MINUTES OF THE 11th MEETING OF THE SENATE HELD ON 20th May, 2018.

The Eleventh meeting of the Senate was held at the Committee Room of the Institute at 04:00 PM on 20th May, 2018. Following members were present:

1.	Prof. Shyam Lal Soni, Director	-	Chairman
2.	Prof. Ravindra Nagar, MNIT, Jaipur	-	Member
3.	Prof. Mannar Ram Maurya, IIT, Roorkee	-	Member
4.	Col. Sukhpal Singh, Registrar	-	Secretary
5.	Dr. Anupam Yadav, Asso. Dean (Academic)	-	Special Invitee
6.	Dr. Abhimanyu Kumar, Asso. Dean (R&C)	-	Special Invitee
7.	Dr. Kranti Jain, Asso. Dean (P & D)	-	Special Invitee
8.	Dr. Pawan Kumar Rakesh, Asso. Dean (FW)	-	Special Invitee
9.	Dr. Kuldeep Sharma, Asso. Dean (SW)	-	Special Invitee
10.	Mr. Shashi Narayan, I/c Asso. Dean (Estate)	-	Special Invitee
11.	Dr. Aditya Kumar Anupam, HoD (CE)	-	Special Invitee
12.	Dr. Nitin Kumar, HoD (CS)	-	Special Invitee
13.	Dr. Pankaj Kumar Pal, HoD (EC)	-	Special Invitee
14.	Dr. Saumendra Sarangi, HoD (EE)	-	Special Invitee
15.	Dr. Anshul Sharma, HoD (ME)	-	Special Invitee
16.	Dr. I.M. Nagpure, HoD (S&H)	-	Special Invitee
17.	Mr. Jagdeep Singh, Assistant Registrar (Acad.)	-	Special Invitee
18.	Ms. Deepshikha Painuly, Ph.D. Representative	-	Special Invitee

Prof. Rashmi Gaur, IIT, Roorkee could not attend the meeting due to some prior commitments.

At the outset, Secretary, Senate welcomed the Chairman Senate and requested him to chair the 11th meeting of the Senate. The Chairman extended a warm welcome to the Senate members and Special Invitees.

The Senate discussed the agenda and resolved as under:

S.11.01.   Confirmation of the Minutes of the Tenth meeting of the Senate.

Resolution: Confirmed.

S. 11.02   Actions Taken Report

Resolution: Noted.

S. 11.03   **Ratification of notes approved by the Chairman Senate.**

Some urgent issues as listed below were discussed with the Chairman, Senate and its approvals were taken in related matters. The details of approvals taken are as under and enclosed as **Annexure S11.02.**

Sr. No.	Name of the Noting
1.	Appeal for one last chance to continue B.Tech. programme of Mr. Shubham Tiwari
2.	Appeal for one last chance to continue B.Tech. programme of Mr. Chandan Kumar
3.	Appeal for one last chance to continue B.Tech. programme of Mr. Pankaj Singh Rana
4.	Regarding late submission of Institute fee by Mr. Kumar Raj
5.	Regarding award of minor degree
6.	Relaxation in lower limit for credits registered for B.Tech. final year

The Senate is requested to ratify the same.

Resolution: Ratified

S. 11.04   **To increase the number of seats for the Ph.D. programme.**

In compliance to the item no. 09.11 of the 9th meeting of the Senate regarding the increase in the annual intake of Ph.D. scholars, the Senate resolved that a committee may be formed by the Chairman Senate to holistically look in to this issue and frame the criteria for the same, keeping in view the budget implications, lab infrastructure and hostel accommodation.

The recommendation of the committee is attached as Annexure S11.03.
Senate is requested to approve the recommendations and the annual intake for the Ph.D. programme may be increased from 10 to 15 seats.
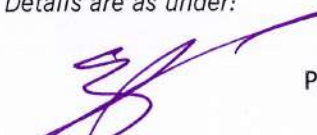
Resolution: Senate resolved that each faculty member can supervise maximum four candidates registered under him for PhD programme at any one time, out of which maximum two candidates can be offered MHRD scholarship. Accordingly the annual intake shall be decided by the SPGB.

