

**Ninth Meeting of the Senate  
National Institute of Technology, Uttarakhand**

Date: 13<sup>th</sup> May, 2017

Time: 06:00 PM

Venue: Committee Room, NIT Uttarakhand

**Agenda**

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Registrar  
Secretary, Senate

## **Ninth Meeting of Senate of NIT, Uttarakhand**

### **Agenda Items**

#### **S. 09.01 Confirmation of the Minutes of the Eighth meeting of the Senate.**

The minutes of the Eighth meeting of the Senate held on 1<sup>st</sup> October 2016 are enclosed as **Annexure S09.01**.

The Senate is requested to confirm the Minutes.

## S. 09.02 Actions Taken Report.

The Action Taken Report on the minutes of the eighth meeting of the Senate is as under. The Senate is requested to note the same.

<b>Agenda Item No.</b>	<b>Agenda Item</b>	<b>Action Taken</b>
S.08.04	Conferment of the B. Tech. Degree on graduating students in the Convocation.	Noted for implementation
S.08.05	To approve the list of Academic Excellence Awardees.	Noted for implementation
S.08.06	To consider the rules for eligibility of Academic Excellence Awards.	Noted for implementation
S.08.07	Adoption of New Credit System with retrospective effect.	Implemented
S.08.08	To consider Internship for three months.	Deferred
S.08.09	Character Certificate to the Students.	Implemented
S.08.10	To approve the Academic Calendar 2017.	Implemented
S.08.11	To consider the rounding-off in awarding marks.	Implemented
S.08.12	To reduce minimum credit for a course from 1.0 to 0.5.	Implemented
S.08.13	Revision in the descriptions of JJ Grade in a Course.	Implemented
S.08.14	To consider case of three students who have not completed credit requirement.	Implemented
S.08.15	To consider the extension for Introduction of Course on Innovation & Design.	Noted for implementation
S.08.16	M.Tech. Programme for non-teaching Staff of the Institute.	Noted for implementation
S.08.17	Date of registration of Ph.D. Programme.	Implemented
S.08.18	Registration for National Academic Depository (NAD), an initiative taken by MHRD.	Deferred
S.08.19	Ratification of notes approved by the Chairman Senate.	Implemented
S.08.20	Items (A) to (K) tabled with the permission of Chairman, Senate.	Implemented

### **S. 09.03 Framing of rules for M. Tech. Dissertation.**

As approved in the Seventh meeting of the Senate held on 13<sup>th</sup> March 2016, Institute has started M. Tech. programme in Five Departments with two Specializations in each.

Presently, Institute Ordinances, Rules and Regulations (UG and PG Programme) are silent on Rules for M. Tech. Dissertation.

Following rules are proposed for M. Tech. Dissertation:

- Each student shall be given a topic for his Project Phase I and Project Phase II before last date of registration for the third semester and fourth semester respectively.
- BPGS shall appoint supervisor(s) for each M.Tech. student immediately after the registration of the third semester i.e. before starting of the examinations of the second semester .
- In addition, co-supervisor(s) from the same Department/other Department may be opted by the supervisor with the approval of the BPGS.
- Co-supervisor may be selected from outside the Institute. A prior approval for the same is required from the Chairman Senate after due recommendations of BPGS and Dean Academic/Associate Dean (Academic). The DPGC must ensure that the supervisor has recommended the case by justifying, as to how the inclusion of co-supervisor will facilitate better research work. Also, the written consent of the proposed co-supervisor must be attached with the recommendations.
- A faculty member appointed as M.Tech. Supervisor is normally expected to be available to the student in the Institute till the thesis is submitted. Whenever a Supervisor leaves the Institute permanently/temporarily, the BPGS shall make alternative arrangements for guidance during the supervisor's absence.
- Schedule for Project Assessment and Course Evaluation shall be as per Project Based Course (D type course). Performa-I and Performa-II for Project Based Course Evaluation are attached as **Annexure S09.02.**
- Students are required to submit spiral/soft bound copies of the dissertation to the Supervisor at least two week prior to date of defense. Modified/corrected Dissertation should be submitted, to the Committee for examination, at least one week prior to the date of defense.

