

# MINUTES OF THE 31<sup>st</sup> MEETING OF THE SENATE (BY VIDEO CONFERENCING) HELD AT 03:00 PM ON 09<sup>th</sup> June, 2022 AT NIT UTTARAKHAND, SRINAGAR (GARHWAL)

The following members of the senate were present:

1. Prof. Lalit Kumar Awasthi, Director, NITUK	- Chairman
2. Prof. Mannar Ram Maurya, IIT Roorkee	- Member
3. Prof. Gian Bhushan, NIT Kurukshetra	- Member
4. Prof. Vinita Mohindra, MANIT Bhopal	- Member
5. Dr. Hariharan Muthusamy, Dean (R&C)	- Member
6. Dr. Lalta Prasad, Dean (Acad.)	- Member
7. Dr. Gurinder Singh Brar, Dean (P&D)	- Member
8. Dr. Dharmendra Tripathi, Dean (FW/SW)	- Member
9. Dr. P.M. Kala, Registrar	- Secretary
10. Dr. Kranti Jain (HoD, Dept. of Civil)	- Special Invitee
11. Dr. Kamal Kumar (HoD, Dept. of CSE)	- Special Invitee
12. Dr. Sourav Bose (HoD, Dept. of Electrical)	- Special Invitee
13. Dr. Sarika Pal (HoD, Dept. of Electronics)	- Special Invitee
14. Dr. Pawan Kumar Rakesh (I/c HoD, Dept. of Mechanical)	- Special Invitee
15. Dr. Manvendra Singh Khatri (HoD, Dept. of Physics)	- Special Invitee
16. Dr. Rampal Pandey (HoD, Dept. of Chemistry)	- Special Invitee
17. Dr. Kuldeep Sharma (HoD, Dept. of Mathematics)	- Special Invitee
18. Dr. Renu Dangwal, (HoD, Dept. of English)	- Special Invitee
19. Mr. Mohit Gupta (BT18MEC007)	- Special Invitee
20. Mr. Hare Shankar Kumhar (MT20MEC001)	- Special Invitee
21. Mr. Ankit Uniyal (DT17EEJ001)	- Special Invitee

At the outset, Secretary welcomed the Hon'ble Chairman, Senate, members of the Senate and the Special Invitees and requested the chairman to preside over the 30<sup>th</sup> meeting of the Senate. All members were greeted warmly by the Chairman.

The Senate discussed the agenda and resolved as under:

## **S.31.01: Confirmation of the Minutes of the 30<sup>th</sup> Meeting of the Senate.**

Minutes of the 30<sup>th</sup> meeting of the Senate are enclosed as **Annexure S 31.01**.  
The Senate is requested to confirm the Minutes.

**Resolution: Confirmed.**

## **S.31.02: Action Taken Report.**

The Action Taken Report is as below:

Agenda Item No.	Agenda Item	Action Taken
S.30.02	Action Taken Report.	Noted
S.30.03	Conferment of B. Tech. (2017 batch) & M.Tech. (2019 Batch) Degree to eligible students.	Implemented



S.30.04	Award of minor Degree to Eligible Students of Batch 2017-2021.	Implemented
S.30.05	Conferment of Ph.D. Degree to eligible students.	Implemented
S.30.06	Conferment of Academic Excellence Awards to B.Tech. 2017 Batch and M.Tech. 2019 Batch	Implemented
S.30.07	To approve the paper for degree certificate having five security features instead of seven security features.	Implemented
S.30.08	To approve the Minutes of 16th, 17th and 18th Senate Post Graduate Board (SPGB).	Noted
S.30.09	To start the National Service Scheme (NSS) program in the institute.	In Process
S.30.10	Regarding Implementation of Multiple Entry Multiple Exit and Academic Bank Credit as per NEP 2020.	Noted
S.30.11	To approve the request of the students to cancel their admission in respective programmes.	Implemented
S.30.12	To cancel admission of the students who are continuously absent from the institute.	Implemented
S.30.13	Regarding the conversion of PhD programme from full time research scholar to part time research scholar.	Implemented
S.30.14	Regarding reallocation of the supervisor in case of Ph.D. students guided by Dr. Anshul Sharma	Implemented
S.30.15	Regarding uploading of full text Ph.D theses in Shodhganga, a repository of full text theses and dissertations	Under Progress
S.30.16	Regarding adoption of DigiLocker platform.	Implemented
S.30.17	Regarding approval certificate for NET Exemption.	Implemented
S.30.18	Regarding the course work for students admitting in Ph.D. Program in Even Sem 2022.	Implemented
S.30.19	Regarding the name of department of Physics, Chemistry and Mathematics in Hindi.	Noted
S.30.20	Regarding recruitment of the adjunct faculty in all the departments.	Noted
S.30.21	Regarding starting of Self-sponsored M.Tech. Programme.	Implemented
S.30.22	Item for ratification.	Noted

The Senate is requested to note the same.

