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

SENATE/2013-14 /1st MEETING

Minutes of SENATE/2013-14/1st Meeting of the Senate held on September 27, 2013 at 11.00 Hrs in the Conference Hall of the Institute.

Following members were present:

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| 1. | Prof. Aparajita Ojha | (Chairperson) |
| 2. | Prof. Vijay Kumar Gupta | (Member) |
| 3. | Prof. Tanuja Sheorey | (Member) |
| 4. | Dr. Parag Vyas | (Member) |
| 5. | Dr. Sunil Agrawal* | (Member) |
| 6. | Dr. Atul Gupta (Joined at 1200 hrs) | (Member) |
| 7. | Dr. Pritee Khanna | (Member) |
| 8. | Dr. Prabir Mukhopadhyay | (Member) |
| 9. | Dr. Prabin Kumar Padhy | (Member) |
| 10. | Dr. Asutosh Srivastava (Joined at 1245 hrs) | (Member) |
| 11. | Dr. Dinesh Kumar V | (Member) |
| 12. | Dr. Pavan Kumar Kankar | (Member) |
| 13. | Dr. Lokendra Kumar Balyan** | (Member) |
| 14. | Dr. Asish Kumar Kundu | (Member) |
| 15. | Dr. Sraban Kumar Mohanty (Joined at 1200 hrs) | (Member) |
| 16. | Shri Santosh Mahobia | (Actg. Secretary, Senate) |

Following members did not attend the meeting due to their other prior commitments:

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| 1. | Mr. S. Amane | (Member) |
| 2. | Prof. V.M. Gadre | (Member) |
| 3. | Prof. V. K. Jain | (Member) |
| 4. | Prof. Uday Khedkar | (Member) |
| 5. | Prof. P.N. Kondekar | (Member) |
| 6. | Prof. Puneet Tandon | (Member) |
| 7. | Dr. Prashant Kumar Jain | (Member) |
| 8. | Dr. M. Amarnath | (Member) |

*Dr. Sunil Agrawal left the meeting with the permission of Chair at 1600Hrs.

**Dr. Lokendra Kumar left the meeting with the permission of Chair at 1400Hrs.

Senate/2013-14/1.01	Overview report of the Chairperson, Senate
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Chairperson, Senate welcomed all the members of the Senate and briefed them about the progress of the Institute and events that took place after the Senate meeting held on July 1, 2013.

Convocation:

5th Convocation of the Institute was held on July 30, 2013 with the presence of Shri T.V. Mohandas Pai, Chairman, Manipal Global Education as the Chief Guest and Shri Ashok Thakur, Secretary, Higher Education, Ministry of Human Resource Development, Government of India. Total 149 degrees (117 UG, 31 PG and 1 Ph.D.) were awarded to the students.

Workshops / Training Programmes /Other Events organized:

- CNC- Programming, Simulation and Operations - July 01- 12, 2013 (Coordinators Dr. P K Jain and Dr. P K Kankar, ME faculty).
- 2nd Workshop on Applications of MATLAB in Engineering Computation - August 30 – September 01, 2013 (Coordinators Dr. P K Jain and Dr. P K Kankar, ME faculty).
- National Workshop on Emerging Trends in Information Technology in University Management (jointly by Association of Indian Universities and IIITDMJ) during September 9-13, 2013 (Coordinators – Dr. Pritee Khanna, IIITDMJ, CSE Faculty and Dr. Usha Rai Negi, AIU).
- हिंदी पखवाड़ा : १४ -२८ सितम्बर २०१३

Joining of new faculty:

Manish K. Bajpai - CSE - Ph.D. from IIT Kanpur (Parallel Algorithms)
 Vinod Kumar Jain - CSE - Ph.D. from IIITM Gwalior (Wireless Networks)
 Matadeen Bansal - ECE - Ph.D. From IIITM Gwalior (Wireless Communication)
 Sachin Kumar Jain – ECE - Ph.D. from IIT Kanpur (Power Electronics)
 Manoj K. Panda – Mathematics - Ph.D. from IIT Kanpur (Bio-fluid dynamics, Numerical Analysis)
 Nihar K. Mahto- Mathematics - Ph.D. from IIT Kharagpur (Applied Functional Analysis)
 Jayesh S. Pillai – Design - Ph.D. from Ecole Nationale Superieure D’arts et Metiers, France (Visual Design)
 Mohd. Zahid Ansari – ME - Ph.D. from Inha University, Korea (Design) - To join in December 2013

