

**Pandit Dwarka Prasad Mishra**  
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Minutes of 44<sup>th</sup> Meeting of the Senate held on May 23, 2020 from 11.00 am onwards

The 44<sup>th</sup> meeting of the Senate was held using online platform (on Zoom). Minutes are presented here.

The following members were present:

<b>Prof. Sanjeev Jain</b> , Director	Chairman
<b>Prof. Aparajita Ojha</b> , Professor	Member
<b>Prof. Vijay Kumar Gupta</b> , PIC, Academic	Member
<b>Prof. P. N. Kondekar</b> , PIC, P&D	Member
<b>Dr. Prashant Kumar Jain</b> , PIC, Students	Member
<b>Dr. Dinesh K. Vishwakarma</b> , PIC, R&D	Member
<b>Prof. Puneet Tandon</b> , Professor & Head, Mechanical Discipline	Member
<b>Prof. Tanuja Sheorey</b> , Professor	Member
<b>Dr. Subir Singh Lamba</b> , Head Natural Science	Member
<b>Dr. Prabir Mukhopadhyay</b> , Head, Design Discipline	Member
<b>Dr. Prabin Kumar Padhy</b> , Head, Electronics and Communication	Member
<b>Dr. Atul Gupta</b> , Head Computer Science & Engineering	Member
<b>Prof. B. K. Chakravarthy</b> , Professor, IIT Bombay	Member
<b>Prof. Sushil Kumar</b> , Professor, IIM Lucknow	Member
<b>Shri C. M. Venugopalan</b> , Vice President, BOSCH Ltd.	Member
<b>Smt. Swapnali D. Gadekar</b> , Acting Registrar	Member Secretary

The leave of absence was granted to the following members as they expressed their inability to attend the meeting due to their prior commitments:

Prof. K. K. Biswas

Shri Jitendra Chaddha

**Senate/44/01**

**Overview Report of the Chairperson**

Chairperson, Senate welcomed all the members of the Senate and thanked all the members including external members for attending the meeting in online mode. He briefed the members about the progress of the Institute. He informed the members:

- Despite the difficult situation, faculty members are taking the online classes
- The Institute has conducted two rounds of admission for PhD programme through the rolling advertisement and another round of admission is in progress and will be conducted in online mode in next two weeks

- 4 out of 7 institute teams have qualified for the final round of the Smart India Hackathon (SIH) 2020 software round.
- To fight with COVID, faculty members have submitted the proposal to different agencies.

<b>Senate/44/02</b>	<b>Confirmation of Minutes of the 43rd meeting of the Senate held on January 08, 2020</b>
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The Senate confirmed the minutes with following modifications:

Senate/43/14 Proposal to map the Swayam result with the Institute Grade:

Last line to be read as "Less than 40" in place of "Greater less than 40"

Senate/43/21.2 Part Time M.Tech. Program for persons employed in defense establishments:

Last line to be modified as .

"The Senate recommended the same to the Board of Governors with change in the name of the program as Part Time M.Tech. (or Ph.D.) program for working professionals in place of "Part Time M.Tech. (or Ph.D.) program for defense establishments".

<b>Senate/44/03</b>	<b>Action taken report on the decision of the Senate vide 43rd meeting of the Senate held on January 08, 2020</b>
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The Professor Incharge Academics apprised the Senate about the action taken report on the resolutions of the last senate.

<b>Senate/44/04</b>	<b>Policy for the classes and evaluation of current and next semester in view of COVID-19.</b>
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The senate discussed the agenda in depth and considered the difficulties faced by the students in the current scenario. In order to safeguard the interest of the students in this tough and stressing condition, without compromising the academic standard of the Institute, the Senate decided the following:

1. Completion of the Current Semester:

- A. Current even semester will run in online mode without return of the students to the campus.
- B. Theory Subjects  
For the current semester classes for all the theory subjects to be completed by June 07, 2020.
- C. Labs and Projects
  - a. Wherever possible the labs to be conducted using existing Vlabs (vlabs.co.in),

or

convert the labs to simulation based labs

or

convert them to design (or similar type) projects

- b. For the labs involving hardware, labs will be limited to design-aspects and project based only. Design part to be completed and evaluated.

D. Examination

- a. End Semester examination will start from June 15, 2020 and to be completed in 12 days in online mode. Online mode here includes the proctored, unproctored and takes home examinations to be submitted in online mode.
- b. The end semester will contain only the portion after the mid semester taught online.