- The viva-voce is to be conducted under the arrangements of the respective Department.
- If a student does not appear in the viva-voce within the given time period, his/her programme would be deemed to have been terminated. Request for reinstatement in the programme by such student should be addressed to the Chairman, Senate. After the approval from the authority viva-voce may be conducted again. In case student does not appear second time, the thesis submitted by the student shall be rejected.
- After the viva-voce, the modifications suggested if any, by the viva-voce Board, should be incorporated in the Dissertation and then four/five number of hard bound copies and softcopy (preferably PDF on CD/DVD) should be submitted to the Department.
- Final grade reports are to be sent by the panel of examiners to the Academic Section on completion of viva-voce.
- In case a student gets a fail grade in the Project Phase I/Project Phase II, he/she should carry out additional work/modifications etc. as suggested by the panel/committee. Student is required to appear again for assessment before the panel/committee within one month from the date of previous assessment. No grade restriction will be imposed for delayed presentation/re-examination (if a fail grade is obtained in the first presentation).
- Procedure for awarding grades in Seminar, Project Phase I and Project Phase II shall be Absolute Grade System.
- The composition of Committee for Evaluation is as under:

Project Phase I

- i) Chairman (HoD)
- ii) Supervisor(s)
- iii) One Internal Examiner

Project Phase II

- i) Chairman (HoD)
- ii) Supervisor(s)
- iii) One Internal Examiner
- iv) External Examiner\*

\* The presence of an External Examiner is mandatory. However, in case of difficulty in finding an External Examiner in the required

areas of specialization, an additional Internal Examiner may be appointed from other Departments subject to the approval of BPGS.

The Senate is requested to consider and approve the proposal.

**Annexure S09.02.**

PROFORMA – I  
(for internal record)

DEPARTMENT OF .....  
NATIONAL INSTITUTE OF TECHNOLOGY, UTTARAKHAND

Candidate Name.....

Roll No.....

Semester.....

Branch..... Specialization .....

Total Credits completed.....

Title of Dissertation .....

.....

Type of Evaluation.....

Date of First Evaluation .....

Evaluation by the Examination Committee

Detail	Marks (%)	Maximum Marks	Marks Obtained	
			In Figure	In Words
Report	20			
Presentation Skill	30			
Domain Knowledge	50			
<b>Total</b>	<b>100</b>			

Signatures of Members of Examination Committee

DEPARTMENT OF .....

NATIONAL INSTITUTE OF TECHNOLOGY, UTTARAKHAND

Candidate Name.....

Roll No.....

Semester.....

Branch..... Specialization .....

Total Credits completed.....

Title of Dissertation .....

Type of Evaluation: Session-End Evaluation

Date of First Evaluation .....

Evaluation by the Examination Committee

Detail	Marks (%)	Maximum Marks	Marks Obtained	
			In Figure	In Words
Report	20			
Presentation Skill	20			
Domain Knowledge	40			
Research Paper*	20			
<b>Total</b>	<b>100</b>			

Absolute Grade Awarded:

Evaluation Component	Evaluation Weightage	Marks Obtained	
		In Figure	In Words
Mid-Session Evaluation -I			
Mid-Session Evaluation -II			
Session-End Evaluation			
<b>Total</b>	<b>100</b>		

Absolute Grade Awarded

Grade:

Grade Point:

Signatures of Members of Examination Committee

\*Guidelines for evaluation in case of Research Paper(s): Published/accepted for publication in Journal/Conference, with the consent of the Supervisor.



**S. 09.04 Framing the general guidelines for Dissertation for M. Tech students.**

Presently, Institute Ordinances, Rules and Regulations (UG and PG Programme) are silent regarding the general guidelines for Dissertation for M.Tech. students. The general guidelines for Dissertation for M.Tech. students are proposed and attached as **Annexure S09.03.**

The Senate is requested to consider and approve the proposal.

**FORMAT OF DISSERTATION**

**Preliminary pages (page i, ii, iii...):**

- Inner Title page
- Certificate
- Acknowledgement
- Abstract
- Table of contents
- List of tables
- List of figures
- List of abbreviations

**The main body (pages 1, 2, 3...) is divided as follows:**

- Introduction
- Literature Review
- Materials and Methods
- Results and Discussion
- References
- Appendices

**DESCRIPTION OF THE DIFFERENT SECTIONS OF A DISSERTATION**

**General guidelines**

- An established font of 12 Times New Roman and paragraph style must be followed consistently throughout the Dissertation. No hand written Dissertation will be accepted.
- Type 1½ space throughout the text.
- Margins: 38 mm from the left edge of the paper, 25mm from the top, bottom and 25mm right edge for A4 size paper.
- Units and symbols should conform to the international system of units.

**Outer Title Page (As attached)**

- Title of Dissertation.
- M. Tech Dissertation.
- Name of student.
- Institute logo
- Place of submission.
- Month and year of submission (Example: May, 2018).

