

Twenty First Meeting of the Senate (Agenda by Circulation)

राष्ट्रीय प्रौद्योगिकी संस्थान,
उत्तराखण्ड

**National Institute of Technology,
Uttarakhand**



**Twenty First Meeting
Of The Senate
(Agenda by Circulation)
National Institute of Technology, Uttarakhand**

S.21.01: To approve the draft Ordinance for Online Teaching and Examinations for Even Semester 2020 due to COVID-19 lockdown.

As per the National directives issued by MHA for COVID-19, all Educational Institutions shall remain closed and shall maintain academic schedules through online/distance/e-learning mode, with an aim to avoid any academic loss to the students.

To tide over this unprecedented situation and timely winding up of current semester a draft Ordinance for Online Teaching and Examinations in NIT Uttarakhand is prepared and enclosed as **Annexure S.21.01**.

The Senate is requested to deliberate upon and approved the draft Ordinance for Online Teaching and Examinations to be conducted in NIT Uttarakhand.

**Registrar &
Secretary, Senate**

Draft Ordinance

Background and Necessity

As per the National directives issued by MHA for COVID-19 management (**Annexure-I**), all educational institutions shall remain closed and shall maintain academic schedules through online/distance/e-learning mode, with an aim to avoid academic loss to the students.

To tide over this unprecedented situation, the academic schedules need to be revised. In the current semester i.e. Even Semester 2020, the Mid-term Exam-II was scheduled from 18th to 20th March, 2020 which could not be conducted because of the current scenario. The course contents will be completed by the course coordinators on or before 29th April 2020 as per Academic Calendar, Even Semester, 2020, but the scheduled End Term Examination from 4th May, 2020 onwards cannot be conducted at campus in this situation. To deliberate upon the above issues, the Deans Committee under the chairmanship of Hon'ble Director conducted a meeting on 20th April 2020 and recommended for online End Term Examination. The minutes of the meeting are enclosed as (**Annexure-II**). However, in the absence of specific guidelines in Ordinances for online examination, the followings proposals are submitted before Senate for approval to wind up the current semester in time.

Ordinance for Online Teaching and Examinations

This special Ordinance is proposed in the interest of the Institute and continuing the education in an unprecedented situation without diluting the teaching, learning and evaluation process and covers all deviation from the established Rules and Ordinances.

- A.** National Institute of Technology, Uttarakhand is adopting a special Academic Ordinance for addressing the Academic emergencies and resorting to Online Teaching-Learning process during the lockdown period. The faculty members shall continue delivering the e-Content to the registered students as per notice no. vide NITUK/Acad./20/044 dated 20th March, 2020 (**Annexure-III**) and finish the syllabi of all offered courses in the current semester on or before 29th April, 2020 as per Academic Calendar, Even Semester-2020.
- B. Course Code and Credit System** – The Course Code and Credit System to be followed will be as per the existing Ordinance.
- C. Attendance Requirement** – A total of 40 teaching days out of schedule 58 teaching days were held before lockdown occurred and the rest of the teaching days have been covered by imparting instructions through online teaching mode. Full credit of the online attendance will be granted to all the student for the full duration of lockdown period and therefore, the attendance requirement shall be assessed accordingly as per the existing rules. As per the Ordinance, student has to attend at least 75% classes to become eligible to appear in End Term Examination.
- D. Teacher Assessment Component** – The weightage of Teacher Assessment Component will include the teaching assessment given before the lockdown period

and teaching assessment component after the lockdown period. The Teaching Assessment Component will be graded as per the existing ordinance and will be credited based on the tests, quizzes, assignments, seminars, and group discussions etc. for both the periods i.e. before the lockdown and after the lockdown.

E. Mid Term Exam II – There will be no Mid Term- II examination. Regular assignments should be part of any course instructions. However, during the complete duration of the Online instructions, which are imparted during this lockdown period, the Course Coordinator should over and above conduct quizzes (minimum two) and Mid Term Exam-II marks will be accordingly evaluated based on such Quizzes (average of at least two evaluated quizzes). The overall weightage of Mid Term Exam II will be as per the existing Ordinances only.

F. End Term Examination (L Type Course) – The examination may be conducted through online mode from 11th May, 2020, and below mentioned points must be followed strictly:

F1. End Term Examination in each course will be conducted from the complete syllabus of the Course.

F2. End Term Examination may be conducted as Open-Book Exam. As Open-Book Exams can test the ability to quickly find relevant information and then to understand, analyse, apply knowledge, and think critically. In this Exam, limited time with varying degrees of access to resources and references may be allowed. Questions should be framed on the standards of Open-Book Examination (Using Bloom`s Taxonomy).

F3. Question Paper should be prepared in line with Bloom`s Taxonomy. Not less than 75% of the questions should be framed from Levels of Analysis, Synthesis, and Evaluation as per Levels mentioned in **(Annexure-IV)**.

F4. Multiple sets of Question Papers should be prepared by the Course Coordinator (one set of Question Paper for every 20 students). The difficulty level of the different sets should be the same.

F5. All Question Papers should be subjective and should be set for 40 marks and the time duration will be 2 hours. If a course requirement is for 50 or 60 marks End Term Exam, the marks obtained in 40 marks End Term Exam may be extrapolated.