**Resolution:** **Noted.**

**S.31.03: Regarding Casual Leave for M.Tech Students and PhD Research Scholars and official duty (OD) leaves for PhD Research Scholars.**

With reference to Senate Resolution S.30.08 "Senate recommended that scholars will get leave as per the Ministry of Education guidelines. If the scholar wants to avail extra leave, he/she has to surrender his/her scholarship/stipend for the leave period."

However, as per the Ministry of Education letter no. F No.:12-2/2019-U1 dated 31st January 2019 (**Annexure S 31.02**), JRF/SRF are eligible only for Casual Leave. However, there are no guidelines regarding number of Casual leave, a Student can



avail. As per **Annexure S 31.02**, Leave provision of other institutes are as below:

S. No.	Guidelines of the Institute	Leave Rules
1.	UGC	30 days of leave in a year in addition to public holidays.
2.	CSIR	30 days of Leave for each completed year of tenure.
3.	NIT Jalandhar	<ol style="list-style-type: none"> <li>1. 8 Casual Leave (CL) and 2 Restricted Holiday (RH) in a calendar year.</li> <li>2. Medical leave up to 20 days in a Calendar Year.</li> <li>3. On duty Leave for 30 days per year for various purposes like meeting experts at other places, presentation of research papers/participation in the conferences/ short term courses/symposiums etc., getting samples tested from other laboratories using the lab facilities elsewhere if the same is not available at NIT Jalandhar, etc.</li> <li>4. If a Research Scholar under Joint-supervision with an External Supervisor from Industry/Research Laboratory/Institute needs to visit his/her External Supervisor for experimental work/data collection, the student can avail a total of 180 Long Duty Leave for his research work in the entire duration of Ph.D.</li> </ol>
4.	NIT Warangal	<ol style="list-style-type: none"> <li>1. Casual leave of 15 days and medical leave of 15 days in a year.</li> <li>2. Special leave of 10 days in an academic year to collect data for his research/ carry out part of his research in an Industry/ R&amp;D Lab or to present papers in conferences.</li> </ol>
5.	NIT Hamirpur	<ol style="list-style-type: none"> <li>1. Annual Leaves of maximum 15 days in an academic year, excluding Institute's holidays; out of which 7 days at a time will be allowed.</li> <li>2. Medical Leave of maximum 15 days in an academic year in addition to annual leaves.</li> <li>3. On-duty Leave of maximum 03 months for Paper presentation in a conference or attending Short Term Course (STC)/Workshop within the country, for data collection, field survey and experimental studies in entire Doctoral Programme.</li> </ol>

Considering the leave rules of CSIR, UGC and other institutes; it is proposed that Casual leave of 15 days and Medical Leave of 15 days in an academic year



excluding institute's holiday may be given to the M.Tech and Ph.D Research Scholars of the Institute.

Further, Several Institutes such as NIT Jalandhar, NIT Hamirpur, etc. have provisions for Ph.D. students to work outside the Institute for their Ph.D. thesis. A copy of the same is enclosed as **Annexure S 31.03**. Due to the lack of proper instrument facilities, sometimes Ph.D. students are required to do the analysis of their samples from other Institute. Therefore, in case of requirement to work outside the Institute for sample analysis, official duty (OD) leaves may be permitted to the Ph.D students on the following terms and conditions:

1. Maximum 90 days of OD leaves may be allotted to the Ph.D student in the entire duration of Ph.D program for working outside the Institute including sample analysis.
2. The leaves may be granted in one spell or multiple spell based on the recommendation of the Supervisor for approval of the appropriate Authority.
3. The consent of the supervisor of the host Institute is required in this regard.
4. Intermediate Saturday and Sunday will also be counted as OD leaves except prefix and suffix.
5. This is applicable to the Ph.D. students after confirmation of the Ph.D registration.
6. The duly verified attendance sheet of the student for that period should be sent by the faculty of the host Institute and the same should be recommended by the Supervisor for disbursement of his/her fellowship.
7. However, the student has to be present at Institute for RPC seminar as per the Academic Calendar.
8. No TA/DA will be given to such students.

