

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

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Minutes of SENATE/2013-14/2<sup>nd</sup> Meeting of the Senate held on January 18, 2014 from 11.00 am in the Conference Hall of PDPM IIITDM Jabalpur.

Members present:

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| 1. Prof. Aparajita Ojha      | (Chairperson, Senate) |
| 2. Prof. Vijay Kumar Gupta   | (Member)              |
| 3. Prof. P.N. Kondekar       | (Member)              |
| 4. Prof. Tanuja Sheorey      | (Member)              |
| 5. Prof. Puneet Tandon       | (Member)              |
| 6. Dr. Sunil Agrawal         | (Member)              |
| 7. Dr. Atul Gupta            | (Member)              |
| 8. Dr. Pritee Khanna         | (Member)              |
| 9. Dr. Asish Kumar Kundu*    | (Member)              |
| 10. Dr. Prabin Kumar Padhy   | (Member)              |
| 11. Dr. Dinesh Kumar V       | (Member)              |
| 12. Dr. M. Amarnath          | (Member)              |
| 13. Dr. Lokendra Balyan      | (Member)              |
| 14. Dr. Sraban Kumar Mohanty | (Member)              |
| 15. Dr. Prabir Mukhopadhyay  | (Member)              |
| 16. Dr. Asutosh Srivastava   | (Member)              |
| 17. Shri Ram Phal Dwivedi    | (Secretary)           |

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

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| 1. Prof. V.M. Gadre**      | (Member) |
| 2. Prof. V. K. Jain        | (Member) |
| 3. Prof. Uday Khedekar     | (Member) |
| 4. Shri S. Amane           | (Member) |
| 5. Dr. Parag Vyas          | (Member) |
| 6. Dr. Prashant Kumar Jain | (Member) |
| 7. Dr. Pavan Kankar        | (Member) |
| 8. Dr. Lokendra Balyan     | (Member) |

\*Left the meeting with the permission of the Chair at 0300 pm.

\*\* Prof. Gadre had requested to attend the meeting through video conferencing. Arrangements were made but due to network failure it could not materialize.

The Chairman welcomed all the members of the Senate and introduced Shri R. P. Dwivedi, the new Secretary of the Senate to the members. She expressed her satisfaction over the progress made by the Institute in the last few months and briefed the members about various events organized by the faculty and main achievements of students and faculty in the past three months. She briefed the members about the following –

- (1) No Entry Automation System: This Institute Project aimed at providing solution to no-entry system of heavy vehicles during the day time in the city of Jabalpur. The problem was discussed by the DIG, Shri Makarand Deoskar. The project has been completed and installed at one location for testing purpose. The project has been accomplished by alumni and current students under the guidance of Prof. Tanuja Sheorey and Prof. Vijay Kumar Gupta.
- (2) Open access chapter titled “SRAM Cells for Embedded Systems” written by Dr. Jawar Singh with Dr. Balwant Raj has been accessed more than 5000 times by different people. The top downloads of his chapter are from the following five countries: United States of America, India, China, Germany, Poland
- (3) Dr. Atul Gupta and his Ph.D. scholar Saurabh Tiwari earned the distinction of the Best Paper in APSEC 2013. "An Approach to Generate Safety Validation Test Cases from UML Activity Diagram"
- (4) The article titled "Presence in Visual Mental Imagery” written by Jayesh Pillai, Uday A. Athavankar, Colin T. A. Schmidt and Simon Richir has been awarded with the best paper award in the '3rd International Visual Informatics Conference (IVIC 2013)' held at Selangor, Malaysia.
- (5) Professor Tandon has been appointed as one of the guest editors of Vol. 27 of International Journal of Manufacturing Technology and Management, an Inderscience Publication. The other guest editor is Prof. V. K. Jain from IIT Kanpur
- (6) Dr. Zahid Ansari and Dr. Neeraj Jaiswal have joined the Institute as faculty in Mechanical Engineering and Physics respectively.
- (7) Workshops /Conferences organized during the last five months.
  - Third workshop on MATLAB during January 10-12, 2014 coordinated by Dr. P K Jain and Dr. Pavan Kankar.
  - IEEE Conference - CARE 2013 during December 16-18, 2013 coordinated by Dr. P K Padhy, Dr. Jawar Singh and Dr. Sachin Kumar Jain.
  - Mini Design Workshop 2013 during December 06-07, 2013 coordinated by Dr. Jayesh S .Pillai and Mr. K.K .Balakrishnan.

- Indo-US Robo League 2013 and Robotics Workshop during October 05-06, 2013 by Dr. P K Padhy.
- Mini Workshop on Precision Measurements for Nano Electronics on October 04, 2013 coordinated by Dr. Asutosh Shrivastav.