F6. Course Coordinator should allow the students and accept the Answer Sheets till after 10 minutes of the examination time, to grant the students the time to scan or attach file in email.

F7. Course Coordinator should forward Question Papers to the students 30 minutes before scheduled time through Email with a copy to Head of Department and Department Exam Coordinator. Question Paper should be password protected and the same should be shared by the Course Coordinator with all the registered students just 5 minutes before the examination time. This will ensure that students will have enough time to download the Question Paper.

F8. The students will have to solve the paper on A4 size or blank pages. Each page should bear their Name and Enrolment No/Roll No. on top of each page.

F9. Students should be instructed to answer each question in their own words and own handwriting. Course Coordinator should penalise the students by deducting the marks whose answers are adjudged to be copied. The instructions related to the same should be given in the Question Papers and prior information should also be shared with the students by Academic section.

F10. Students are required to send back the handwritten scanned/photographed answer sheets by e-mail only, to the Course Coordinator. In case any students facing difficulty in accessing e-mail, the Course Coordinator may take a decision to receive the answer sheet from that students by other digital modes.

F11. Course Coordinators should convert all answer sheets into a single pdf file which must be graded by the Faculty, using pdf tools. The checked copy has to be shared with the respective students.

F12. All records created during the online course of instructions and examinations should be maintained properly and preserved by the respective Course Coordinators.

G. Evaluation of P-Type Courses – For Practical Type Courses, the marks distribution as per Ordinances is as follows:

Exam.	Marks Distribution
Mid Term-I and II	60-75
End Term	25-40

However, only Mid Term Exam-I was conducted for these courses. Due to lockdown the Mid Term-II exam could not be conducted. Therefore, it is proposed to conduct online assignments/quizzes/viva of equivalent marks instead of Mid Term Exam-II. End Term written examination may be conducted online for these courses where students may be asked to write down the theory of practicals and different questions on practicals or Quizzes as usually asked in viva.

H. Evaluation of D Type Courses – Due to the current scenario, most of the B.Tech. and M.Tech. students may not be able to complete the experimental works of the Project. Such students may be awarded 'KK' Grade and they may be allowed to submit the complete report till 31st October 2020. Other students, who will submit the complete Project Report, will be evaluated through online presentation.

I. Registration for ODD Semester 2020 – Online Registration may also be conducted through Google Forms/Soft Copy of Registration Form by mailing the same to each and every student of the Institute.

J. The following modifications in the Academic Calendar are proposed:

1.	Registration for ODD Semester 2020	25 th – 27 th April, 2020
2.	Last date of Online Learning/Teaching	29 th April, 2020
3.	Display of Attendance	30 th April, 2020
4.	Display of Internal Marks	06 th May, 2020
5.	Display of Grades for P & V Courses	07 th May, 2020
6.	End Term Exams (Online)	11 th – 19 th May, 2020
7.	Last date of Showing Answer Sheets / Response Sheets	22 nd May, 2020
8.	Committee Meeting for Finalization & Display of Grades	24 th May, 2020
9.	Last date for Grievance	25 th May, 2020
10.	Registration for Supplementary Exam	25 th May, 2020
11.	Supplementary Exam (Online)	29 th – 30 th May, 2020
12.	Last Date of Showing Answer Sheets / Response Sheets (Supplementary Exam)	01 st June, 2020
13.	Display of Grades (Supplementary Exam)	02 nd June, 2020
14.	PhD RPC Presentation (Online)	11 th – 15 th May, 2020

K. Practical Training

As per the B. Tech Ordinances of the Institute (Clause 4.9 (d)), Practical Training is a Non-Credit Departmental Core Course (XXT201) to be done typically in the Summer Semester following Sixth Semester. The duration for Practical Training must be 4 Weeks (minimum), preferably in an Industry or R&D Institution in India.

However, due to the unprecedented situation created by COVID-19, it is neither possible nor advisable for the students to undergo the Practical Training, in person. It is proposed to replace “In Person Practical Training” with “Online Training Activities” which the students can attend online from their homes by following the instructions of Lockdown and Social Distancing.

The following points may be followed:

K1. The Course Coordinator of Practical Training along with Head of the respective Departments should find the suitable Online Training Programs which may be useful to the students in the context of value addition to the knowledge of the students and catering the needs of Industry on the platforms like '<https://internshala.com/>' etc. Course Coordinators and Head of the respective Department may explore more platforms like these and share with the students. The List of such courses should be provided by the Course Coordinator of the Practical Training, to the students in consultation with the Head of the respective Department.

K2. Relevant Courses available on various online platforms like SWAYAM, NPTEL lecture, NPTELSWAYAM should be explored and shared with the students.

K3. It must be ensured that Courses offered should not be from the normal Curriculum of the Degree Program.

K4. The students should be asked to obtain permission from Training & Placement Cell and Head of respective Department to opt for such Training/Course before joining Online Training Activity.

K5. The evaluation of the Practical Training Course shall be as per prevailing practice, i.e., on the basis of Report and Certificate of Completion submitted by the student followed by Seminar/Presentation by the student at the start of ODD Semester – 2020.

K6. The Online Training shall be completed before the commencement of Odd Semester – 2020.