The OD leaves form for project work and data analysis is enclosed as **Annexure S 31.04**.

The Senate is requested to deliberate upon the above matter.

**Resolution:** The Senate resolved that M.Tech. students and Ph.D. research scholars will get Casual Leave (CL) of 8 days, Restricted Holiday (RH) of 2 days and Medical Leave of 15 days in a calendar year, excluding Institute's holidays. The M.Tech. Students and Ph.D. research scholars will also be eligible for Special Duty Leave of 10 days in a calendar year to present research papers in conference/symposium/Sample analysis from other institutes/Workshop/STTP/STC, etc.

Further, if Ph.D. research scholars need extra leave for field survey and experimental studies, Research Progress Committee (RPC) of the student will look into the matter and will give their recommendation for number of leaves as requested by the student for approval of the Chairman, Senate.

37



**S.31.04: To approve the request of the students to cancel their admission in respective programmes.**

Following students have requested to cancel their admission in respective programmes:

Sl. No.	Roll No.	Name	Programme	Department
1.	BT21MEC013	Deepesh Kumar Meena	B.Tech. in Mechanical Engineering	Mechanical Engineering
2.	DT21CEJ008	Avinash P.	Ph.D. in Civil Engineering	Civil Engineering

Honorable Director has already approved the request of the above students to cancel admission in their respective programmes. Therefore, it is proposed that name of above mentioned two students shall be removed from the institute. Details are enclosed as **Annexure S 31.05**.

The senate is requested to approve admission cancellation of above students.

**Resolution: Approved.**

**S.31.05: To approve the Minutes of 19<sup>th</sup> Senate Post Graduate Board (SPGB).**

A 19<sup>th</sup> meeting of Senate Post Graduate Board (SPGB) was held on 06<sup>th</sup> May, 2022. Following agenda items were discussed during the meeting:

Item No.	Items
<b>19<sup>th</sup> SPGB</b>	
<b>SPGB.19.01</b>	Regarding Cancellation of Admission of Mr. Raghav Mulgundkar (MT21MEC001) in M.Tech in Mechanical Engineering & Mr. Chandan Singh Dyarakoti (MT21CIV002) and Mr. Chandan Prasad (MT21CIV010) in M.Tech in Civil Engineering.
<b>SPGB.19.02</b>	Regarding addition of external supervisor for Mr. Ayush Joshi (DT19CEJ003).
<b>SPGB.19.03</b>	Regarding request of Dr. Ajay kumar Chaubey for co-supervision of the PhD Candidates and Extension for being the Main Supervisor up to June 2023.
<b>SPGB.19.05</b>	Regarding addition of the Co-Supervisor of Mr. Ganesh Kumar Sharma (DT20MEJ010).
<b>SPGB.19.06</b>	To discuss the date of recommendation for enhancement of fellowship of PhD scholars from JRF to SRF.
<b>SPGB.19.07</b>	To discuss the policy of course work of Ph.D students in case of failure to maintain minimum 7.5 CGPA in Course work.
<b>SPGB.19.08</b>	Regarding reviewing the list of qualifying degrees and GATE paper to get admission in M. Tech in Microelectronics and VLSI and Communication Systems in the upcoming CCMT 2022 to improve the admissions.

The minutes of Senate Post Graduate Board (SPGB) and the minutes of the meeting of the duly constituted committee (SPGB.19.03) are enclosed as **Annexure S 31.06**.



The Senate is requested to deliberate and approve the minutes for further implementation.

**Resolution:**

Item No.	Resolution
SPGB.19.01	Approved.
SPGB.19.02	Approved.
SPGB.19.03	Approved.
SPGB.19.05	The Senate proposed the formation of a committee to look into the matter of agenda items SPGB.19.05 & SPGB.19.06 and give their recommendation for approval in next senate meeting. The constitution of committee is as follows: - 1. Dean (Academic) – Chairman 2. Dean (R&C) – Member 3. Dean (SW) – Member
SPGB.19.06	
SPGB.19.07	The Senate resolved that the Ph.D. student has to maintain minimum 7.00 CGPA in the course work for confirmation of Ph.D. registration. If the CGPA at the end of 1 <sup>st</sup> /2 <sup>nd</sup> Semester is less than 7.00, he/she will be required to register for more courses on the recommendation of his/her RPC in order to make up the required CGPA. If the CGPA of the student at the end of 3 <sup>rd</sup> Semester is below 7.00, his/her doctoral Programme will be automatically terminated. The student cannot repeat the same course if he/she has passed the course. All the earned credits will be considered in CGPA calculation. The course work must be completed within the first three semesters of joining the Ph.D. programme. The above resolution will be applicable for existing as well as new students.
SPGB.19.08	Approved.