E. Evaluation of the courses

- a. Will be done based on 70% weightage to the evaluation made till mid semester and remaining 30% using a suitable on-line mode. The course for this evaluation will be course coverage after Lockdown declared by the institute.
- b. For those students who have missed any evaluation before mid semester due to some genuine reason online evaluation will be conducted by the instructor.
- c. It is expected that the instructor will generally be lenient, however, the final decision will remain with the instructor only.
- d. Courses for all semester where the in-semester evaluation is inadequate or not conducted, the course will be dropped and removed from the credit requirement for the pre-final and final year. This means that suppose in a course having 2 credits, the evaluations are inadequate, the course will be dropped and overall credit requirement for completion of degree will be 158 in place of 160 credits.
- e. For first and second year students a committee will review all aspects about reducing the overall credit requirement or completing the course in coming semesters. The Senate authorized the Chairperson Senate to form the committee and take final decision on behalf of the Senate.
- f. In case inadequate portion is a lab as part of a course and a proportion of the credit may be reduced based on pro-rata basis.
- g. For such courses as mentioned in point (d) to (f) above, the instructor will submit a request to the Dean Academic through DUGC/DPGC and Head of the respective discipline by May 31, 2020.
- h. However, due efforts will be placed to consider all aspects towards grading each course.

F. Special Provisions for the benefit of the students due to COVID:

- a. The students will be given one time waiver in requirement of 75% attendance.
- b. An option will be given to the students to drop a course by May 31, 2020 in case they feel that they are unable to cope with the studies due to difficult circumstances (poor network, electricity and other similar problems). However, the credit requirement for the award of degree will not be relaxed

in this case, the student need to complete the course in the remaining period of his/her programme.

- c. Introduction of Special Satisfactory (SS) Grade:
- i. If a student finds that his performance is not truly reflected due to network and other reasons, he can opt for conversion of his awarded grade to "SS" (Special satisfactory grade) within three days of display of grades by the faculty members by Email with a copy to Dean Academic office.
  - ii. Those students who could not appear in online end sem exam due to network problem can also opt "SS" grade. This will only be considered if the student reports to the instructor immediately but not later than one hour of completion of that exam with a copy to Dean Academic office.
  - iii. This "SS" grade will be considered as notionally pass. This will contribute in total credits but will not be used for calculation of SPI and CPI.
  - iv. The student(s) opted for the "SS" grade will be given ONE CHANCE later to convert the "SS" grade to letter grade.
  - v. For conversion of the "SS" grade to the letter grade, the student has to appear in an exam of 100 marks in offline mode (i.e. once he returns to the campus).
  - vi. The ONE CHANCE will be course specific not student specific i.e. the instructor will be announcing the date for the exam with intimation to Dean Academic office and student need to appear for the exam on the date specified by the instructor. Efforts must be made to conduct the exam as early as possible but not later than
    - One month from the instruction received to open the institute for the students for the present final year students and
    - One semester for all other students.
  - vii. Intimation of such exam as in (vi) will be sent to academic office through head of the discipline. The exam will be scheduled on Saturday and Sunday so that regular semester classes are not disturbed.
  - viii. In such case, Grading will be done solely based on the 100 marks exam and the student need to accept the same. The letter grade awarded will be counted in calculation of SPI and CPI.
  - ix. If a student does not appear for this ONE CHANCE, the grade "SS" will remain the same.
  - x. A student may choose to either accept the letter grade awarded based on ONE CHANCE exam or "SS" grade.
  - xi. The sole purpose of "SS" grade is to provide an opportunity to the student due to emergent situation of COVID-19. This is a one-time measure and cannot be quoted as precedence.

- d. An instructor can conduct makeup exam for the course in case of emergent situation due to network, electricity or other condition with intimation to the Dean Academic through the Head of the concerned discipline.
- e. Wherever possible, the students may be given a mock exam.

G. Results for the B. Tech Final year to be declared by June 30, 2020.

H. All other results will declared by July 15, 2020

2. Conduction of the next semester i.e. Semester I, 2020-21.

The Senate discussed the agenda for running of classes in the next semester. The Senate discussed the three probable plans A, B and C.