Temporary faculty appointments:

Anurag Singh – CSE - Ph.D. submitted – IIT Kanpur (Complex Networks)
 Varun Bajaj – ECE - Ph.D. submitted – IIT Indore (Signal Processing)

Faculty and students achievements-

Dr. Rajesh Kumar Pandey – Best Paper Award by Mechatronic and Embedded Systems and Applications (MESA) committee of the ASME at the International Design Engineering Technical Conferences held on August 4-7, 2013, in Portland, Oregon for his research paper entitled "Numerical Scheme for Generalized Isoparametric Constraint Variational Problems with A-operator" jointly written with O.P. Agrawal, Professor at Southern Illinois University, Carbondale, USA.

Dr. Pritee Khanna – Certificate of Merit awarded on her paper with Rohit Sharma, Yash Nemani, Sumit Kumar, Lalit Kane (students) at 2013 International Conference on Computational Intelligence and Intelligent Systems at World Congress of Engineering July 2013. Title of the paper was "Recognition of Single Handed Sign Language Gestures using Contour Tracing Descriptor".

Prof. Puneet Tandon and Dr. Prashant Kumar Jain- Certificate of Merit awarded on their paper with Varun Tiwari (student) at 2013 International Conference of Computational Intelligence and Intelligent Systems at World Congress of Engineering July 2013. Title of the paper was "Design Process Automation Support through Knowledge Base Engineering".

Important Institute Projects –

For Police Department of Jabalpur – Automation of City Entry System for Heavy vehicles. Prototype developed. Lab-Testing successfully completed. Detailed project proposal submitted to the Police Department of Jabalpur.

Six other research projects are in progress. A few submitted proposals are under review.

Infrastructure Development –

Basketball Court Complex is nearing completion. However, additional work of flooring and other support system needs to be done which may be completed by the month of April, 2013. In the next academic session following buildings/ facilities are likely to be completed – Lecture Hall and Tutorial Complex, Narmada Residency II and III, Visitors Hostel, Basket Ball Court Complex, Road network Phase I and partial Phase II.

Senate/2013-14/1.02	Confirmation of the minutes of SENATE/2012-13/4th Meeting of the SENATE held on July 01, 2013
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Minutes of the SENATE/2012-13/4th Meeting held on July 01, 2013 were confirmed.

Senate/2013-14/1.03	Modification in Academic Break and Academic Drop Rules
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After reviewing the performance of students during the last academic session and based on the feedback received from students and faculty, the Dean Academic presented the following for consideration of the Senate as modifications in the rules related to academic break and academic drop for UG students:

Existing Rule	Modified Rule
<p>5.4 Academic Break and Academic Drop</p> <p>5.4.1 If the academic performance of a student under “Academic Improvement” in a semester does not improve (either has not passed at least three courses or has not secured a minimum SPI of 4.5) at the end of the semester, the student will have the following two options and will be allowed to choose only one in consultation with his parents / guardian:</p> <p>a. Academic Drop:</p> <p>The student drops her/his programme and leaves the Institute with immediate effect without getting any degree.</p>	<p>No Change proposed</p>

