

Pandit Dwarka Prasad Mishra
Indian Institute of Information Technology,
Design & Manufacturing Jabalpur

Minutes of 32nd Meeting of the Senate held on January 9, 2015 from 11.00 a.m. onwards in the Conference Hall of PDPM IITDM Jabalpur.

Members present:

Prof. Aparajita Ojha	Chairperson
Prof. V. M Gadre	Member
Prof. Vijay Kumar Gupta	Member
Prof. P. N. Kondekar	Member
Prof. Tanuja Sheorey	Member
Prof. Puneet Tandon	Member
Dr. Goutam Dutta	Member
Dr. Atul Gupta	Member
Dr. Prashant Kumar Jain	Member
Dr. Prabir Mukhopadhyay	Member
Dr. Mukesh Kumar Roy	Member
Dr. Jawar Singh	Member
Dr. Dinesh Kumar Vishwakarma	Member
Dr. Mamta Anand	Member
Dr. Vinod Kumar Jain	Member
Dr. Nihar Ranjan Jena	Member
Dr. Anil Kumar	Member
Dr. Sraban Kumar Mohanty	Member
Dr. Jayesh Pillai	Member
Shri R. P. Dwivedi	Secretary

Following members expressed their inability to attend the meeting due to their prior commitments:

Prof. Amitabha Mukherjee, IIT Kanpur
Prof. P.V.M. Rao, IIT Delhi

Senate/32/01	Opening remarks by the Chairperson, Senate
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The Chairperson, Senate welcomed all the members and particularly the members who have been nominated for the first time / re-nominated in the Senate. Members introduced themselves. Contribution of outgoing members of the Senate was appreciated and placed on record.

Members were briefed about the proceedings of the 6th Convocation of the Institute held on 8th August, 2014. The Chairperson informed the members that Dr. Kota Harinarayana has been nominated as the Chairman of the Board of Governors for a period of three years. She also briefed the members about nominations of other new members in the BOG.

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The Chairperson was pleased to share the information that the Institute would be completing 10 years of its establishment on 24-1-2015. On this occasion, she sought suggestions from the members for the future roadmap to achieve excellence in all fronts.

Senate/32/02	Confirmation of the minutes of the 30th Senate meeting and 31st Senate (Special) meeting
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Minutes of the 30th Senate meeting and 31st Senate (special) meeting were circulated to all the members and comments/ suggestions were received on the minutes. All the comments/ suggestions were discussed in the meeting. After discussion the Senate confirmed the minutes after incorporating the following changes.

For 30th Senate meeting

1. Page 3 – Senate 30/04: Para 2, point (ii) Ms. Ms. Alekhya should be read as Ms. Alekhya
2. Page 4 – Senate 30/05:
Line 3 after “Convener SACS presented the following report”
The sentence containing ‘...peer pressure is taking its toll’ should be read as ‘... peer pressure is taking its toll...’
3. Page 10 - Senate 30/11/i - Course Numbers need to be changed as follows –
EM685b in place of 685b
EM684e in place of 684e
EM687a in place of 687a
EM681c in place of 681c
EM621b in place of EN621b
4. Page 11 - Senate/30/12 – Following sentence be added.
“A critical review and proofreading is required for both UG and PG manuals.”

For 31st Senate meeting

1. Section 31/04(Case of Two PG Students Academic Dishonesty) Para 2:
“However PGCS did not give any recommendation and therefore the cases were placed before the Senate for a decision” to be replaced by
“Recommendation of the PGCS were placed before the Senate and discussed”.

Senate/32/03	Action taken report on the decision of the Senate vide 31st meeting of the Senate held on August 1, 2014.
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The Action Taken Report (ATR) was presented before the Senate. The ATR is placed as **Annexure –I**. Members were not satisfied with the action taken report on one of items and suggested the Institute to ask the committee members to submit the report within a week.

Senate/32/04	Report by the Conveners UGCS, PGCS, SACS, SPACS, LCS and Head Counseling Services.
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Reports of the UGCS, PGCS, SACS, SPACS and Counseling services were placed before the Senate by their respective Conveners during the meeting (**Annexure-II**). LCS report was not presented. SACS and Counseling Service reports were declared as confidential.