**S.31.06: To approve the Minutes of 12<sup>th</sup> Senate Under Graduate Board (SUGB).**

The 12<sup>th</sup> meeting of Senate Under Graduate Board (SUGB) was held on 20<sup>th</sup> May, 2022. Following agenda items were discussed during the meeting:

Item No.	Items
<b>12<sup>th</sup> SUGB</b>	
<b>SUGB.12.01</b>	Regarding fine on the students not submitting the Semester fees even after the last date of fee submission with late fee of Rs 1000.
<b>SUGB.12.02</b>	To allow the B.Tech students to go for Internship in both 6th and 7th semester and to remove the requirement of minimum CGPA for the same.
<b>SUGB.12.03</b>	To consider the 5 level courses (DC/DE) for UG students.
<b>SUGB.12.05</b>	To fix the Number of DE courses to two that a student can register from other departments.

The minutes of Senate Under Graduate Board (SUGB) is enclosed as **Annexure S 31.07.**

The Senate is requested to deliberate and approve the minutes for further implementation.



**Resolution:**

Item No.	Resolution
SUGB.12.01	Approved.
SUGB.12.02	Approved. Further, the senate resolved that the student may complete maximum of three courses from NPTEL during the internship. The credits earned from the course(s) completed from NPTEL will be counted in calculating the total number of credits required for degree completion. The head of the Department should look for equivalent courses and prepare the guidelines for the same.
SUGB.12.03	The Senate proposed the formation of a committee to look into the matter and give their recommendation for approval in next Senate meeting. The constitution of committee is as follows: - 1. Dean (Academic) – Chairman 2. Dean (R&C) – Member 3. Dean (SW) – Member
SUGB.12.05	Approved. The Department should revise their curriculum accordingly.

**S.31.07: To approve the Academic Calendar for Odd Semester 2022.**

Academic Calendar for Odd Semester - 2022 was prepared after discussions with HoDs and the Academic Calendar is enclosed as **Annexure S 31.08**.

The senate is requested to approve the same for the implementation.

**Resolution: Approved.**

**S.31.08: Regarding guidelines for allotment/addition of Supervisor/Co-supervisor of Ph.D research scholar in case his/her main supervisor leaves (resigns/gets terminated/otherwise) the Institute.**

As per the current ordinance, the guideline is as follows:

*"If the Principal Supervisor leaves the Institute for any reason, he / she is permitted to work as Principal Supervisor for candidates registered with him before leaving the Institute. However additional supervisor from Institute shall be provided if the thesis cannot be submitted within calendar year i.e. before next enrollment in January. The change in Supervisor of a Ph.D student will be decided by a duly constituted Committee in case of resignation by the Supervisor from the Institute. Further, in the subjects for which there are no recognized supervisors in NITUK, the external supervisor alone can guide the Ph.D. work at NITUK."*

However, the above guidelines regarding the allotment/addition of Supervisor/Co-supervisor of Ph.D research scholar in case his/her main supervisor leaves the institute is not clear. Therefore, the allotment/addition of Supervisor/Co-supervisor of Ph.D research scholar in case his/her main supervisor leaves the institute may be considered as follows:



S. No.	Status of the student	Guidelines
1.	The Student has not completed the coursework.	1. A new supervisor will be allotted by a duly constituted committee under the chairmanship of Dean (Acad)/Associate Dean (PG & Ph.D). The recommendation of the committee will be implemented upon the approval of the Chairman, Senate.
2.	The student has completed the coursework but he/she is not in a position to submit his/her thesis within the next six months from the date of resignation of the main supervisor.	1. Main supervisor will become co-supervisor and co-supervisor (if any) will become main supervisor automatically. An office order will be issued in this regard. 2. Main supervisor will become co-supervisor and the main supervisor (in case of no co-supervisor) will be allotted by a duly constituted committee under the chairmanship of Dean (Acad) /Associate Dean (PG & Ph.D). The recommendation of the committee will be implemented upon the approval of the Chairman, Senate.
3.	The student is in a position to submit his/her thesis within the next six months from the date of resignation of the main supervisor.	1. Main supervisor will be allowed to continue as the main supervisor for next six months. 2. If the student doesn't submit his/her thesis within the next six months, main supervisor will become co-supervisor and co-supervisor will become main supervisor automatically. In case of no co-supervisor, main supervisor will be allotted by a duly constituted committee under the chairmanship of Dean (Acad)/Associate Dean (PG & Ph.D). The recommendation of the committee will be implemented upon the approval of the Chairman, Senate.

