SENATE/30TH MEETING

To be held on June 23, 2014 at 10:00 am in Conference Hall of the Institute

AGENDA NOTES
Contents

S. No.	Agenda Item	View
Senate/30/01	Opening remarks by the Chairperson, Senate	**Click Here**
Senate/30/02	Confirmation of the minutes of 29th meeting of the Senate held on May 12, 2014	**Click Here**
Senate/30/03	Action taken report on the decision of the Senate vide 29th Meeting of the Senate held on May 12, 2014	**Click Here**
Senate/30/04	Report by Conveners of UGCS, PGCS, SACS, SPACS, LCS and Head, Counseling Services	**Click Here**
Senate/30/05	Recommendation of names of UG and PG students for the award of degree in the 6th Convocation	**Click Here**
Senate/30/06	Recommendation of names of students for various medals and prizes during the 6th Convocation	**Click Here**
Senate/30/07	Confidential: Recommendation of new format for degree	**Click Here**

AGENDA NOTES
Contents

S. No.	Agenda Item	View
Senate/30/08	Introducing flexible degree programme for undergraduate students	**Click Here**
Senate/30/09	Modification in rules related to Academic Dishonesty	**Click Here**
Senate/30/10	Confidential - Appeal of students against the decision of the Chairperson on recommendation of the SACS.	**Click Here**
Senate/30/11	Ratification of the approvals given by the Chairperson, Senate	**Click Here**
Senate/30/12	Items for reporting: Updated UG and PG manual	**Click Here**
Senate/30/13	Any other item with the permission of the Chair	**Click Here**

Annexure Details

Annexure	Title of Annexure	View
I	Updated UG manual	**Click Here**
II	Updated PG manual	**Click Here**

Index Sheet

Senate/30/01	Opening remarks by the Chairperson, Senate

Opening remarks will be made by the Chairperson, Senate during the meeting.

Index Sheet

Senate/30/02	**Confirmation of the minutes of 29th meeting of the Senate held on May 12, 2014**

Minutes of the SENATE/29th Meeting (held on May 12, 2014) were circulated to the members. No comments have been received on the minutes. The Senate is requested to confirm the minutes.

Index Sheet

Senate/30/03	Action taken report on the decision of the Senate vide 29th Meeting of the Senate held on May 12, 2014

A report on actions taken on the decision of the Senate vide 29th Meeting held on May 12, 2014 is presented here.

Agenda Item	Agenda	Action taken
Senate/29/04	Proposal for Modification in the PBI evaluation scheme	Implemented and notified to students
Senate/29/05	Allowing students on academic break to register for forward (higher semester) courses	Will be implemented from coming semester
Senate/29/06	Proposal for amendment in the rule related to thesis submission deadline for award of postgraduate degree in the convocation in an year	To be notified
Senate/29/07	Proposal for amendment in the rules related to submission of the Thesis	To be notified
Senate/29/08	Proposal for amendment in rule related to Thesis Examination board	To be notified
Senate/29/10.1	M.Tech. program in ECE(Micro-nano electronics)	Revised proposal to be submitted
Senate/29/10.2	Allowing Mr. Hem Chand Meena (2009061) for PBI	implemented and notified to student
Senate/29/10.3	Proposal to allow the student Mr. Suyash Mishra (Roll No. 2012236) to drop the semester on medical grounds	implemented and notified to student
Senate/29/10.4	Modification in UG and PG manual	Revision in process

Index Sheet

Senate/30/04	Report by Conveners of UGCS, PGCS, SACS, SPACS, LCS and Head, Counseling Services

Reports will be presented by the respective conveners /Head during the meeting.

UGCS
PGCS
SACS
SPACS
LCS
Head Counseling Services

Index Sheet

Senate/30/05	Recommendation of names of UG and PG students for the award of degree in the 6th Convocation

List of students who have completed the requirements for the award of B.Tech./ M.Tech./ M.Des. and Ph.D. degrees is presented before the Senate.

It is submitted that Course ES101 was erroneously counted as a 4 credit course in place of 5 credit course, when the curriculum was revised starting from the batch 2010. As per the UG manual, minimum credit requirement is 170 credits whereas the total credits turns out to be 169 credits due to the error mentioned above. Corrections have been made from the batch 2011 onwards.

Senate is requested to give special approval for minimum 169 credit requirement for award of degree in the case of 2010 batch and recommend the names to the Board of Governor for the award of degree.

Senate/30/05	Recommendation of names of UG and PG students for the award of degree in the 6th Convocation

218 students are eligible are found eligible for the award of degree. Details are

B.Tech.
Total 210 UG students are eligible.

Batch wise
2008 batch – 05, 2009 batch – 25, 2010 batch - 180

Discipline wise
CSE- 72, ECE- 68, ME -70

Senate/30/05	**Recommendation of names of UG and PG students for the award of degree in the 6th Convocation**

<u>M.Tech.</u>
07 Students:
CSE- 03, ECE – 01, ME – 01, MT - 02
<u>Ph.D.</u>
01 Student (ME)

The Senate is requested to recommend the names to the Board of Governors for award of degrees to the students as per the <u>list</u>.

It is possible that few more students (summer term/ M.Tech. thesis defense) may complete the requirement for the award of degree. It is propose to authorize the Chairperson Senate to recommend the names of the students to the Board of Governors on behalf of the Senate.

Index Sheet

Senate/30/06	Recommendation of names of students for various medals and prizes in the 6th Convocation 2014

Committees constituted to recommend names of students for various awards and medals are in the process of finalization of their recommendation. <u>Report of committees</u> are placed before the Senate.

Senate is requested to recommend the names of students for award of medals and other prizes to the Board of Governors.