<p>b. Academic Break:</p> <p>The student will be put on academic break for one year and will be allowed to improve his performance in courses in which he scored a grade less than C (i.e. D+ or D or F). The student will also be allowed to complete the courses dropped due to his/ her poor academic performance. A student can opt for courses up to the maximum credits of 18 (4 to 5 credits less than normal semester load). It is expected that student will improve his academic performance to get a CPI of 5.0 at the end of academic break.</p>	<p>b. Academic Break:</p> <p>The student will be put on academic break for one year (including one summer term*) and will be allowed to improve his performance in courses in which he scored a grade less than C (i.e. D+ or D or F). The student will also be allowed to complete the courses dropped due to his/her poor academic performance. A student can opt for courses up to the maximum credits of 18 (4 to 5 credits less than normal semester load). It is expected that student will improve his academic performance to get a CPI of 5.0 at the end of academic break.</p>
<p>Present clause 5.4.2 to be relabeled as 5.4.3 mentioned below.</p>	<p>5.4.2 Performance of a student will be accessed at the end of every semester and summer term*.</p>
<p>5.4.2 At the end of the academic break, if a student is able to score CPI of 5.0 or more, he will be allowed to continue his programme with the junior batch as a regular student.</p>	<p>5.4.3. A student will be out of academic break:</p> <p>a. if she/he is able to score “CPI of 5.0 or more” at any assessment during the academic break or at the end of a year. In such case, she/he will be allowed to continue her/his programme as a regular student. However she/he has to first clear all backlogs. The student will not be allowed to register for a course unless she/he clears its prerequisite course(s).</p> <p style="text-align: center;">OR</p> <p>b. if she/he is able to show significant improvement in academic performance. That is “SPI of 6.0 or above” and “not having more than 2 backlogs”, at the end of each assessment. Such students will be placed on Academic Improvement. However she/he has to first clear all backlogs. The student will not be allowed to register for a course unless she/he clears its prerequisite course(s).</p>

<p>5.4.3 (to relabeled as 5.4.4) In case a student is not able to score CPI of 5.0 at the end of the academic break, his programme will be dropped with immediate effect. This will be termed as "Academic Drop". The student leaves the Institute with immediate effect without getting any degree.</p>	<p>5.4.4 Academic programme of a student will be dropped at the end of academic break with immediate effect, in case she/he does not satisfy requirements as mentioned in 5.4.3. This will be termed as "Academic Drop". The student leaves the Institute with immediate effect without getting any degree.</p>
<p>5.4.4 (to be relabeled as 5.4.5) Maximum duration for programme will be 6 years including academic break.</p>	<p>5.4.5 Maximum duration for programme will be 6 years including academic break.</p>

*Only in the case if a course is offered during the Summer Term.

Some members raised the issue of appeals of students after their programme is dropped. Their observation was that in spite of the clear indication that the programme of the student would be dropped if they do not perform well during the academic break period, the students continue to make appeals for further continuation of their degree programme. Some members observed that in such cases their appeals should not be entertained in general. However, some members were of the view that the root cause of deficient performance of students which pushes them to underperform even during their academic break period should be properly analysed. For each individual case, circumstances, student's efforts and his/her sincerity etc. should also be considered before taking a final decision on the appeal of the student for continuation of his/her degree programme. The same policy may also be adopted for postgraduate students. Senate members emphasized that the role of counselling service is important and its report of each individual case should be presented before the Senate in order to take a decision on a particular appeal by a student.

After deliberation, the Senate approved the proposed modifications.

<p>Senate/2013-14/1.04</p>	<p>Specialization in M.Tech. programme</p>
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Following M. Tech. specializations were approved by the Senate with minor modifications in the curriculum, course credits and electives etc.

- M.Tech. in ECE (Radio and Communication Engineering)
- M.Tech. in ECE (Power and Control)
- M.Tech. in ME (CAD/CAM)
- M.Tech. in ME (Design)
- M.Tech. in ME (Manufacturing)

The Senate authorized PGCS to approve the modified proposal as per the suggestions approved by the Senate. The same was also suggested to be circulated to the members after modifications are incorporated.

Following proposals were deferred due to absence of the detailed contents of the proposals.

- (i) M.Tech. in ECE (Nanoelectronics and VLSI)
- (ii) M.Tech. in ME (Thermal)

Member also suggested introducing specialization in Computer Science and Engineering. Head, CSE mentioned that some proposal may be brought before the Senate in a subsequent meeting. Members were of the view that interdisciplinary programmes and activities should be encouraged at the post graduate level.