Other issues related to PhD curriculum and its conduct shall be framed and approved by the SPGB. Accordingly PhD Ordinances be updated appropriately which shall be brought to the Senate for approval and implementation.

S. 11.05   **To cancel admission of the students who are continuously absent from the Institute.**

As per rule no. 3.17.2 of the Ordinances, Rules and Regulations of the Institute "a student who does not enroll without withdrawing a semester can be removed from the roll of the Institute." Further as per rule no. 3.17.1 an UG student can withdraw for maximum of two semesters during the course of completion of programme and a PG student can withdraw for maximum of one semester.

There are 05 students (UG-02 and PG-03) who have not enrolled for more than two/one semesters. Communications have been done with them and their parents. In spite of mentioning of deadline in the communication letters neither the students nor their parents have reported in the Institute (Letters attached as **Annexure S11.04.** *Details are as under:*

Name	Roll No.	Course	Last Enrolled in
Prashant Kumar	BT13CIV013	UG	Spring Semester 2016
Aayush Kothiyal	BT16MEC001	UG	Spring Semester 2017
Aman Meshram	MT16ECE006	PG	Spring Semester 2017
Hitesh Kumar	MT17CIV003	PG	Autumn Semester 2017
Renuka Singh	MT17CSE001	PG	Autumn Semester 2017

It is proposed that name of above mentioned 05 students shall be removed from the Institute roll.

The Senate is requested to consider the matter for directions.

Resolution: Approved.

S. 11.06 **To consider case of two students who have not completed credit requirement.**

As per the Ordinances, Rules and Regulations, student should earn at least 15(30) and 35(70) credits after 2nd and 4th semester respectively to continue his/her B.Tech. Programme at this Institute.

There are two students who have not fulfilled the required criteria. The names of these students are as mentioned below:

Sr. No.	Name of the Student	Roll No.	Completed Credits	Required Credits
1.	Chandan Kumar*	BT16CSE042	36	70
2.	Pankaj Singh Rana**	BT15EEE008	06	15

Parents of the above two students were informed. These students have submitted an appeal for one last chance.

*Mr. Chandan Kumar (BT16CSE042) has been permitted by the Chairman, Senate to enroll for Autumn Semester 2017 with the condition that he will have to earn minimum 15 credits in the Autumn Semester 2017 otherwise his name shall be removed from the Institute Roll.

An affidavit has been submitted by the student and his parent that conditions of last chance are acceptable to them. Mr. Chandan Kumar (BT16CSE042) has not completed the credit requirement of 15 credits in the Autumn Semester 2017.

It is proposed that name of Mr. Chandan Kumar (BT16CSE042) shall be removed from the Institute roll.

** Pankaj Singh Rana (BT15EEE008) has permitted by the Chairman, Senate to enroll for Autumn Semester 2017 with the condition that he will have to earn minimum 30 credits in the Autumn Semester 2017 otherwise his name shall be removed from the Institute Roll. But Mr. Pankaj Singh Rana (BT15EEE008) has not enrolled for Autumn Semester 2017 and also for Spring Semester 2018.

As per rule no. 3.17.2 of the Ordinances, Rules and Regulations of the Institute "a student who does not enroll without withdrawing a semester can be removed from the roll of the Institute."

It is proposed that name of Pankaj Singh Rana (BT15EEE008) shall be removed from the Institute roll.

Permission to enroll for Autumn Semeseter 2017 and affidavit submitted by the students are attached in **Annexure 11.05**.

The Senate is requested to consider the matter for directions.

Resolution: Approved.

S. 11.07   **To approve the change in nomenclature.**

To enhance the clarity in the Academic activities of the Institute, the following nomenclature may be considered for the possible implementation.

Old Nomenclature	Proposed Nomenclature
Autumn Semester	Odd Semester
Spring Semester	Even Semester
Sessional - I	Mid Term - I
Sessional - II	Mid Term – II
Board of Under-Graduate Studies (BUGS)	Senate Under Graduate Board (SUGB)
Board of Post-Graduate Studies (BPGS)	Senate Post Graduate Board (SPGB)

Senate is requested to approve the proposal.