The Senate is requested to deliberate upon the above matter.

**Resolution:** The Senate resolved as under:

S. No.	Status of the student	Guidelines
1.	The Student has not completed the coursework.	1. A new supervisor will be allotted by a duly constituted committee under the chairmanship of Dean (Acad). The recommendation of the committee will be implemented upon the approval of the Chairman, Senate.
2.	The student has completed the coursework but he/she is not in a position to submit his/her thesis within the next six months from the date, the main supervisor leaves the institute.	1. Main supervisor will become co-supervisor and co-supervisor (if any) will become main supervisor automatically. An office order will be issued in this regard. 2. Main supervisor will become co-supervisor and the main supervisor (in case of no co-supervisor) will be allotted by a duly constituted committee under the chairmanship of Dean (Acad). The recommendation of the committee will be implemented upon the approval of the Chairman, Senate.



3.	The student is in a position to submit his/her thesis within the next six months from the date, the main supervisor leaves the institute.	<p>1. Main supervisor will be allowed to continue as the main supervisor for next six months.</p> <p>2. If the student doesn't submit his/her thesis within the next six months, main supervisor will become co-supervisor and co-supervisor will become main supervisor automatically. In case of no co-supervisor, main supervisor will be allotted by a duly constituted committee under the chairmanship of Dean (Acad). The recommendation of the committee will be implemented upon the approval of the Chairman, Senate.</p>
4.	Otherwise	<p>1. A new supervisor will be allotted by a duly constituted committee under the chairmanship of Dean (Acad). The recommendation of the committee will be implemented upon the approval of the Chairman, Senate.</p>

**S.31.09: Regarding guidelines for addition of Supervisor/Co-supervisor from inside or outside the institute for Ph.D. research scholar.**

Academic Section receives requests from serving faculty members of the institute regarding addition of Supervisor/Co-supervisor from inside or outside the institute for Ph.D research scholar. The Academic Ordinance outlines the criteria under which outside researcher can guide Ph.D. thesis as an additional supervisor. However, there are no guidelines regarding the deadline of addition of Supervisor/Co-supervisor from inside or outside the institute for Ph.D research scholar. Therefore, it is proposed that the co-supervisor of a Ph.D student from inside/outside the institute may be added before confirmation of Ph.D registration. This is applicable for the serving faculty members of the Institute. The addition of co-supervisor from the institute may be allowed on the recommendation of RPC followed by DPGC and SPGB. The recommendation will be implemented upon the approval of the Chairman Senate and the same will be ratified in the upcoming senate.

The Senate is requested to deliberate upon the above matter.

**Resolution:** Approved, in case of internal faculty of the institute is opted as a Co-Supervisor. For outside Co-Supervisor, the Senate resolved as follows:

Sl. No.	Co-Supervisor is from:	Resolution
A.	Academic Institute      Technical Institute	The Co-Supervisor must be from CFTIs, Government Institute, and Private Institutes within NIRF 100 Ranking.
B.	Medical Institute	The Co-Supervisor must be at least MD/MS with 4 SCI/SCIE publications as first author and has produced/supervised at least one Ph.D. student.
C.	Industry/R&D Lab	The Co-Supervisor must be at least M.Tech./ME/MS/M.Sc. with at least five year experience and have at least 4 SCI/SCIE publications as first author and total ten publications.

The above resolution supersedes the existing guidelines in the Ordinance.



**S.31.10: Regarding guidelines for the disbursement of Institute Fellowship to Ph.D. research scholar.**

As per the current ordinance *"The fellowship of the candidate will start from his/her initial date of admission. A Ph.D. scholar sponsored by the Institute will be awarded fellowship by the Institute for maximum 5 years from the date of joining the Ph.D. Program subject to the satisfactory performance as recommended by RPC from time to time."* However, it is proposed as follows:

***"The fellowship of the candidate will start from his/her initial date of admission. A Ph.D. scholar sponsored by the Institute will be granted fellowship for a maximum of 5 years from the date of Registration in the Ph.D. programme or until the submission of his or her Ph.D. thesis, whichever is earlier, subject to the satisfactory performance of the student as recommended by RPC from time to time."***

The Senate is requested to deliberate upon the above matter.