**Inner Title page (As attached)**

- Title of Dissertation.
- The following statement must also appear: A Dissertation submitted in partial fulfillment of the MASTER OF TECHNOLOGY in ----- (For Example: Specialization).
- Name of student with Roll. No.
- Institute logo
- Place of submission.
- Month and year of submission (Example: May, 2018).

### **Candidate's Declaration (As attached)**

#### **References**

The references should be given at the end of the Dissertation preferably in alphabetic order of the authors' names. Entire reference list should be typed in single line spacing (IEEE format example listed below).

[1] P. Singh and A. P. Gupta, "Stereophonic acoustic echo cancellation—An overview of the fundamental problem," *Construction and Building Materials*, 68(8), 948-963, 1980.

#### **Binding**

The student should submit the copies of the Dissertation in a fully bound form (soft cover) for evaluation of their Ph. D. After the acceptance of the Dissertation and Viva-voce examination, it is the student's responsibility to get the Dissertation properly bound for depositing the copies in the Department.

Front Cover Color: Blue

Cover Lettering

Front : Embossed in gold

Side : Embossed in gold

#### **Title Page specification (As attached)**

- An established font of Times New Roman
- Margins: 38 mm from the left edge of the paper, 25mm from the top, bottom and right edge for A4 size bond paper.
- Title of Dissertation. (16 + Bold & Single Space)
- M.Tech Dissertation (Below the title these words will have 12 + Bold)
- Name of student (12 + Bold)
- Institute logo (1.75" by 1.75")
- Place of submission. .( 14 + Bold and Single Space)
- Month and year of submission (14 + Bold and Single Space)

**Chapter 1 (Font size 22, Times New Roman, Italic, 5cm from top)**

**Title of the Chapter (Font size 22, Times New Roman, Bold).**

**Section (Font size 18, Times New Roman, Bold)** One line spacing (one enter before section title) before section title.

**Subsection (Font size 14, Times New Roman, Bold)** One line spacing (one enter before section title) before sub section title.

**Subsubsection (Font size 12, Times New Roman, Bold)** One line spacing (one enter before section title) before sub section title.

Entire write up should be in Times New Roman, Font size 12, with line spacing 1.5 and should be justified.

**Page layout** – left margin – 3.8cm, top margin – 2.5cm, Bottom – 2.5cm, right margin – 2.5cm.

Pages containing title of the chapters should have top margin – 5cm

Spacing between Chapter No. and chapter title should be 2.5cm (approx. 3 line spacing)

Spacing between Chapter title and text should be 2cm (approx. 2.5 line spacing)

**Note:** (i) **Final Printing should be on a bond paper.** (ii) **Every Chapter should start from new page** (preferably from the right hand side page).

**M.Tech.  
Dissertation**

**<Name of the Candidate>**

**<Month  
Year>**

**<TITLE>**

**M. Tech Dissertation**

**by**

**<CANDIDATE NAME>**



**DEPARTMENT OF CIVIL ENGINEERING  
NATIONAL INSTITUTE OF TECHNOLOGY, UTTARAKHAND  
SRINAGAR, PAURI, GARHWAL  
UTTARAKHAND – 246174**

**<Month, Year>**

<TITLE>

A Dissertation

*Submitted in partial fulfillment of the  
requirements for the award of the degree*

*of*

MASTER OF TECHNOLOGY

*in*

<TRANSPORTATION ENGINEERING>

*by*

<CANDIDATE NAME>  
<Roll. No. >

*Under the guidance of*  
<Dr.....>



DEPARTMENT OF CIVIL ENGINEERING  
NATIONAL INSTITUTE OF TECHNOLOGY, UTTARAKHAND  
SRINAGAR, PAURI, GARHWAL  
UTTARAKHAND – 246174

<Month, Year>

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**NATIONAL INSTITUTE OF TECHNOLOGY,  
UTTARAKHAND**

**CANDIDATE'S DECLARATION**

I hereby certify that the work which is being presented in the Dissertation entitled <TITLE> in partial fulfillment of the requirements for the award of the Degree of Master of Technology and submitted in the Department of <Civil Engineering> of the National Institute of Technology, Uttarakhand is an authentic record of my own work carried out during a period from <Month, Year> to <Month, Year> under the supervision of < Name >, Assistant Professor, Department of Civil Engineering.> National Institute of Technology, Uttarakhand.

The matter presented in this Dissertation has not been submitted by me for the award of any other degree of this or any other Institution.

( )  
Candidate name and signature  
Roll. No.: .....

This is to certify that the above statement made by the candidate is correct to the best of my knowledge.