- **Plan A: Everything becomes normal and Government allows opening of institute without restriction:**
  - The semester to be run as per the academic calendar
- **Plan B: In case Government allows with restriction, following preference will be given:**
  - 2017 batch (final year) may join in August
  - 2018 batch may join in September or later
  - 2019 batch may join in October or later
  - 2020 batch may join as and when the admission process is complete by the admission agency and accordingly semester will be extended for the batch only.
  - Even for the students allowed to join the Institute, classes may run in the classroom and as well be broadcasted to other classroom or hostel room in order to maintain the social distancing as per the guidelines of the Government.
  - Online classes and evaluation may run in order to complete the semester.
- **Plan C: In case Government's restrictions are stricter:**
  - In such case, only a set of students will be allowed in the campus.
  - For the purpose, all students will be divided in batches. Students of a batch may be allowed to come to campus to complete the lab work and projects.
  - The Same will be repeated for all batches.
  - Online classes and evaluation may run in order to complete the semester.
  - Labs may run with the help of Vlabs or may be converted to online labs and completed.

The Senate empowered Chairperson Senate to take final decision of choosing the plan or any other decision, keeping in view the emerging situation in future.

Senate/44/05	Online conduction of Seminars for masters' and Ph.D. students
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The Senate approved the proposal of online conduction of Masters' and Ph.D. seminars due to COVID 19.

Following decisions are taken:



- Various seminars for the Master's students (graduate seminar) and Ph.D. students (comprehensive exam, research seminar, progress seminar, and open seminar) will be conducted in online mode.
- Those masters' students who are in the second year, where possible, thesis work may be converted to simulation or theoretical work to finish it in time. First round of M.Tech. defense examination will be conducted in online mode and be finished by July 15, 2020 so that students may join their job or higher studies. Depending upon the situation Head of the concerned discipline may plan the remaining defense examination. In such situation, the period for completion of degree will be extended by two months without scholarship.
- All Ph.D. research and progress seminars to be conducted by June 25, 2020.
- For the Ph.D. students in their sixth year, three months extension will be given for completion of degree without assistantship.
- Defense examination for the Ph.D. student may be conducted in online mode by the defense examination committee with the approval of Director.

<b>Senate/44/06</b>	<b>Summer Term to clear the backlog</b>
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The Senate discussed the matter and decided that:

- A. Summer term for the Final year to be completed by July 15, 2020.
- B. For the batches of 2017, 2018 and 2019, following two options (a and b) will be given to the students and student may choose any one of the following:
  - a. Summer Term during June 30 to August 31, 2020:
    - i. Summer term will only be running for the students having backlogs (F grade), drop subject or to improve the grades "D" and "D+".
    - ii. The course to be run during summer term must be available online preferably on SWAYAM or related platforms.
    - iii. There are multiple electives such as professional elective, open electives, HS electives, etc. A few common electives will be running to reduce the number of courses in the summer term.
    - iv. For the courses having lab components, either lab may run using Vlabs or they can be converted to design and simulation mode or a crash lab course will be run for a week once the situation becomes normal.
    - v. There will be a course instructor for every course, who will mentor the students every week through Zoom and help them in systematic learning. The instructor will evaluate the course based on assignment, online quiz, mid sem (online) and end sem (online or offline depending on the situation).
    - vi. Students are required to pay the summer term fees for registering in the course.
    - vii. A separate summer term schedule will be floated by the academic office
  - b. The students may be allowed to register in SWAYAM course in the next two semesters and participate in all evaluations. Such students will submit the SWAYAM result to the discipline.

<b>Senate/44/07</b>	<b>Relaxation in eligibility condition for admission under Special Masters and Ph.D. program for the working professionals</b>
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The Senate approved the proposal of relaxation of education qualification only for the persons employed in Defense Organization. The Senate formed following committee to scrutinize the case(s):

1. Director – Chairperson
2. Dean Academic/ PIC Academic – Member
3. Head(s) of the respective domain

The Senate authorized Chairperson Senate to approve the recommendation of the committee.

<b>Senate/44/08</b>	<b>Enhancement in Seats for the Ph.D. programmes</b>
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The Senate approved the proposal for enhancement of seats for the PhD programme in various disciplines and recommended the same to the Board of Governors.

The Senate also approved the proposal to rename the Ph.D. in 'English Literature' to Ph.D. in 'English' from this session.

<b>Senate/44/09</b>	<b>Intake of PhD candidates in Design through QIP</b>
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The Senate approved the proposal to carry out admission in PhD in Design discipline through QIP. A proposal for admission to 04 seats in Design under QIP scheme will be sent to the respective agency along with the proposal to increase intake in other disciplines under QIP as in Agenda item Senate/44/14.6.

<b>Senate/44/10</b>	<b>Intake of PhD candidates with Master's Degree in Fine Arts, Drawing and Painting, Psychology, Home Science with NET or similar National Eligibility Test qualifications for pursuing PhD in Design.</b>
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The Senate discussed the matter in detail and resolved that candidates with Masters' degree in Fine Arts, Drawing, Painting and Architecture with NET or similar National Eligibility Test qualification may be admitted to the Ph.D. in Design. However, such candidates must hold Bachelors' degree in Design/Engineering/Technology/Architecture.