**Resolution: The Senate resolved as follows:**

1. The fellowship of the candidate will start from his/her initial date of admission.
2. A Ph.D. scholar sponsored by the Institute will be granted fellowship for a maximum of 5 years from the date of joining the Ph.D. programme or until the submission of his or her Ph.D. thesis, whichever is earlier, subject to the satisfactory performance of the student as recommended by RPC from time to time.
3. If the student fails to maintain the CGPA 7.00 or above during course work, his/her scholarship shall be stopped from the next month of the declaration of the results.
4. In case of any indiscipline created by Ph.D./M.Tech./JRF/SRF Student, his/her scholarship will be stopped.
5. Up to the 3<sup>rd</sup> year of Ph.D. program (before completion of 4 Year from date of joining), the student must publish at least one paper in a SCI/SCIE/Scopus indexed journal, failing which the student's scholarship will be stopped in the fourth year.
6. Furthermore, up to the 4<sup>th</sup> year of Ph.D. program (before completion of 5 Year from date of joining), the student must publish at least two paper in a SCI/SCIE/Scopus indexed journal, failing which the student's scholarship will be stopped in the fifth year.
7. The disbursement of the scholarship will be resumed when the student will fulfil the required criteria.
8. The above rules will be applicable for the newly admitted Ph.D. student (Academic Year 2022-23 onwards) who will receive institute scholarship.
9. The above rules (except rule at Pt. 4) are not applicable for the students availing scholarship in Ph.D. programme from other funding agencies (CSIR, UGC, DST, etc.)



**S.31.11: Regarding updation of Ph.D. thesis examiner's recommendation form, PhD Progress form, and HRA Claim Form for Ph.D. Scholar.**

As per resolution vide Senate agenda item S.30.08 (SPGB.16.15), Senate recommended that the list of examiners for thesis evaluation should have five examiners within India and five examiner from abroad who are Professors and Associate Professors. Accordingly, the Ph.D. thesis examiner's recommendation form has been updated. Further, PhD Progress form, and HRA Claim Form for Ph.D. Scholar has also been revised. The forms are attached as **Annexure S 31.09** for approval.

The Senate is requested to approve the proposal.

**Resolution: Approved.**

**S.31.12: Regarding seat matrix for admission of students in various programmes of institute under the Nepali Scholarship Scheme.**

As per the resolution of agenda item S.12.10 of 12<sup>th</sup> Senate, Senate resolved that four supernumerary seats be created, in each program of the Institute, under the category admissions through ICCR, MEA, and Government of India Schemes. As per the email dated 09<sup>th</sup> December, 2021 (**Annexure S 31.10**), EdCIL India Limited requested for availability of seats for the Nepal Scholarships (Compex) and asked for confirmation of participation of the institute in admission process under this scheme. Therefore, It is proposed that the seats for admission in various programmes of the Institute under Nepal Scholarships (Compex) may be accommodated within the approved four supernumerary seats in each program as approved in 12<sup>th</sup> Senate (**Annexure S 31.11**).

The Senate is requested to approve the proposal.

**Resolution: Approved.**

**S.31.13: Regarding honorarium of the external expert for evaluation of M.Tech. Dissertation, JRF to SRF conversion, External Member of Standing Committee, Expert for Curriculum Development Workshop, Guest Lecture, and delivering lecture in Workshop, Short Term Course, FDP, STTP.**

Following proposal for honorarium of the external expert for evaluation of M.Tech Dissertation, JRF to SRF conversion, Expert for Curriculum Development Workshop, Guest Lecture, and delivering lecture in Workshop, Short Term Course, FDP, STTP is proposed as mentioned below:

Sl. No.	External Expert for the activity	Proposed Honorarium
1.	Evaluation of M.Tech. Dissertation	Rs. 3,000 per student (Maximum of Rs 10,000 per day)



2.	JRF to SRF conversion	Rs. 3,000 per student (Maximum of Rs 10,000 per day)
3.	Expert for Curriculum Development Workshop	Rs. 5,000 per session (Maximum of Rs 10,000 per day)
4.	Guest Lecture	Rs. 5,000 per session (Maximum of Rs 10,000 per day)
5.	Delivering lecture in Workshop, Short Term Course, FDP, STTP	Rs. 5,000 per session (Maximum of Rs 10,000 in a Workshop, Short Term Course, FDP, STTP)
6.	External Member of Standing Committee	Rs. 5,000 per meeting to each external members of standing committee related to senate matters.