(8) Students organized their annual cultural festival "Tarang" during October 24-27, 2013. They have also been organizing various other events under different students' club.

<b>Senate/2013-14/2.02</b>	<b>Confirmation of the minutes of SENATE/2013-14/1<sup>st</sup> meeting held on September 27, 2013.</b>
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The minutes were circulated to all the members and comments were received from one member regarding name of M.Tech. in ECE ( Radio and Communication Engineering) which was decided to be renamed as M.Tech. in ECE (Microwave and Communication Engineering). Minutes were confirmed with the above modification.

<b>Senate/2013-14/2.03</b>	<b>Action taken report on the decision of the Senate vide SENATE/2013-14/1<sup>st</sup> Meeting held on September 27, 2013.</b>
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The action taken report on the decision of the Senate meeting held on September 27, 2013 was presented before the Senate. Members noted the same with satisfaction.

<b>Senate/2013-14/2.04</b>	<b>Report by Conveners of UGCS, PGCS, SACS, SPACS, LCS and Head, Counseling Services</b>
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The reports of UGCS, PGCS, SACS, SPACS, LCS and Head, Counseling Services were presented by the respective Conveners before the Senate and the Senate noted the same with satisfaction.

<b>Senate/2013-14/2.05</b>	<b>APEC report for Semester I, 2013-14 and discussion on Academic Break/ Drop</b>
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APEC report Semester I, 2013-14 was placed before the members of the Senate. Dean Academic presented the following facts –

- 08 students were given extension for one more semester during the academic break but unfortunately no one could complete the requirements for continuation of degree programme and accordingly their degree programmes were automatically dropped.
- Out of the 14 students who were placed on academic break (AB) and completed one year, 12 students could not fulfill the academic requirements and their degree

programmes have been dropped. Remaining 02 students have come in the regular stream.

- 15 students were placed on academic break in last semester and out of them, one student has come out of the academic break by performing well and two students are placed under academic improvement. Remaining 12 students are still under academic break.

Dean, Academic placed before the Senate, appeals of candidates against drop of their degree programmes. A copy of all the appeals along with the information about each of the applicants (SPI, CPI of all the semesters of AB period, total credits required and credits earned etc.) was earlier circulated to members to have a "Resolution through Circulation". However, only nine responses were received and hence no decision was taken on the appeals. At this moment one member sought the information about the current status of appellants i.e., if they were registered in the running semester. Dean Academic informed the Senate that none of the appellants was eligible to register due to the fact that the degree programmes of all the appellants were dropped.

Each case was carefully examined by the members of the Senate taking into account, number of credits required to complete the programme within the specified time frame of maximum twelve semesters, reason(s) stated by each of the appellants for his poor academic performance, his academic performance in the period of AB and the extended period of AB (if granted), potential for improvement in future semesters etc. Report of the Head, counseling service was also taken into account for each case. Senate discussed each case in detail and also determined the possibility of completion of their degree programme in twelve semesters. Query was also raised by one of the members on inclusion of period of semester leave/drop in twelve semesters' time frame. It was clarified that twelve semesters also include the period of semester leave/drop of a student.

#### **Decision – Senate/2013-14/2.05.01**

After detailed discussions and examination of each case, the Senate decided to accept the appeals of the following appellants

- (i) Hem Chand Meena
- (ii) Saurabh Sain
- (iii) Vinod Maloth
- (iv) Abhay Kushwaha

Some of the appeals required further input to decide on the feasibility of completion of their degree programmes within the maximum duration of twelve semesters. In view of this, it was further decided that Dean, Academic will study remaining cases to work out the feasibility for each of the appellants. It was decided to circulate the list of potential appellants who may complete their degree programmes within the time frame of twelve semesters for the approval of the Senate.

For each of the accepted case, it was decided to permit the student to continue with his degree programme under the following conditions –

- (a) Degree programme must be completed within the time frame of twelve semesters including the period of semester leave/ drop failing which no further extension will be granted.
- (b) Performance of these students will be evaluated by UGCS after the end of each semester to determine the feasibility of completing the program in twelve semesters.
- (c) Such students will be required to attain a minimum SPI of 5.0 in every semester failing which their degree programmes will be dropped automatically and no further appeal will be heard.

Further, it was decided that the students will be permitted to register themselves only in the next semester, i.e., Semester I, 2014-15, based on the review report and recommendations of the UGCS as stated below in Decision no. Senate/2013-14/2.05.02.

It was also decided that each student would be required to submit an undertaking that he agrees with the terms and conditions under which he has been granted resumption of his degree programme.