The Senate placed on record, its appreciation on the performance of following students who scored 10 points in the PBI:

1. Diksha Moolchandani (Roll No 2011046)
2. Nipun Choubey (Roll No 2011091)
3. Nishant Chaurasia (Roll No 2011092)
4. Rahul Goyal (Roll No 2011116)
5. Rahul Dash (Roll No 2011118)
6. Rishabh Gupta (Roll No 2011127)
7. Yash Pachaury ((Roll No 2011179)
8. Shubham Joshi (Roll No 2011227)
9. T M S Allekhya (Roll No 2011231)

During the presentation of SPACS report, the Senate discussed the issue related to a problem faced in the ST scholarship case. The Senate deliberated and suggested to take up the matter with the Ministry and if required, to the Rajasthan Government to resolve the issue so as to ensure that needy students did not face any problem.

Senate/32/05 (Confidential)	Appeal of students on academic drop due to inadequate academic performance
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This agenda was declared as confidential.

/counseling sessions of each of the students on the academic break/improvement/ warning in a subsequent meeting of the Senate after the semester ends.

Eleven Masters Students were placed on academic drop due to their inadequate academic performance. Out of eleven, six master's students had appealed to reinstate their academic programmes. After deliberation, the Senate decided to consider the appeal of the students who were having CPI of 5.5 or more in Master's programme looking into the feasibility of their programme completion within the maximum duration. Accordingly, academic programme of Mayank Sinha was restored by the Senate. Appeals of the other master's students have not been considered by the Senate.

Two Doctoral students were placed on academic drop due to their inadequate academic performance. Both have appealed to reinstate their programme. After deliberation and discussion Senate decided not to consider the appeal of Mr. Saurabh Agrawal. The case of Mr. Umakant Madawkar was deferred.

Senate/32/06 (Confidential)	Academic Dishonesty/ SACS Case
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This agenda was declared as confidential.

Senate/32/7
(Confidential)

Appeal of the students advised academic drop/academic break
due to academic dishonesty

Senate/32/08

Decision on the appeal of students with poor attendance record

A large number of students were having shortage of attendance (<75%) in the last semester in a few courses. The Dean Academic presented before the Senate, the following decision taken by the Chairperson Senate.

Based on the inputs received from the faculty and student,

- A. Those students, who were having attendance of 60% or more in a class were permitted by the Chairperson Senate as special cases.
- B. Students having class attendance below 60% were provisionally allowed to appear in the end semester examination with the undertaking that they would abide by the final decision of the Institute.

A committee of the Dean Academic, Convener UGCS, Convener PGCS and Head Counseling Services was constituted to scrutinize all the appeals of students falling under category B above. Recommendations of the committee were presented before the Senate for the consideration.

The Senate deliberated on the issue and it was decided not to consider the appeals of students having attendance below 60%. Accordingly, the Senate accorded its approval on dropping of the courses in all such cases. The Senate also ratified the decision taken by the Chairperson, Senate for special approval mentioned in section A above.

Senate/32/09	Creation of two seats under Supernumerary Quota for students from Jammu & Kashmir
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As per the D.O. letter No. F.1-1/2012(SA-III) dated September 15, 2014 received from UGC, the Senate recommended for creation of two seats under supernumerary quota for students of Jammu and Kashmir for the approval of the Board.

Senate/32/10	Modification in the UG Curriculum
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Dean Academic proposed the modification in the UG curriculum in compliance to the letter received from UGC and MHRD. The Senate deliberated on the recommendations of the UGCS. However, the members opined that the proposal requires further review. Prof. Gadre suggested that there is also a requirement of having NSS/NCC/NSO also in the curriculum. After some discussion, the Senate in principle approved the proposal to include Environment Science course in the curriculum. Dean Academic was authorized to constitute a committee to look into the placement of the course and other components in the curriculum structure. Further, the Senate authorized Chairperson Senate to take a decision on behalf of the Senate.

Further, it was informed to the members that IPv6 is already covered in a course on computer networks.

Senate/32/11	Guidelines related formulation of DPGC/RPC/PGPC for PG students
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Dean Academic presented the recommendation of the meeting of the Dean Academic, Heads of the discipline and PGCS members for the formation of DPGC, RPC and PGPC in the case of PG students. The Senate deliberated on the proposal and approved the proposal with minor modifications. Accordingly, following was approved.