The following Seat matrix was also approved for recommendation to the Board.

		OP	OB	SC	ST	Total
M.Tech.	Computer Science and Engineering	10	5	3	2	20
M.Tech.	ECE (Radio and Communication Engineering)	5	2	2	1	10
M.Tech.	ECE (Power and Control)	5	3	2	0	10
M.Tech.	ME (CAD/CAM)	5	3	1	1	10
M.Tech.	ME (Design)	5	2	2	1	10
M.Tech.	ME (Manufacturing)	5	3	2	0	10
M.Des.		10	6	3	1	20
M.Tech.	Mechatronics	8	4	2	1	15
	Grand Total	63	34	19	9	125

*Horizontal reservation under PWD category will be on rotation matrix. Reserved category Seats will be rotated within the disciplines in later years. For interdisciplinary programmes, the reservation will remain the same.

Senate/2013-14/1.05	Introducing Research Seminar requirement for Ph.D. students
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The proposal of the Institute to have a continuous assessment of Ph.D. scholars registered with thesis credits in a semester was discussed at length. Members appreciated the proposal. After discussion, the Senate accepted the following –

“If a scholar registers for more than 8 thesis credits in a semester prior to Comprehensive examination, she/he has to register for research seminar in that semester. Research seminar of

1 credit will be evaluated by the DRPC (Doctoral Research Progress Committee) of the scholar and the scholar will be awarded 'S' or 'X' grade based on his/her satisfactory or unsatisfactory performance respectively. Academic programme of a research scholar will be dropped in case she/he accumulates three or more X's towards research seminars. After the comprehensive examination research scholar needs to register for progress seminar in every semester".

Earlier condition for three progress seminars was replaced by the condition of having progress seminar in every semester. Senate authorized the PGCS to incorporate modified requirements related to this clause in the PG manual and authorized the Chairperson Senate to approve the same. This will be applicable to all the scholars who register for thesis credits from the second semester of academic session 2013-14.

Senate/2013-14/1.06	Definition of Backlog
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The Senate approved the following definition for the word "backlog" used in the UG manual:

"Backlog means a course of a previous semester which has not been cleared by a student. This means all courses which were dropped in previous semesters and were required for fulfillment of the degree programme of a student and courses in which a student has been awarded 'F' grade".

The above definition was decided for inclusion in the UG manual of the Senate.

Senate/2013-14/1.07	Modifications in SPACS manual
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A revision in the SPACS manual was presented by the Convener, SPACS for consideration of the Senate. Senate deliberated on the proposal and suggested the Convener SPACS to submit the revised SPACS manual as per the discussion. The Senate authorized the Chairperson, Senate to approve the revised SPACS manual.

Senate/2013-14/1.08	SACS manual modification: Academic Dishonesty
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A proposal for the policy of academic dishonesty was presented by the Convener, SACS. Convener SACS briefed the Senate that some students get involved in the use of unfair means such as plagiarism, collusions and fabricated answers. Members suggested taking strict measures to discourage such acts, which is harmful for the reputation of the Institute.

Dr. Parag Vyas emphasized that the definition of plagiarism needs to be crafted very carefully in order to avoid cases of false detection of plagiarism. His view point was appreciated and it was

decided to follow international norms (if available) for defining the extent of similarity between two items that may be categorized as plagiarism.

Senate approved the proposed revision in the SACS manual. Further, the Senate authorized the Chairperson, Senate to approve the elaborated definition of plagiarism with a view to separate out clear cases of plagiarism. It was decided to circulate the revised SACS manual among the members.

Senate/2013-14/1.09	Notional Prize and Certificate of Merit for PG Students.
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The matter was deferred as it needed further inputs for discussion.