Resolution: The Senate approved the proposed change in nomenclature and in addition to the same, the Senate directed to constitute two new Department level bodies namely Department Under Graduate Committee (DUGC) and Department Post Graduate Committee (DPGC) in each Department. The roles and responsibilities of DUGC and DPGC be defined by SUGB and SPGB, respectively.

S. 11.08   **To approve the minutes of Curriculum Development Workshop of various Departments.**

*All the Departments have organized Curriculum Development Workshop (CDW) for the revision of courses. The minutes of CDWs are attached as **Annexure S11.06**.*

The Senate is requested to approve the same.

Resolution: The Senate resolved to place the minutes of CDW for vetting to SUGB and SPGB through corresponding DUGC and DPGC.

S. 11.09   **To approve the Academic Calendar.**

Academic Calendar 2018-19 is prepared after discussion with all Associate Deans and HoDs.

*The Senate is requested to approve the Academic Calendar 2018-19 enclosed as **Annexure S11.07**.*

Resolution: The senate approved the implementation of the proposed Academic Calendar with following resolutions and modifications:

   i.   The Institute shall observe the Mid Term Break from 3rd November, 2018 to 11th November 2018.
   ii.   Wednesday Time Table shall be followed on 1st December, 2018.
   iii. The Make-up facility is hereby discontinued w.e.f. Academic Year 2018-19, accordingly clause 2.11 of the Under Graduate and Post Graduate Ordinances of the Institute related to Course Evaluation be modified.
   iv.   In case a student is absent in any Mid Term Examination (MTE) on legitimate grounds such as serious medical problem, death of first blood

relative etc., Special MTE shall be conducted normally within 10-15 days from the last date of corresponding MTE. Such requests, for Special MTE, by students shall be approved by the respective HoDs on the recommendations of the concerned Course Coordinator.

v. Consequently, the provision of EE Grade shall be discontinued w.e.f. Academic Year 2018-19. All other rules/regulations associated with EE Grade shall also be discontinued and Ordinances be modified accordingly.

vi. In case a student is absent in End Term Examination (ETE) on legitimate grounds such as serious medical problem, death of first blood relative etc., the student may apply for GG Grade and Special ETE shall be conducted normally within 10 days from the last date of corresponding End Term Examination. Such requests, for Special ETE, by students shall be approved by the Dean Academic/Associate Dean Academic on the recommendation of the concerned HoD. FF/DD/CC/PP/SS Grades may be awarded in case of Special ETE. AA to BC Grades shall not be awarded to those who appear for Special ETE.

vii. Any student who gets an FF Grade in a course, but is having minimum 75% attendance in that course, may appear for a Supplementary Examination of that particular course which will be normally held in the third week of July. The facility of Supplementary Examination is limited to maximum two courses in an academic year on approval of Dean Academics/Associate Dean Academics. The Supplementary Examination shall be conducted only for the theory portion. The marks of the Practical's and Assignments previously earned in the respective course of such student shall be carried forward as it is and appropriated into the marks obtained in the Supplementary Examination. Request of the Student for Supplementary Examination should be submitted within three days of the last date of Special ETE. Such requests shall be approved by the Dean Academics/Associate Dean Academic on recommendations of respective HoD. FF/DD/CC/PP/SS Grades may be awarded in case of Supplementary Examination. AA to BC Grades shall not be awarded to those who appear for Supplementary Examination.

S. 11.10   **To approve the exemption of GATE/NET for Part-time Ph.D. programme.**

The Institute being in the remote location, very few applications are received for the Part-time Ph.D. programme with GATE/NET. GATE/NET is required to provide scholarship to Ph.D. scholars. Since scholarships are not given to part time Ph.D. scholars, therefore for the admission of part-time Ph.D. scholars, GATE/NET may be exempted.

The Senate is requested to approve the same.

Resolution: The Senate resolved that the exemption of GATE/NET for part time Ph.D. programme shall only be given to the applicants who are serving employee in Central/State Govt., PSU, and Autonomous Bodies with minimum two years of continuous service. The selection procedure shall be same as for full time Ph.D. programme. Other rules i.r.o. registration, enrollment, course work, attendance, pre-registration seminar, thesis submission etc. shall be applicable as per Ph.D. Ordinances of the Institute.

