Shri Mohit Gandhi					
20.	Services Export Promotion Council, New Delhi	Dr. Saumya Gupta	Central Ministry/ Dept.		Change in nomination	P	2/3
21.	Symbiosis International University, Pune	Dr. Pravin Dange	Academic Institution	P	P	P	3/3
		Prof. Parag Rishipathak					
22.	University Grants Commission, New Delhi	Dr. Mriganka Sekhar Sarma	Regulatory Body	A	A	A	0/3
23.	Voluntary Organization in Interest of Consumer Education (VOICE), New Delhi	Shri Anand Pandya	Consumer Group	A	P	A	1/3
		Prof. Sri Ram Khanna					
24.	In Personal Capacity	Dr. Sanjeev Singh	Expert	A	A	A	0/3
		Ms. Renu Sharma	Expert	A	A	A	0/3
		Prof. Ved Prakash Kumar	Expert	P	P	P	3/3
		Dr. Sunil Aggarwal	Expert	P	P	P	3/3
		Prof. Sharda Kaushik	Expert	A	P	P	2/3
		Prof. PK Tulsi	Expert	P	A	A	1/3

		Shri Gurmeet	Expert	P	A	A	1/3
		Ms. Anita Sharma	Expert	A	P	P	2/3
		Prof. K V Bhanumurthy	Expert	New- Co- option		P	1/1
		Prof. J. Vaishampayan	Expert	New- Co- option		A	0/1
		Prof. Ashok Mittal	Expert	New- Co- option		A	0/1
		Prof. Amit Mukherji	Expert	New- Co- option		A	0/1