<u>Index Sheet</u>

Senate/30/07	Confidential: Recommendation of new degree format

Senate/30/08	Introducing flexible degree programme for undergraduate students

Some of the undergraduate students are not able to perform well during the very first year of their degree programme. Poor academic performance of a student in the first year affects her/ his academic performance in the rest of her/ his academic programme. As a result some of such students succumb to the mental stress, heavy academic requirement and other related issues and their degree programmes are dropped ultimately. While the Institute faculty has been thinking to solve this problem by providing their best possible help and support to academically deficient students, there is a need to make the degree programme more flexible for such students.

A brief outline of the proposal is placed here for the consideration of the Senate.

Senate/30/08	Introducing flexible degree programme for undergraduate students

- A student can be permitted to drop a course any time during the semester but at the most one week before the start of end semester exam.
- Dropping will not be allowed in case attendance of the student falls below requirement. In such case clause 4.1.9 of UG manual will be applicable.
- Such students will enter into the flexible degree programme.
- Students once entered in the flexible degree programme will not be eligible for getting award/ prizes which are purely based on CPI.

For the benefit of students entering in the flexible system and to encourage them, some courses should run in summer terms. Courses for a summer term may be announced well in advance preferably before the mid-semester exam of the Semester I of the year to enable students decide which courses may be dropped.

Senate/30/08	Introducing flexible degree programme for undergraduate students

- A course of a discipline will run in the summer semester only if a faculty is available to run the course.
- This would be decided by each discipline well in advance.
- For example, to run a course in the summer of Year 2015, discipline will send name of the faculty(s) who would run the course before the mid-semester examination of Semester 1, academic year 2014-15.
- Names of the courses would be sent to the academic office.
- Dean Academic will be final authority to decide the courses to be run in the summer term.

Senate/30/08	Introducing flexible degree programme for undergraduate students

- It is also proposed to allow adding/dropping of the courses during the summer term.
- Adding of the course can be done till the last date of adding separately announced (normally 3 days from the date of start of summer term).
- Dropping can be done at any time but not later than one week prior to start of end semester exams.
- Dropping will not be allowed in case attendance of the student falls below requirement. In such case clause 4.1.9 of UG manual will be applicable.
- Only in the very exceptional cases, late registration in Summer Term can be allowed with the permission of Chairperson Senate.

Index Sheet

Senate/30/09	**Modification in the Rules related to Academic Dishonesty**

The Senate in its 28th meeting held on January 18, 2014 (agenda 2.10) had accorded its approval on the rules related to academic dishonesty to be a component of the UG/PG manual. In order to streamline the procedure in case of academic dishonesty, following modifications are proposed in the existing rules:

Senate/30/09	Modification in the Rules related to Academic Dishonesty

Existing Clause	Modified Clause
6.3.2 (ii) Level IV: Instructor may refer a more serious case to SACS, providing there is sufficient and clear evidence to demonstrate the serious use of unfair means. Claims by the student not to have understood the nature of unfair means, to have included the material unintentionally, or to have personal mitigating circumstances, should not be accepted as good reason for the case to go unreported. These may be significant issues for the student not the facts of the case.	6.3.2 (ii) Level IV: Instructor may refer a more serious case to Dean Academic, providing there is sufficient and clear evidence to demonstrate the serious use of unfair means. Claims by the student not to have understood the nature of unfair means, to have included the material unintentionally, or to have personal mitigating circumstances, should not be accepted as good reason for the case to go unreported. These may be significant issues for the student not the facts of the case.

Senate/30/09	Modification in the Rules related to Academic Dishonesty

Existing Clause	Modified Clause
6.3.2 (iii) In case, the case is referred to SACS, SACS will investigate it. Student will be called in person to be interviewed by the committee. The SACS will take a decision on the same and will inform to the Academic section.	6.3.2 (iii) In case, the case is referred to Dean Academic, she/he herself/himself will investigate it or a committee may be made by the Dean Academic to investigate the case. Student will be called in person to be interviewed by the Dean Academic/ committee. In case committee is constituted it will submit its recommendation to Dean Academic. The Dean Academic will forward/submit its recommendation to the Chairperson Senate. Final decision will be taken by the Chairperson Senate

Senate/30/09	Modification in the Rules related to Academic Dishonesty

Existing Clause	Modified Clause
--	The following points should also be noted: • It is normal practice for a student to be allowed to continue on their programme of study and sit in the examinations until the outcome of any disciplinary hearing and subsequent appeal is known. • Student(s) shall have the right to appeal against an advice. All appeals for reconsideration of the case shall be addressed to the Chairperson Senate. • The appeal may be for reconsidering the entire advice or for reducing the punishment envisaged in the advice. The Chairperson Senate, after examining the appeal, shall have the right to dispose it off or mark the same to the Dean Academic for reconsidering the advice. The entire case may be reopened if new set of evidences pertaining to the case have been given with the appeal. The mere fact that an appeal has been filed against the advice shall not be the reason to hold the implementation of the advice.

| Senate/30/10 | **Confidential - Appeal of students against the semester drop** |

Senate/30/11	**Ratification of the approvals given by the Chairperson, Senate**

From time to time different approvals are accorded by the Chairperson, Senate and being circulated to the members. The Senate is requested to ratify the same.

Ratification link

Index Sheet

Senate/30/12	Items for reporting

Updated UG and PG manual

Various amendments have been made and new rules have been introduced in the UG and PG manual from time to time on the approval of the Senate. Necessary modifications in the UG and PG manuals have been made.

Updated UG and PG manual are attached here (<u>annexure II</u> & <u>III</u>) for the information of the members.

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<u>Index Sheet</u>

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| Senate/30/13 | Any other item with the permission of the Chair |

THANK YOU