

PDPM

**INDIAN INSTITUTE OF INFORMATION TECHNOLOGY,
DESIGN AND MANUFACTURING JABALPUR**

SENATE/2013-14/2nd MEETING
To be held on January 18, 2014 at 11:00 am in Conference Hall of the Institute

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Senate/2013-14/2.01	Opening remarks by the Chairperson, Senate
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Opening remarks will be made by the Chairperson, Senate during the meeting.

Senate/2013-14/2.02	Confirmation of the minutes of SENATE/2013-14/1 st Meeting held on September 27, 2013
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Minutes of SENATE/2013-14/2nd Meeting held on September 27, 2013 were circulated to the members. No comments have been received on the minutes.

Senate/2013-14/2.03	Action taken report on the decision of the Senate vide SENATE/2013-14/1 st Meeting held on September 27, 2013
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A report on actions taken on the decision of the Senate vide SENATE/2013-14/1st Meeting held on September 27, 2013 is attached as Annexure I.

Senate/2013-14/2.04	Report by Conveners of UGCS, PGCS, SACS, SPACS, LCS and Head, Counseling Services
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Reports will be presented by the respective conveners /head during the meeting.

Senate/2013-14/2.05	APEC report for Semester I, 2013-14 and discussion on Academic Break/ Drop
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APEC report for the Semester I, 2013-14 is attached as Annexure II. It is proposed to discuss the performances of students on Academic Break/Drop for a decision on students on academic drop and to suggest the ways and means for academic improvement of students on academic break.

Senate/2013-14/2.06	Recommendation for name(s) of persons as Chief Guest for the Sixth Convocation, 2014
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The Senate members are requested to suggest names of persons to recommend to the Board of Governors for Chief Guest on the occasion of the Sixth Convocation 2014.

Senate/2013-14/2.07	Conferment of Honorary Degree (<i>honoris causa</i>) of Doctor of Letters/ Science to persons in recognition of their outstanding contribution
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The Senate members are requested to suggest names of persons to be recommended to the Board of Governors for honorary degree of Doctor of Letters /Science to persons in recognition of their outstanding contribution at the Sixth Convocation 2014.

Senate/2013-14/2.08	Presentation by PBI students
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Three selected PBI groups will be presenting their PBI work during the meeting.

Senate/2013-14/2.09	New conveners for UGCS, PGCS, SACS, SPACS, LCS
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Names of conveners of five standing committees of the Senate namely, UGCS, PGCS, SACS, SPACS, LCS will be proposed at the meeting for the consideration and approval of the Senate.

Senate/2013-14/2.10	Inclusion of SACS Clause 1.1 in UG/PG Rules
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It is proposed to include the rules related to academic dishonesty in the UG/PG manual. At present it is a part of Student Advisory Committee for Senate (SACS) (Clause 1.1).

Senate is requested to deliberate on the proposal and approve the same.

Senate/2013-14/2.11	Moderation of grades
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It has been observed in a few cases that the grading given by an instructor-in-charge does not follow a normally distributed pattern which is a usual practice followed universally in relative grading systems. In order to minimize the effect of abnormal grading pattern on the performance of students, following is proposed for moderation of grades in accordance with the clause 6(c)(7) of the MOA of the Institute:

In cases where grades are having large deviation from the normal curve, Convener UGCS/PGCS is authorized to propose moderation of the grades submitted by an instructor to Dean Academic who may constitute a committee of three faculty members (including the Head of the concerned Discipline). The committee will be empowered to review the grades

and propose modified grades (if any). The committee's recommendation will be based on scrutinizing the standard /level of various quizzes, examination, projects, etc. and grading scheme adopted by the Instructor in-charge.

Senate is requested to consider the proposal for approval.

Senate/2013-14/2.12	Time limit for Maintaining Academic Records by the instructor-in-charge for courses
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At present there is no time limit for keeping the academic record (examination copies, quiz papers, assignments and other details) for a course. It is proposed that academic records for a course be maintained by an Instructor-in-charge for one year and may be destroyed thereafter.

Senate is requested to consider the proposal for approval.

Senate/2013-14/2.13	Modification in rules related to Warning and Termination for PG students
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Existing rules related to Warning and Termination for PG students in the PG manual are as follows.