The Senate is requested to approve the proposal.

**Resolution:** The senate resolved as under for the approval from FC/BoG:

Sl. No.	External Expert for the activity	Proposed Honorarium
1.	Evaluation of M.Tech. Dissertation	Rs. 3,000 per student through online or offline mode (Maximum of Rs 10,000 per day)
2.	JRF to SRF conversion	Rs. 3,000 per student through online or offline mode (Maximum of Rs 10,000 per day)
3.	Expert for Curriculum Development Workshop	Rs. 5,000 per session (Maximum of Rs 10,000 per day)
4.	Guest Lecture	Rs. 5,000 per session of 1.5 Hrs to 2 Hrs through online or offline mode (Maximum of Rs 10,000 per day)
5.	Delivering lecture in Workshop, Short Term Course, FDP, STTP, etc.	Rs. 5,000 per session of 1.5 Hrs to 2 Hrs (Maximum of Rs 10,000 in a Workshop, Short Term Course, FDP, STTP, etc. through online or offline mode)
6.	External Member of Standing Committee	Rs. 5,000 per meeting to each external members of standing committee related to senate matters.

**S.31.14:** Regarding guidelines for admission cancellation and refund policy for B. Tech., M. Tech. and Ph.D. Students admitted from the Academic year 2022-2023 onwards.

The proposed rules for admission cancellation and refund policy for B.Tech, M.Tech and Ph.D. students admitted from the Academic year 2022-2023 onwards are as under:

"NIT Uttarakhand will consider any request for cancellation of admission if such request is made in accordance with the following prescribed Rules:

1. A student admitted to any of the Programmes of B.Tech., M.Tech. and Ph.D. offered by the Institute may apply for cancellation of his/her admission at any time during the Academic year of admission or later.



2. Application for admission cancellation must be made in the prescribed format (enclosed as **Annexure S 31.12**) duly signed by the student and parents/guardians of the student to the Academic Section. Other mode of application will not be entertained.
3. Refund of fees to such students will be made as per the Institute refund rules. All refunds shall be made in the bank account of the student or parents/guardian as per the details furnished by students.
4. After completion of the admission process/registration/enrollment, only refundable amount(s), as per the Institute fees structure of program for the Academic year in which student took admission will be refunded. Students shall be treated as to have left the mess from the date of cancellation of admission and balance of mess advance shall be refunded to the student.
5. In case of termination of the student from the institute, no refunds will be made to such students.
6. Date of admission cancellation will be the date of submission of application by the student.
7. A student who does not report to the NIT Uttarakhand for Institute admission after allotment of seat in regular rounds and does not withdraw/surrender his/her seat before commencement of special round(s), no fees will be refunded to such students deposited in CCMT /JoSAA.
8. A student who is allotted seat in special round(s) and does not report to the NIT Uttarakhand for Institute admission, no fees will be refunded to such students deposited in CCMT /JoSAA.

The Senate is requested to approve the proposal.

**Resolution:** The Senate approved the guidelines for admission cancellation and refund policy for B. Tech., and M. Tech. Students from admission for the Academic year 2022-2023 onwards.

**S.31.15: Regarding guidelines for M.Tech. Internship.**

A student who earns 38 credits at the end of 2nd semester i.e. has completed the entire lecture based PG core & PG elective courses, is eligible for Internship. **The duration of Internship shall be of two semesters (minimum 10 months), preferably in the Industry in India.** The student who is eligible and is willing to go for Internship but does not have an offer letter till the date of Registration for 3rd semester, will be allowed to register for internal Courses/Project which can be substituted by the Internship if the student submits the copy of the offer letter before the last date of Enrollment of the 3rd semester. DPGC will submit its recommendation to Dean (Academics) through proper channel after due verification of the existence and reputation of that Company to which student wishes to go for Internship. The student will then be allowed to register for Internship. DPGC shall also appoint a Supervisor for the student from the Department and a Co-Supervisor from the concerned Industry for Internship. The Supervisor will be in contact with the student as well as with the Co-Supervisor through personal visits or by e-mail or any other appropriate means of communication. The student is required to send a