Senate/2013-14/1.10	Appeal of UG and PG students on Academic Drop
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Dean, Academic informed the Senate that following candidates had submitted their appeals for consideration of the Senate against Academic Drop/Termination of their academic programmes and requested to restore their degree programmes –

1. Mr. Sunil Kumar Meena (2011262)
2. Mr. Sushant Patidar (2010199)
3. Mr. Kuldeep Singh (2011067)
4. Mr. Asish Kumar Shukla (1220304)

Senate deliberated on each case and carefully examined their applications. After detailed discussion, the Senate approved restoring the degree programme of Sunil Kumar Meena and Sushant Patidar. Appeal of Mr. Kuldeep Singh was not accepted by the Senate.

Senate also deliberated on the appeal of Mr. Asish Kumar Shukla and suggested to get the recommendations of PGCS. Members again emphasized that the input of counseling services unit of the Institute is an important component to judge the genuineness of cases.

Senate/2013-14/1.11	Ratification on the Approvals Accorded by Chairperson Senate
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Approvals accorded by Chairperson Senate were discussed and ratified. At this moment the Dean Academic mentioned a mail received from Prof. V.K. Jain regarding one of the approvals on quitting the Ph.D. programme by a student. It was informed to all the members that the student had not left the programme because he was not permitted to work on a topic of his choice. Rather he was already working on an area of his interest under the guidance of Dr. Atul Gupta who had evaluated the student on his thesis credits in the previous semester. However,

Dr. Atul Gupta had written a comment on application of the candidate which led to the confusion that the student was not permitted to work in his own area of interest. The same was also clarified by Dr. Atul Gupta during the meeting. Senate noted the same with satisfaction.

Senate/2013-14/1.12	Any other item with the permission of Chair
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Senate/2013-14/1.12.1

Admissions in Academic Session 2013-14:

Dean Academic apprised the members of the Senate about admissions in the academic year 2013-14. He informed the members that this year M.Tech. Admissions were taken through CCMT and Institute could get good students admitted. He also presented the following data of number of students admitted in this session:

Programme	Discipline	Admissions
B.Tech	CSE	85
	ECE	85
	ME	86
	Total	256
M.Tech	CSE	9
	ECE	15
	ME	11
	MT	9
	Total	44
M.Des	Design	15
Ph.D	CSE	0
	ECE	4
	ME	2
	Design	0
	Physics	0
	Mathematics	0
	Total	6

Senate/2013-14/1.12.2

Mail received from a student regarding Director's Gold Medal:

Chairperson Senate informed the members that a mail has been received from one of the passed out students with an appeal that the recommendation for the award of Director Gold

Medal for the year 2013 be reviewed. All the members who were present told that they too had received mail from her on this issue.

Chairperson at this moment sought the opinion of members if the matter needed to be reviewed. Members opined that the matter was discussed in the last Senate meeting and the decision of not recommending any of the students for the said award was taken only after detailed discussion. It was therefore decided not to review the case. Members were of the view that such direct mails from passed out students / students on roll be highly discouraged. The Senate also decided to advise the ex-student to refrain from such activities.

Senate/2013-14/1.12.3

Course drop after mid semester:

Dean, Academic briefed the members that normally the overall performance of an undergraduate student is greatly affected by his performance in the first of the degree programme. In case, he/she is not able to achieve satisfactory performance in the early semesters of his degree programme, his/her programme goes under academic improvement / break. This mounts tremendous amount of pressure and mental stress on the student and as a result his/her performance goes further down leading to academic drop. He further stated that many parameters affect the overall performance of the student including home sickness, change from the school education system to institutional educational system, language problem etc. In such a circumstance, if the student is given an option to drop a course after the mid semester examination where he/she feels he has not been able to perform satisfactorily, so that he can concentrate for better performance in lesser number of courses, in general the performance of the entire batch will be improved. Such students may register in the dropped course in later semesters. The Senate appreciated the idea. However members opined that there may be some implementation issues. After discussion, the Senate authorized Chairperson Senate to take a decision based on the recommendation of Dean Academic /UGCS.

Meeting ended with a vote of thanks to the Chair.

S/d-
Santosh Mahobia
(Actg. Secretary, Senate)

S/d-
Aparajita Ojha
Chairperson, Senate
Date: October 22, 2013