( )  
Supervisor

Date:

**S. 09.05 Revision of the leave rules and scholarship rules for M. Tech. Students.**

As per Institute's Ordinances, Rules and Regulations

***"9.1. Leave rules and scholarship rules for M.Tech. Students:***

*(ii) If a student is absent in even one class/lab, it shall be treated as absent for the whole day."*

However, generally 3 to 4 lectures are scheduled per day for the post graduate students. If a student is absent in one class/lab and remains present in all other classes/labs of the day, he/she is considered absent for the whole day and scholarship amount for that day is deducted, which is unjustifiable.

It is proposed to remove the rule no. 9.1(ii) from the Institute Ordinances, Rules and Regulations.

In addition, some modifications are also proposed in **Leave rules and scholarship rules for M.Tech. Students**, as under:

(a) Present Rule: *"9.1(i) It is mandatory for all the students to attend all the classes (lectures/tutorials/practicals) and labs."*

Be modified as:

*"9.1(i) All students must attend every lecture, tutorial and practical class. However, rules regarding attendance shall be as per rule no.3.18."*

(b) Present Rule: *"9.1(iii) Total 30 days leave per calendar year is admissible to the M.Tech. student on pro rata basis @ 2.5 day leave per month. Leave shall be accumulated till the end of the calendar year and carried forward to the next calendar year till completion of M.Tech. programme or up to two years whichever is earlier."*

Be modified as:

*"9.1(iii) Total 30 days leave per calendar year shall be admissible to the M.Tech. student, out of which 12 days leave shall be admissible during Autumn Semester and 18 days leave shall be admissible during Spring Semester."*



*This leave shall be treated as Casual Leaves. Leave admissible in semester will not be carried forward to the next semester. This leave shall be applicable for the first four semesters only."*

The proposed modifications shall be applicable from the Academic Year 2017-18.

The Senate is requested to consider the proposal and approve the Revision of the Leave rules and scholarship rules for M. Tech. Student.

## **S. 09.06 Issues related to the course requirement for Ph. D Programme.**

As per Institute's Ordinances, Rules and Regulations for Ph.D. rule 3.1, *"Candidate registered for Ph. D. Programs shall be required to complete two Audit courses of four-credit each as XXL601 (Communication skill) and XXL602 (Research Methodology). Candidates having a M.Sc/M.A. or equivalent degree are required to complete a minimum of 24 credits. Relaxation up to 12 credits in the course work can be considered for those with M.Phil. Degree. M.Tech. or equivalent degree holders are required to complete a minimum of 12 credits."*

Institute started Ph.D. programme from Spring Semester 2014. Eleven Ph.D. scholars (07 full time and 04 part time) were enrolled. However, Departments could not design and offer any 600 level courses. Therefore, for no fault of enrolled Ph.D. Scholar, they could not fulfill the requirement of audit courses as per the Ordinances.

Some Ph.D. scholars have completed Audit courses of 400 level in Research Methodology and/or Communication skill, whereas as per the Ordinances, the requirement was of 600 level courses.

It is also observed that some students have completed a minimum requirement of 24/12 credits by doing 400 level credit courses in Research Methodology and/or Communication skill.

Now, to resolve the above issue, it is proposed that:

- (i) Syllabus of two Audit courses namely XXL601 (Communication skill) and XXL602 (Research Methodology) shall be prepared by the Department of Sciences and Humanities with slightly different titles and have it approved from BoS and Senate. These courses shall be offered in Summer Term 2017 for the Ph.D. scholars enrolled in 2014 to 2016 to fulfill their Audit courses requirement as per Ordinances.
- (ii) The courses so offered in XXL601 (Communication skill) and XXL602 (Research Methodology) may have syllabus with more than 60% overlap with existing 400 level courses of respective title, which the enrolled Ph.D. scholars have already undergone as credit course. Therefore, to complete their requirement of 24/12 credits, some other courses are required to be offered by the respective Department in Summer Term 2017 for those

scholars who have already completed the requirement of 24/12 credits by doing 400 level courses offered in Research Methodology and/or Communication skill, as same course cannot be considered against credit requirement.

The Senate is requested to consider and approve the proposal.

**S. 09.07 Revision of rates of Ph.D. Scholarship.**

Guidelines regarding revision of rates of Ph.D. scholarship and other service conditions have been received from Department of Higher Education, Ministry of Human Resource and Development vide Letters F.No.17-2/2014-TS.I, dated 18<sup>th</sup> February, 2015 and 2<sup>nd</sup> March, 2015.(Letters attached as **Annexure S09.04**)

It is proposed to implement the guidelines received vide above mentioned letters for Full Time Ph.D. scholars admitted in the Institute.

The Senate is requested approve implementation of the proposal.