<b>Senate/44/11</b>	<b>Proposal for Curriculum revision</b>
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The Senate considered the curriculum for B.Tech. in Smart Manufacturing submitted by the committee. Following observations are made on the proposed curriculum:

- There is a need to include environmental issues related to smart manufacturing
- Sustainable Manufacturing may be included as part of the curriculum
- From the course name "Advanced" word may be removed and the course may be renamed

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- All electives are open electives so term "Open elective" to be used instead of "Professional Elective"
- The core courses name and contents to be finalized in discussion with the concerned discipline. However, the contents already suggested by the committee as per the need of the program will be part of the core courses.

The Senate in principle approved the proposed structure and authorized Chairperson Senate to approve the same based on the recommendation of the committee.

The Senate also discussed the need for the revision of curriculum that is to be implemented for all batches irrespective of year of admission as discussed and authorized Chairperson to form a committee for the same. The committee must submit revisions according to the need of the hour by June 15, 2020. The same will be discussed with the internal members of the Senate and will also be circulated to external members for their suggestions/ advice. The Senate authorized Chairperson Senate to approve the proposal for all batches of B.Tech. and B.Des. It is also recommended to combine the Theory and its practical as one subject in all discipline.

<b>Senate/44/12</b>	<b>Proposal of Collaborative Dual Degree (B.Tech. + M.Tech.) Degree</b>
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The Senate did not consider the proposal received from IIIT Allahabad. However, the Senate in principle approved the proposal for introduction of Dual Degree (B.Tech. + M.Tech.) for the students of the Institute and recommended the same to the Board of Governors. This option will be available for the students who are presently in third year. A detailed proposal will be prepared for execution of the same.

<b>Senate/44/13</b>	<b>Ratification of approvals accorded by the Chairperson Senate</b>
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The Senate ratified the decision of the Chairperson

<b>Senate/44/14</b>	<b>Any other item with the permission of the Chair</b>
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#### **14.1 Grading of course DS302**

The Senate approved the recommendation of the committee constituted in the matter to award grades in the DS302 course based on project work only without any decrease of the grade for any student.

#### **14.2 Courses on Environmental Science and Engineering**

The Senate decided that the course be dropped in the current semester and students be allowed to take Swayam course with maximum overlap of course content as will be suggested by the PIC Academics or nominee in next semester. The course credits will be 2 credits in place of 4 credits. The Senate also decided to drop the courses, which could not run in the current semester because of the non-arrival of external faculty due to

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travel restrictions. The committee as in Senate/44/04 part e of E of 1 will decide whether the credits will be dropped or students need to do the course in near future except for the present final year and pre final year.

#### **14.3 Use of CPDA for procuring tools and software**

The Senate recommended the proposal to the Board of Governors to allow faculty to use their CPDA also for procurement of systems, laptop, software and other tools to augment their capabilities for better preparedness of online classes, lectures etc. The senate added that additional cost on patent filing (early examination, early publication) might also be paid under this category.

#### **14.4 Upgradation of labs and lab content**

The Senate recommended that each discipline should come up with at least two new experimental set ups in each lab every year. For this, if they want enhancement in the lab facility, they can submit the proposal to the Director for approval with a maximum amount of 20 Lacs.

#### **14.5 Regarding setting of High Performance Computing Lab in CSE as a central facility.**

The senate discussed the urgent requirement of the high performance computing lab and it is recommended to establish HPC lab with latest configuration as central facility in CSE or other department/Center as per direction of the Director.

#### **14.6 Development of online course content**


The Senate recommended the proposal to the Board of the Governors regarding development of online courses by faculty in line with SWAYAM, NPTEL, etc. for generation of revenue. The Senate proposed the 75% of the revenue generated by such courses will be reimbursed to the faculty and the Institute as overhead cost will take 25%.

#### **14.7 Enhancement of seats under QIP seats.**

The Senate approved the proposal to enhance the PhD seats under QIP scheme from present 02 to 04 each in Computer Science and Engineering, Electronics and Communication Engineering, and Mechanical Engineering as in agenda Senate/44/09. A proposal for the same to be sent to the respective agency for approval in this regard.

The meeting ended with thanks to Chair.

  
Prof. Sanjeev Jain  
Chairperson, Senate

  
(Swapnali D. Gadekar)  
Acting Registrar & Secretary (Senate)

23/5/2020