monthly work report to the Supervisor throughout the entire duration of his/her Internship. The supervisor is further required to monitor the attendance of the student in the Industry. It is the responsibility of the student to arrange for his/her Internship. However, a list of industries as well as the required guidance will be provided by the faculty advisor and the Training & Placement section to the students for this purpose. A student who wishes to go for Internship in 3<sup>rd</sup> Semester is mandatorily required to register for Seminar of 2 credits in 2<sup>nd</sup> semester. The credits of Internship Phase-I (3<sup>rd</sup> Semester) and Phase-II (4<sup>th</sup> Semester) are 5 and 10 respectively i.e. total credits of Internship is 15. The work of Internship Phase-I in 3<sup>rd</sup> semester will be extended in 4<sup>th</sup> semester as Internship Phase-II. Before the end of 3<sup>rd</sup> semester, the student will submit a report of Phase-I Internship to the concerned Supervisor in the department. The evaluation pattern of Phase-I Internship will be same as of Project Phase-I evaluation as given in the Ordinances, and the student has to be present in the campus for the same. The student will be allowed to register for Internship Phase-II on the recommendation of the Phase-I evaluation Committee. After completion of Internship Phase-II, the student has to submit his Dissertation in the Department on the entire research work. The format of Dissertation & evaluation will be same as per the Ordinances of the Institute. No financial assistance from the institute will be given to the student during the period of Internship. It is mandatory that the student gets a stipend from the Industry where he/she undergoes for Internship. The Course shall have a code XXT501 for Internship Phase-I & XXT502 for Internship Phase-II. ***The student has to report to the respective department for joining within one week from the date of completion of Internship phase-2. In case, the student does not join the institute within the given stipulated time duration without any valid reason, he/she will be de-enrolled from that semester automatically. Such students has to enrol in the next semester by paying the institute fees for completion of degree. The issues related to late joining of the student in the department with valid document will be processed by the supervisor of the concerned student for consideration of Competent Authority.***

The Senate is requested to approve the proposal.

Resolution: Approved.

**S.31.16: Regarding guidelines on enrollment status and admission cancellation for continuous absence of the student.**

As per the current ordinance, "If a student is absent from the Institute for more than four weeks without notifying the Faculty Advisor or Head of Department or Dean (Acad), his/her enrollment will be terminated and name will be removed from the Institute rolls." The same may be modified as:

Normally it is the responsibility of the Faculty advisor/Supervisor to continuously monitor the presence of his/her student in the Institute. If a student is absent for more than 15 days then his/her FA is required to communicate (through phone and email) with the student to know the reason of his/her absence. If a student does not respond to his/her FA and remains absent from the Institute for more than one

37



month without notifying any reason to the Faculty Advisor/Supervisor, his/her semester will be withdrawn automatically. The FA/Supervisor is required to inform about such case to AR (Acad.). A letter regarding semester withdrawal will be issued to the student by AR (Acad.) through physical and electronic mode of communication and the same will also be informed to his/her parent by AR (Acad.). In continuation, a warning letter regarding admission cancellation will also be issued to the student by AR (Acad.). The student needs to respond immediately to his/her Faculty Advisor/Supervisor citing valid reason of his/her absence after receiving warning letter from AR (Acad.). In case, the student does not respond within one month from the date of issuance of the warning letter, a second warning letter will be issued. In case, the student does not respond within one month from the date of issuance of the second warning letter, his /her admission in the respective program of the institute will be terminated and no further communication will be done/entertained in this regard. The recommendation of termination of admission will be initiated by his/her Faculty Advisor/Supervisor for approval of the Chairman, Senate. However, If the students respond timely regarding his/her absence, he/she will be allowed to register in the next semester.

The Senate is requested to approve the proposal.

**Resolution: Approved.**

**S.31.17: Items for ratification.**

Keeping in view of the Academic urgency, following permissions were sought from the Chairman, Senate:

1. Approval of the minutes of the meeting of the Committee regarding preparation of Seat Matrix for admission to B. Tech. Programme and M. Tech. Programme for the Academic Year 2022-2023 (**Annexure S 31.13A**).
2. Approval of minutes of the meeting regarding security features of Degree Certificate, Grade Card, Provisional Degree Certificate, TC/Migration Certificate & Character Certificate (**Annexure S 31.13B**). These will be implemented for B.Tech., M.Tech. and Ph.D. students whose degree are awaited. Permission may be granted to use the remaining valid unused old papers to issue the Provisional Degree Certificate, TC/Migration Certificate & Character Certificate.

The Senate is requested to ratify the same.

**Resolution: Ratified.**

The meeting ended with vote of thanks to the chair.

  
(Dr. P. M. Kala)  
Secretary, Senate

Approved by e-mail

Date..17/06/2022

Approved / Not Approved

(Prof. Lalit Kumar Awasthi)  
Chairman, Senate