- a. There will be a DPGC (Discipline Post Graduate Committee) for each discipline. DPGC will consist of Head of the discipline as the convener and members (atleast two more) based on different specializations of the specific

discipline. DPGC will be constituted by the Head of the concerned discipline for a period of two years. Members of the committee would be preferably senior faculty members.

- b. DPGC will be guiding a student (Masters/Ph.D.) in deciding the courses and supervisor(s), after she/he takes admission in the Institute.
- c. DPGC will also monitor the progress of a student until she/ he decides a supervisor.
- d. A master's student is required to decide her/his supervisor before the start of mid semester exam of second semester after her/his admission. She/ he can register for research credits only in that semester in which the supervisor is finalized/ decided. However, to register for thesis credits without supervisor, permission from Chairperson Senate will be taken on the recommendations of the DPGC and the Dean Academic, only under exceptional circumstances.
- e. A doctoral student needs to decide her/his supervisor till the start of third semester after her/ his admission. During the period if he registers for research credits on the advice of the DPGC, DPGC itself will evaluate the thesis credit of the student or may appoint a subcommittee for the purpose. Grades towards thesis credit will be submitted by the Convener DPGC. Grades awarded by DPGC will be considered for the purpose of requirement of the thesis credits for award of degree even if the student changes his research area at the time of registering for the supervisor,
- f. Once a student makes a decision about his supervisor(s), she/he will register for the thesis credits on the recommendation of the supervisor.
- g. In the case of Master students DPGC will constitute a PGPC for a group of students, based on their common research areas. Each student will be assigned to one of the PGPCs formed by the DPGC, based on her/his research topic. Supervisor(s) of the student will be members of the PGPC.
- h. In case of doctoral students, Supervisor(s) will propose members of the RPC. Application for the registration of supervisor(s) and RPC/ PGPC will be forwarded by the Convener DPGC to the Dean Academic, who will be the approving authority for the same. DPGC/ Dean Academic may also add one or two members in the RPC.
- i. During the period in which student has not decided the supervisor, Head of the concerned Discipline or his nominee will be forwarding all applications of the student related to leave, assistantship or other such matters.
- j. If a student wishes to add another supervisor (as a co-supervisor) during her/his academic programme, she/he will submit a request to the Dean academic through her/his supervisor. Such applications will be forwarded by the DPGC to the Dean Academic for final approval.
- k. For change of supervisor existing rules will be applicable.
- l. A supervisor can request for additional members in the PGPC/RPC to the Dean Academic. Only in exceptional circumstances, deletion of a member from the PGPC/RPC will be permitted by the Dean Academic.

Senate/32/12	Conversion of programme from regular to externally registered category for Masters' students
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The Senate accepted the proposal and decided the following.

Masters External- Self Supported

A Master student in regular category who got placed (has a job offer) can get relief from the programme as a special case, while keeping her/his registration alive on payment of required fees every semester with the consent of the Supervisor(s). The student will apply for the conversion of her/his programme through DPGC and Dean Academic from the category of regular to external-self supported. On the recommendation of Dean Academic, Chairperson Senate may approve conversion of the programme.

For this conversion, the student must have fulfilled the following requirements.

- a. Minimum residential requirements of four semesters
- b. Any other academic requirement except thesis work.

Senate/32/13	Direct admission to Ph.D. after B.Tech
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The Senate discussed the agenda and approved following guidelines regarding direct admission to the PhD programme after B.Tech.,

1. Students who are currently in their final year in any of the Centrally Funded Technical Institutions (CFTIs) will only be eligible for the admission under this category.
2. To be eligible for the admission under this category, a candidate is required to have a minimum CPI of at least 7.5 (on a scale of 10) at the end of the seventh semester under OPEN and OBC categories. For SC/ST category students the minimum CPI requirement will be relaxed to 7.0.
3. Having a qualified NET/GATE score is mandatory
4. Shortlisted candidates will be required to appear for the written test and interviews along with other candidates holding master's/relevant degrees. No other relaxation will be given in the shortlisting criteria.
5. Successful candidates will be given provisional admission to the Ph.D programme. This admission will be confirmed provided the student completes her/his undergraduate programme with required graduation CPI.
6. Candidates admitted through this route will get teaching assistantship as per MHRD rules.
7. Such students need to fulfill credit requirements as per the approved guidelines of Ph.D. [after B.Tech./BE] mentioned in the PG manual.