Appeals of following appellants were not accepted by the Senate due to one or more of the reasons stated below:

- (a) Poor academic performance in the last semester with an CPI less than 4.5.
- (b) Absence of any genuine reason for their poor academic performance.
- (c) Insufficient remaining period for completion of their degree programme due to significant number of incomplete credits.
  - (i) Keshav Meena
  - (ii) Ravi Kumar Meena
  - (iii) Deepak Panwar
  - (iv) D.H.S. Bhargava

Appeal of Kudeep Singh was also not accepted.

#### **Decision – Senate/2013-14/2.05.02**

The Senate entrusted the UGCS with the task of study and analysis of the existing rules of Academic Improvement, Academic Break and Academic Drop. The Senate authorized Dean Academic to co-opt other members for the purpose, if necessary. The UGCS was given a time frame of one month for giving its report and recommendations on the above mentioned subject.

<b>Senate/2013-14/2.06</b>	<b>Recommendation for name(s) of persons as Chief Guest for the Sixth Convocation, 2014.</b>
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Names of the following eminent persons were recommended as probable Chief Guest for the Sixth Convocation 2014:

- (i) The Hon'ble President of India, Shri Panab Mukherjee
- (ii) Dr. K. Radhakrishnan, Chairman, Indian Space Research Organization (ISRO)
- (iii) Mr. Anand Mahindra, Chairman and MD, Mahindra and Mahindra
- (iv) Mr. Kiran Mazumdar Shaw, Chairman and MD, BioCon Limited
- (v) Bharat Ratna Prof. C. N. R. Rao
- (vi) Mr. Azim Premji, Chairman, Wipro Ltd.

The Senate also authorized the Chairperson, Senate to add names of suitable eminent persons in case of necessity for recommendation to the Board of Governors.

<b>Senate/2013-14/2.07</b>	<b>Conferment of Honorary Degree (honoris causa) of Doctor of Letters/Science to persons in recognition of their outstanding contribution</b>
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The Senate recommended following names to the Board of Governors for awarding Honorary Degree (honoris causa) of Doctor of Letters/Science in recognition of their outstanding contribution:

- (i) Ms. Tessy Thomas, Project Director, Agni IV Missile
- (ii) Shri Venki Ramakrishnan, Nobel Laureate in Chemistry 2009.
- (iii) Shri Ajai Choudhary, Chairman HCL
- (iv) Dr. K. Kasturirangan, former Chairman ISRO

The Senate also authorized the Chairperson, Senate to add names of suitable eminent persons in case of necessity in future.

<b>Senate/2013-14/2.08</b>	<b>Presentation by PBI students</b>
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Following students presented their PBI works before the Senate.

S. No.	Roll Number	Name of the Student	Project Name	Mentors
1	2010184	Shubham Chitranshi	Automation of Open Source Software Development	Mr. Pradyumna Sampath, R&D Center, Hitachi India Pvt. Ltd., Bangalore & Dr. Atul Gupta
2	2010041	Bhakt Vatsal Trivedi	New Control Software for a 3D Nano-indentation system	Prof Graham Cross, Trinity University Dubin, Ireland & Mr. Saket Saurav
3	2010239	Rahul Gupta	Innovation Cell	Mr. P.K. Jha, Maruti Udyog Pvt Ltd & Prof Puneet Tandon
4	2010169	Sanjay Sahu	Novel Design of microstrip Antenna for WLAN Communication	Dr. Dinesh Kumar V.
5	2010247	Surabhi Dwivedi	Novel technique to combat primary SQL injection attack	Dr. Atul Gupta

The Senate appreciated the work done by the students under PBI. Members also asked the students about their PBI experience. All the students expressed that they were greatly benefitted by the PBI.

<b>Senate/2013-14/2.09</b>	<b>New Conveners for UGCS, PGCS, SACS, SPACS, LCS</b>
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The Senate approved names of the following faculty members as Conveners for various standing committees of the Senate for a period of two years –

S. No.	Name of the Committee	Name of Convener
(i)	UGCS	Dr. Pavan Kumar Kankar
(ii)	PGCS	Dr. Dinesh Kumar Vishwakarma
(iii)	SACS	Prof. Tanuja Sheorey
(iv)	SPACS	Dr. Atul Gupta
(v)	LCS	Dr. Anil Kumar

It was suggested that the conveners of UGCS and PGCS will work in consultation with Dean, Academic for smooth functioning of Institute Academics. It was also decided that the Convener need not necessarily be a member of the Senate.