4.12.2 The minimum CPI requirements for continuing in the programme are

- (a) 6.5 for Master's programme and
- (b) 7.0 for Doctoral programme

However, on the recommendation from the PGCS, a deficient student may be allowed to continue in the programme, by issuing a warning, if his/her SPI in the first semester he/she registers for ≥ 6.0 but < 6.5 (for Master programme) and ≥ 6.5 but < 7.0 (for Doctoral programme).

4.12.3 The programme of a Master student is likely to be terminated if

- (a) His/her SPI is below 6.0 OR
- (b) His/her CPI is below 6.5 in two consecutive semester OR
- (c) He/she obtains two Fs OR one F and one D in the same or different courses OR
- (d) He/she accumulates 3 or more Xs towards thesis credits.

4.12.4 The programme of a Doctoral student is likely to be terminated if

- (a) His/her SPI is below 6.5 OR
- (b) His/her CPI is below 7.0 in two consecutive semester OR
- (c) He/she obtains two Fs OR one F and one D in the same or different courses OR
- (d) He/she accumulates 5 or more Xs towards thesis credits.

- 4.12.5 A student whose programme has been terminated on academic grounds may appeal to the Chairman Senate requesting the continuation of his/her programme. In exceptional cases, the Senate may allow continuation of such a student provided that (i) the reasons for adverse performance are genuine and are well supported by the documentary evidence AND (ii) he/she has a fair chance to successfully meet the minimum graduation requirements of the Institute.

It is proposed to use the term 'academic drop' in place of 'termination' as used in the undergraduate programme. Following modifications are proposed for the rules related to Warning and Academic Drop (Termination) for PG students:

- 4.12.2 The minimum CPI requirements for continuing in the programme are
- (a) 6.5 for Master's programme and
 - (b) 7.0 for Doctoral programme
- 4.12.3 A deficient student may be allowed to continue in the programme, by issuing a warning to him, if
- (a) his/her SPI at the end of the first semester ≥ 6.0 but < 6.5 for Master programme OR
 - (b) his/her SPI at the end of the first semester ≥ 6.5 but < 7.0 for Doctoral programme, OR
 - (c) His/her SPI is below 6.5 and CPI ≥ 6.5 at the end of second semester onwards of his/her master programme OR
 - (d) His/her SPI is below 7.0 and CPI ≥ 7.0 at the end of second semester onwards of his/her doctoral programme
 - (e) He accumulates an 'X' grade against the thesis credits.
- 4.12.4 The programme of a Master student is likely to be academically dropped if
- (a) His/her SPI is below 6.0 in first semester OR
 - (b) His/her SPI is below 6.0 and CPI is below 6.5 in subsequent semesters (second semester onwards), OR
 - (c) His/her CPI is below 6.5 in two consecutive semester OR
 - (d) He/she accumulates two 'F's OR one 'F' and one 'D' in the same or different courses OR
 - (e) He/she accumulates 3 or more 'X's towards thesis credits.
- 4.12.5 The programme of a Doctoral student is likely to be academically dropped if
- (a) His/her SPI is below 6.5 in first semester OR
 - (b) His/her SPI is below 6.5 and CPI is below 7.0 in subsequent semesters (second semester onwards), OR
 - (c) His/her CPI is below 7.0 in two consecutive semesters OR
 - (d) He/she accumulates two 'F's OR one 'F' and one 'D' in the same or different courses OR
 - (e) He/she accumulates 5 or more 'X's towards thesis credits.

4.12.6 A student whose programme has been terminated on academic grounds may appeal to the Chairman Senate requesting the continuation of his/her programme. In exceptional cases, the Senate may allow continuation of such a student provided that (i) the reasons for adverse performance are genuine and are well supported by the documentary evidence AND (ii) he/she has a fair chance to successfully meet the minimum graduation requirements of the Institute.

Senate/2013-14/2.14	Ratification of the approvals accorded by the Chairperson, Senate
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From time to time approvals are accorded by the Chairperson, Senate and being circulated to the members. The Senate is requested to ratify the same.

Senate/2013-14/2.15	Any other item with the permission of the Chair
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