Senate/32/14	Modification in the rules related to research/progress seminar
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The Senate members deliberated on the proposed modification and decided to entrust the responsibility of reviewing and reframing the guidelines and authorized the

Chairperson, Senate to approve the revised guidelines for oral examination of comprehensive examination. Besides, the Senate accepted following modification related to research/ progress seminar in PG manual:

‘If a student clears the comprehensive examination before the last date of adding, she/he would be allowed to add progress seminar by dropping the research seminar in that particular semester.’

It was also suggested to prepare a check list and brief notes on the guidelines for comprehensive examination for students and faculty.

Senate/32/15	Forwarding of modified manuals to the Board of Governors for approval
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It was suggested to review and proofread the manuals critically and to incorporate all the amendments approved by the Senate so far. The Chairperson Senate was authorized to forward the same to the Board of Governors for approval.

Senate/32/16	Increase in intake and introducing new programme of B. Des.
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The Senate discussed the proposal submitted by the Head Design Discipline and in principle approved the proposal of starting of Bachelor of Design programme. The Senate suggested reviewing the proposed curriculum for the B.Des. programme in line with the programmes running in other Institutes of repute and keeping the theme of the Institute in mind. The same shall be taken up in a subsequent meeting of the Senate.

Following increase in the intake along with Seat Matrix for the academic session 2015-16 were approved by the Senate.

Programme	Computer Science and Engineering (CSE)	Electronics and Communication Engineering (ECE)	Mechanical Engineering (ME)	Mechanics (MT)	Design	Natural Science (NS)	Total
Undergraduate	100	100	100	--	30	--	330
Masters	25	36	36	15	30	--	142
Ph.D.	20	20	20	--	5	10	75
Grand total							547

Seat Matrix

Bachelor's Programme										
Program me	Discipline	OP	OP PH	OB	OB PH	SC	SC PH	ST	ST PH	Total
B.Tech.	Computer Science and Engineering	48	2	26	1	15	0	7	1	100
B.Tech.	Electronics and Communication Engineering	49	2	26	1	15	0	7	0	100
B.Tech.	Mechanical Engineering	49	1	26	1	14	1	8	0	100
B.Des.	Design	15	0	8	0	5	0	2	0	30
Total for Bachelor's Programme		161	5	86	3	49	1	24	1	330
Master's Programme										
Program me	Discipline	OP	OP PH	OB	OB PH	SC	SC PH	ST	ST PH	Total
M.Tech.	Computer Science and Engineering	13	0	5	1	4	0	2	0	25
Electronics and Communication Engineering										
M.Tech.	ECE (Microwave and Communication Engineering)	6	0	4	0	1	0	1	0	12
M.Tech.	ECE (Power and Control)	6	0	3	0	2	0	1	0	12
M.Tech.	ECE (VLSI)	5	1	3	0	2	0	1	0	12
Total for ECE		17	1	10	0	5	0	3	0	36
Mechanical Engineering										
M.Tech.	ME (CAD-CAM)	6	0	3	0	2	0	1	0	12
M.Tech.	ME (Design)	6	0	4	0	1	0	1	0	12
M.Tech.	ME (Manufacturing)	5	1	3	0	2	0	1	0	12
Total for ME		17	1	10	0	5	0	3	0	36
M.Tech.	Mechatronics	8	0	4	0	2	0	1	0	15
M.Des.	Design	15	0	8	0	4	1	2	0	30
Grand Total for Masters Programme		70	2	37	1	20	1	11	0	142
Doctoral Programme										
Program me	Discipline	OP	OP PH	OB	OB PH	SC	SC PH	ST	ST PH	Total
Ph.D.	Computer Science and Engineering	10	0	5	0	3	0	2	0	20
Ph.D.	Electronics and Communication Engineering	10	1	4	1	3	0	1	0	20