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**Senate/2013-14/2.10**

**Inclusion of SACS manual clause 1.1 in UG/PG Rules**

The Senate approved inclusion of SACS manual clause 1.1.1 in UG/PG manual (Manual of Procedures and Guidelines for the Bachelor of Technology Programme/ Postgraduate Programmes). It was also approved to remove this clause from the SACS manual to avoid repetition.

**Senate/2013-14/2.11**

**Moderation of grades**

After discussion, the Senate approved the following regarding moderation of grades.

(a) 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 the 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. The Dean, Academic will be authorized to change the grade as per the recommendations of the Committee/Convener, UGCS/PGCS as the case may be. The changed grades will require authentication of the Chairperson, Senate.

(b) The Convener, UGCS/ PGCS will scrutinize the grades submitted by all the instructors and he /she will be responsible for proposing moderation in grades in cases where there is a large deviation from the normal curve / normal practice is not followed.

(c) Guidelines regarding grading patterns / normal distribution of grades and related issues will be framed by the combined committee of UGCS and PGCS. The Committee shall submit their recommendation within one month.

**Senate/2013-14/2.12**

**Maintaining Academic Records by the Instructor-in-Charge for courses.**

The Senate approved the proposal for maintaining academic records of the students by respective Instructor-in-Charge of courses for a period of one year after the end of the semester. In case, the Instructor-in-Charge is changed/ transferred or leaves the organization the same needs to be handed over to the next Instructor-in-Charge or Head of the discipline.

Senate/2013-14/2.13	Modification in rules related to Warning and Termination for PG students
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The Senate approved the modification in rules related to Warning and Termination for PG students as proposed in Agenda.

Senate/2013-14/2.14	Ratification of approvals given by the Chairperson, Senate
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The Senate ratified the decisions taken by the Chairperson, Senate which was circulated from time to time to the members. It was also informed to the members of the Senate that the proposal for creation of 39 academic positions has been approved by the Board of Governors, which could not be placed before the Senate. It was further informed to the members that the proposal has been sent to the MHRD for approval. The Senate noted the same.

Senate/2013-14/2.15	Any other item with the permission of the Chair.
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**Senate/2013-14/2.15.1 Declaration of period of non-registration by students whose programme have been dropped as void:**

The students whose appeals have been accepted cannot register in the currently running semester due to the following reasons (i) date of registration is over (ii) courses have started and it will be difficult for them to cope with the difficulties and to cover the portion already taught in the classes. The Senate deliberated on the issue and approved as a special case that the period of non-registration in the current semester by the students due to reasons non attributable to the students to be counted as void. This period will be not be counted while considering maximum duration for the purpose of completion of degree.

**Senate/2013-14/2.15.2 Proposal for allowing forward (higher semester) courses to students on academic break.**

A proposal was put up before the Senate for allowing the students on academic break to take up forwarded courses (courses of higher semester). A committee consisting of the Dean, Academic and UGCS members was constituted to study the proposal and to give its recommendations in a time frame of three weeks.

**Senate/2013-14/2.15.3 Proposal for having at least one supervisor from discipline specific for PG students**

One of the members of Senate raised the issue of opting out thesis supervisors from other disciplines by PG students. Dean Academic stated that at present there is no restriction on opting for a thesis supervisor outside the discipline. Members insisted that there must be sufficient contents in the thesis to be qualified for a degree of that discipline. In order to ensure this, it was proposed that atleast one supervisor must be from the concerned

discipline except for the degree programmes which do not fall under a specific discipline. Senate approved the proposal.

**Senate/2013-14/2.15.4 Seat matrix for the Academic Year 2013-14 and 2014-15:**

The seat matrix as proposed by the Dean (Academic) for UG and PG programmes was approved by the Senate (Annexure I).

**Senate/2013-14/2.15.5 Definition of overload:**

Although it is self-explanatory but in order to avoid any confusion Dean Academic proposed the definition of overload in the UG/PG manual. The Senate approved the definition of overload for academic purpose as “any course irrespective of nature (e.g. EMF/lab or theory) opted by a student over and above the normal course load of that semester as detailed in the curriculum will be considered as an overload”.

**Senate/2013-14/2.15.6 Renumbering of Senate Meeting:**

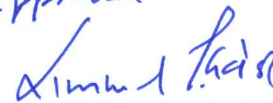
Dean Academic proposed to renumber the Senate meetings as a continuous series numbers instead of the present system of numbering. Senate approved the proposal.

The meeting ended with a vote of thanks to the Chair.

Approved

AOjha  
1-2-2014

forwarded for approval re.



Ram Phal Dwivedi  
Registrar/Secretary

1-2-2014

**Prof. (Ms.) Aparajita Ojha**  
**Chairperson, Senate**