S. 11.11   **To consider research publication criterion for PhD Thesis submission.**

The rule 4.2.3 of Ordinance, Rules and Regulations of PhD program says
'A candidate should have at least one paper accepted/published on his/her Ph.D. work in an international/National refereed Journal approved by the Institute before the submission of the thesis".
In order to simplify this rule and to promote the quality research in the Institute, it is proposed that the following shall be replaced with the rule 4.2.3 of Ordinance, Rules and Regulations of PhD program:
'A candidate should have at least One paper accepted/published on his/her Ph.D. work in SCI/SCIE indexed journals before the submission of the thesis. In case of candidate from Humanities stream at least one paper accepted/published from Ph.D. work in UGC approved journals.'

Resolution: The Senate resolved as under:

"A candidate should have at least:

   i.   One paper accepted/published in SCI/SCIE indexed journals and at least one paper accepted/published in an International/National Conference, from his/her PhD Thesis before the submission of the PhD Thesis for Engineering and Sciences stream.
   ii. One paper accepted/published in Scopus Indexed UGC approved journals and at least one paper accepted/published in an International/National Conference, from his/her PhD Thesis before the submission of the PhD Thesis for Humanities stream."

This shall come into force from immediate effect.

S. 11.12   **Remuneration for PhD Thesis evaluation.**

The following remuneration is proposed for the PhD thesis evaluation

Indian Examiner	*Rs. 5000/-*
Foreign Examiner	*USD 200/-*

The Senate is requested to approve the same.

Resolution: The Senate resolved as under:

Indian Examiner	₹ 5000/- For Thesis Evaluation and ₹ 5000/- For Viva Voce Examination
Foreign Examiner	USD 400/-

S. 11.13   **To consider the various formats for submission of PhD thesis.**

*As approved in the 5th meeting of the Board of Governors, Institute has started its first Ph.D. Programme from Spring Semester 2014.The various forms in respect of submission of Ph.D. Thesis have been prepared and attached as **Annexure S11.08**.*

The Senate is requested to approve the same.

Resolution: Approved.

S. 11.14   Issuance of Duplicate Certificate.

Presently the Undergraduate and Post graduate ordinances of the Institute are silent about the rules and procedure in respect of issue of duplicate certificates to the students. Four batches have been passed out from the Institute. The demand for issue of duplicate certificates (Degree Certificate/Grade Card/Provisional Degree Certificate/ Leaving/Migration Certificate/Character Certificate) may be raised by the passed out students in near future. The rules and procedure are prepared to issue duplicate certificate(s) is as under:

Rules:

1. The certificates such as Degree Certificate, Grade Card, Provisional Degree Certificate, Leaving/Migration Certificate and Character Certificate are issued only once to the students. These certificates in duplicate may be issued **only** for genuine cases, if the original certificate(s) is/are really lost or stolen or damaged.

2. The duplicate Degree Certificate will be signed by the Registrar and the Director & Chairman, Senate NIT Uttarakhand. The duplicate Degree Certificate will be prepared same as original one except for the signature of the Chairman, Board of Governors. In place of the signature of the Chairman, Board of Governors, **Sd/--** will be written on the Degree Certificate.

3. The duplicate Grade Card will be issued by the Assistant Registrar (Academic). The duplicate Grade Card will be prepared same as original one except the inscription of **'DUPLICATE'** on top of the duplicate Grade Card.

4. The duplicate Provisional Degree Certificate, Leaving/Migration Certificate and Character Certificate will be issued by the Associate Dean (Academic). The duplicate Provisional Degree Certificate, Leaving/Migration Certificate and Character Certificate will be prepared same as original one except the inscription of **'DUPLICATE'** on top of the duplicate Certificate.

Procedure:

1. Register an FIR (First Information Report) for loss/theft of the certificate(s) to the nearest Police Station.

2. In case of Degree Certificate/Grade Card/Provisional Degree Certificate, advertise the loss in a National Daily furnishing the details of the Degree Certificate/Grade Card/Provisional Degree Certificate and the full address of the candidate with a request for return of the document if received within a reasonable period. After waiting for 15 days apply with the newspaper cutting.