**S. 09.08 Provision to offer Ph. D. Programme for Project Staff of the Institute.**

In pursuance to Para 5 of MHRD, Department of Higher Education letter F.No.17-2/2014-TS.I dated 18<sup>th</sup> February, 2015 (**Annexure S09.04**), to encourage the project staff or JRF/SRF for higher degree, it is proposed to register project staff or JRF/SRF for Ph.D. programme in the Institute.

The rules for admission of project staff or JRF/SRF for Ph.D. programme shall be as follow:

- (i) The project staff or JRF/SRF who satisfies the eligibility qualification may be considered for admission to the Ph.D. programme as part time scholar.
- (ii) The selection procedure shall be same as for full time Ph.D. programme.
- (iii) The other rules and regulations regarding attendance, fees, course work, degree requirement etc. shall be same as applicable for the part time Ph.D. Scholars as mentioned in Ordinances, Rules and Regulations for Ph.D.
- (iv) The tuition fee may be reimbursed to the scholar from the contingency grant sanctioned under the project.

The Senate is requested to consider and approve the above proposal.

**S. 09.09 Revision of the number of seats in each discipline.**

Ministry of Human Resource Development, Department of Higher Education has communicated vide his letter F.No.35-1/2014-TS.III dated 17<sup>th</sup> February, 2017, asking the Senate to revise the number of seats in each discipline in the Institution based on review of the vacant seats for the last three years, available employment opportunities, the national requirements, available infrastructure/ faculty and scope for future.

In this regard, details of vacant seats of last three years are attached as **Annexure S09.05**. As number of admissions in the each year since 2013 through JoSAA are more than 73% in each discipline. It is proposed that the total numbers of sanctioned seats may be kept same.

The Senate is requested to consider and approve the proposal.

## **S. 09.10 Revision of Attendance Rule.**

As per Institute Ordinances rule 3.18.8(1), relaxation in attendance will be permissible on loss of classes on account of participation in inter NIT, state or country level sports event(s), subject to the limit of 5% of the total classes engaged in the specific course. The relevant record about student's participation for this purpose, as authenticated by the Sports section will be considered for the purpose of the above mentioned relaxation in attendance.

The rule only permits students for sports activities. In case, if Institute promotes the students for its representation in various activities other than sports, it is proposed that they may also be given relaxation in attendance subject to the limit of 5% of the total classes engaged in the specific course. The same may be authenticated by the concerned Department/Section.

Therefore the proposed modified rule is as under:

***Rule 3.18.8(1) loss of classes on account of participation in inter NIT, state or country level sports events and Institute/Ministry promoted events, subject to the limit of 5% of the total classes engaged in the specific course. The relevant record about student's participation for this purpose, as authenticated by the concerned Department/Section will be considered for the purpose of the above mentioned relaxation in attendance.***

The Senate is requested to consider the proposal and approve the Revision in Attendance Relaxation Rule.

## **S. 09.11 Increase of annual intake of Ph.D. scholars.**

As approved in the fifth meeting of the BoG (item 05.09), Institute has started Ph.D. Programme from Spring Semester 2014 with annual intake of 10 seats.

At present there are 22 Faculties having Ph.D. Degree. Keeping in view the research growth of the Institute, it is proposed to increase the annual intake of Ph.D. Scholars from 10 seats to 25 seats.

The Senate is requested to consider and approve the proposal.

**S. 09.12 Nomination of two faculty members to the Board of Governors.**

As approved in the first Senate meeting held 26<sup>th</sup> May, 2013, two representatives from amongst the faculty are to be nominated on the Board of Governors by the Senate.

Following faculty members are proposed to be nominated on the Board of Governors as representative, from amongst the faculty of the Institute, for the period of one year:

1. Dr. Navjot Singh, Assistant Professor, Deptt. of CSE.
2. Dr. Anshul, Assistant Professor, Deptt. of MEC.

The Senate is requested to consider and approve the proposal.

**S. 09.13 Ratification of notes approved by the Chairman Senate.**

Some urgent issues as listed below were discussed with the Chairman, Senate and his approvals were obtained. The details of approvals are as under and enclosed as **Annexure S09.05**.

<b>S. No.</b>	<b>Name of the Noting</b>
1.	Format of Semester wise report card for Ph.D. Scholars.
2.	Format of Semester wise Report Card of M.Tech. Students.
3.	Regarding Institute Identity Number of the students.
4.	Approval for updated semester wise report card.

The Senate is requested to ratify the same.

**S. 09.14 Any other item with the permission of Chairman, Senate.**

Registrar  
Secretary, Senate