3. An application (Available on Institute website) duly signed by the candidate for duplicate certificate(s) should be submitted to Dean/Associate Dean (Academic), NIT, Uttarakhand along with following documents:

   i. Copy of FIR (First Information Report).
   ii. The full sheet of the copy of the advertisement published in a newspaper regarding the loss should be enclosed for verifying the date of issue, name and page number of the newspaper.
   iii. A non – traceable certificate issued by the Police official duly signed by the Inspector or Sub - Inspector with round seal (from the area in which the candidate lost the certificate) by mentioning Crime and Occurrence Sheet Number and Date. (Format of affidavit given in the application form).
   iv. The Demand Draft of the requisite fees for making duplicate certificate (s). The Demand Draft should be in favor of The Director, NIT Uttarakhand drawn on any bank at Srinagar (Garhwal).

   v. An Affidavit on a non-judicial stamp paper duly signed on the prescribed stamp by the Notary Public (original). (Format of affidavit given in the application form).

   vi. Photocopies of the lost or stolen documents. (If available).

vii. *Photocopy of an ID Proof (PAN Card/Aadhaar Card/Driving License/Voter ID card).*

4. *Above formalities are not required in case one is applying for issue of duplicate certificate(s) on account of mutilation of certificate(s). Then candidate is required to attach mutilated certificate(s) with his application and Demand Draft of the requisite fees for making duplicate certificate(s).*

5. *Fees/Charges for making duplicate certificate is as under:*

Sl. No.	Certificate	Fees/Charges
1.	Duplicate Degree Certificate	Rs. 1000
2.	Duplicate Grade Card	Rs. 1000
3.	Duplicate Provisional Degree Certificate	Rs. 500
4.	Duplicate Leaving/Migration Certificate	Rs. 500
5.	Duplicate Character Certificate	Rs. 500

Processing Time:

Minimum 5-6 weeks after receipt of application along with all mentioned documents and Demand Draft of the requisite fees. In case of mismatch/ incomplete documents, the issue of duplicate certificate(s) will be further delayed. Duplicate certificate(s) will be issued only after due verification and the institute is convinced that the request is genuine.
*Formats of various forms related to issuance of duplicate certificates are enclosed as **Annexure 11.09.***

Resolution: Approved.

S. 11.15 **Conversion of status of Ph.D. Programme from Full Time to Part Time i.r.o. Mr. Lalit Ranakoti (DT16MEJ001).**

Mr. Lalit Ranakoti (DT16MEJ001) research scholar, Department of Mechanical Engineering vide his letter dated 27.03.18 has requested for the conversion of his Ph.D. from full time status to part time on personal grounds. Rule 4.11 PhD Ordinance, Rules and Regulations provides the provision of conversion of Full time to Part time Ph.D. Programme.

The Senate is requested to approve the same.

Resolution: Approved.

S. 11.16 **Review of Provision of Summer Term/ Winter Term.**

Rule 4.12 of the Under Graduate and Post Graduate Ordinances of the Institute describe the provision of Summer Term / Winter Term. As per the resolution of 14th Finance Committee meeting (Item FC 14.08) (Annexure 11.10), duly confirmed in 17th meeting of Board of Governors, Finance Committee desires that the Senate should review the provision of Summer Term/ Winter Term.

The Senate is requested to review the provision of Summer Term/ Winter Term and issue fresh guidelines.

Resolution: The Senate resolved that Summer/Winter Term may be offered in special cases only for B. Tech. 4th Year students with approval of the Chairman Senate. Other rules and regulations of Summer/Winter Term shall remain same.

S. 11.17   **Nomination of two faculty members to the Board of Governors.**

As approved in the first Senate meeting held on 26th May, 2013, two representatives from amongst the faculty are to be nominated on the Board of Governors by the Senate. The tenure of previously nominated two faculty members to the Board of Governors, Dr. Renu Bhadola Dangwal, Assistant Professor, Department of Sciences & Humanities and Dr. Indrajit M Nagpure, Assistant Professor, Department of Sciences & Humanities is going to end in June 2018.

The Senate is requested to nominate the two faculty members to the Board of Governors.

Resolution: The Senate resolved that the tenure of the presently nominated two Faculty members, to the Board of Governors, be extended by three more months.

S. 11.18   **Any other item with the permission of Chairman, Senate.**

The Chairman allowed tabling of following three agenda items.

S. 11.18 (A)   **To consider the Request of Mr. Navdeep Thalor (BT14CIV006) for extension in the date of Make-up Examination on medical grounds**

Mr. Navdeep Thalor (BT14CIV006) is a B. Tech 4th year student in the department of Civil Engineering. He has completed 288 Credits at the end of Seventh Semester with CGPA 8.38. He is currently registered for 32 Credits in Eight Semester (Spring Semester 2018). He is admitted in AIIMS Rishikesh on 7th May 2018 for treatment. Due to this, he could not appear in End Term Examination. He is eligible for Make-Up Examination. As per advice of the Doctors, AIIMS Rishikesh, he is not well enough to appear in Make-Up Examination Spring Semester 2018 as well.

Keeping in view the future of the student, date of Make-Up Examination Spring Semester 2018 for Mr. Naveep Thalor may be extend up to 10th June 2018. The application of the student is attached in **Annexure S11.08**.

The senate may consider his request and approve the same.

Resolution: The Senate considered this as a special case and resolved to conduct Make-up examination of Mr. Navdeep Thalor (BT14CIV006) before 25th July 2018.

S. 11.18 (B)   **To consider the revised scholarship continuation rule for M. Tech. Students.**

Section 9.2 (iii), (iv) and (v) of course book provides the rule for the continuation of scholarship of M. Tech Students which are

"(iii) GATE scholarship shall be continued for the current semester subjects to the condition that M.Tech. student has scored first class in previous semester. In NIT, Uttarakhand SGPA of 6.75 is equivalent to first class in a semester.
(iv) If a M.Tech. student secures first class in current semester then only he/she will be eligible for full GATE scholarship for the next semester, else he/she will be granted scholarship at 50% rate from the next month after declaration of result subject to the condition (B) V.
(v) If a M.Tech. student does not score first class in two consecutive semesters then his/her scholarship shall be stopped for the semester which follows the two consecutive semesters of failure to score first class from the next month of declaration of result."

In order to simplify these rules and to remove the anomaly in the "first class" definition after implementation of revised percentage rule (S.10.15) the following rule is proposed to replace Para (iii), (iv), (v) and (viii) of section 9.2 of the course book:

"(iii) GATE scholarship shall continue for the current semester subject to the condition that the CGPA of an M. Tech. student is 6.75 or above. In case an M. Tech student fails to maintain the CGPA 6.75 or above his/her scholarship shall be reduced by 50% from the next month of the declaration of the results. Further if the student fails to maintain the CGPA 6.75 or above in two consecutive semesters then his/her scholarship shall be stopped from the next month of the declaration of the results."
The senate is requested to approve the above changes in the Course Book.

Resolution: The senate approved replacement of Para (iii), (iv), (v) and (viii) of section 9.2 of the Course Book December 2016 as under:

"(iii) GATE scholarship shall continue for the current semester subject to the condition that the CGPA of an M. Tech. student is 6.50 or above. In case an M. Tech student fails to maintain the CGPA 6.50 or above his/her scholarship shall be reduced by 50% from the next month of the declaration of the results. Further if the student fails to maintain the CGPA 6.50 or above in two consecutive semesters then his/her scholarship shall be stopped from the next month of the declaration of the results."

This shall come into effect from the day of declaration of the final results of Spring Semester 2018.
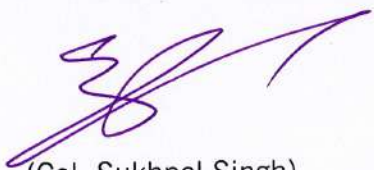
S. 11.18 (C)   To consider the Format of transcripts for B. Tech and M. Tech. Students

The format of the Institute Transcript is prepared for both UG & PG students and it is attached in Annexure S11.09.

The Senate is requested to consider and approve the same.

Resolution: Withdrawn. The Senate resolved to present the formats of Institute Transcripts to SUGB and SPGB for vetting and recommendation. Senate authorizes the Chairman to approve the duly vetted transcripts.

The meeting ended with vote of thanks to the Chair.

(Col. Sukhpal Singh)
Secretary

Approved/Not Approved

(Prof. Shyam Lal Soni)
Chairman