

MINUTES OF THE EIGHTEENTH MEETING OF THE SENATE

The Eighteenth meeting of the Senate was held at NITUK-Satellite Campus, MNIT Jaipur at 11:30 AM on 20th June, 2019.

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. Prof. Nupur Tandon, MNIT, Jaipur	-	Member
4. Dr. Sanat Agarwal, Dean Academics	-	Member
5. Dr. Dharmendra Tripathi, Dean (R&C)	-	Member
6. Dr. Dr. Gurinder Singh Brar Dean (SW & AA)	-	Member
7. Dr. Lalta Prasad, Dean (HoD, Dept. of ME)	-	Special Invitee
8. Dr. Renu B Dangwal, (HoD, English)	-	Special Invitee
9. Dr. Kusum Sharma, Assistant Prof (Grade I)	-	Special Invitee
10. Dr. Kamal Kant Tiwari, Assistant Prof (Grade I)	-	Special Invitee
11. Dr. Abhimanyu Kumar, Assistant Prof (Grade II)	-	Special Invitee
12. Dr. Anshul Sharma, Associate Dean (Acad-UG)	-	Special Invitee
13. Col. Sukhpal Singh, Registrar	-	Secretary

Prof. Nupur Tandon and Dr. Hariharan Muthusamy (Dean FW), member of the Senate, attended the meeting through Video Conferencing. Prof. Mannar Ram Maurya and Prof. R. B. Patel (Dean P&D), member of the Senate, could not attend the meeting due to prior engagements.

At the outset, Secretary welcomed the Hon'ble Chairman Senate, members of the Senate and the Special Invitees and requested the Chairman to chair the 18th Meeting of the Senate.

The Hon'ble Chairman extended a warm welcome to all the Senate members and the Special Invitees. He also welcomed the new Dean (Academic Affairs), Dr. Sanat Agarwal and thanked Dr. Gurinder Singh Brar for successful Control & General Regulation and maintenance of the Standards of Instructions, Education and Examination in the Institute during his tenure as Dean (Academic Affairs).

The Senate discussed the agenda and resolved as under:

S.18.01. Confirmation of the Minutes of the 15th, 16th and 17th Meetings of the Senate.

Resolution: Confirmed.


21/06/19


21/06/2019

S.18.02. Action Taken Reports of 15th, 16th and 17th Meetings of the Senate

Resolution: Noted.

S.18.03. Ratification of the notes approved by the Chairman, Senate

Some urgent issues as listed below were discussed with the Hon'ble Chairman Senate and their approvals were taken in related matters. The details of the approvals taken are enclosed as **Annexure S.18.04 to Annexure S.18.08.**

S. No.	Subject of the noting
1.	Regarding unfair means during Supplementary Examination of Odd Semester 2018
2.	Regarding unfair means during End Semester Examination, Odd Semester 2018
3.	Regarding unfair means during Mid Term Examination-I, Even Semester 2019
4.	Regarding relaxation in attendance, appearing in End Semester Exam and submission of assignments, projects, Mid-Term exam of Even Semester 2019 for Ms. Neelam Meena
5.	Regarding approval for Supplementary Examination of the course "Optimization Technique" (CEL 422) as a special case. Any other students are eligible to appear in the supplementary exam are also allowed to appear in this exam as a special case.
6.	Revised Fee Structure of M. Tech Students

The Senate is requested to ratify the same.

Resolution: Ratified

S.18.04. To approve the Academic Calendar for the Odd Semester 2019.

The Academic Calendar for the Odd Semester 2019 is prepared after discussion with all the Associate Deans and Head of the Departments. The draft Academic Calendar is enclosed as **Annexure S18.09.**

The Senate is requested to approve the same for implementation.

Resolution: Approved.

S.18.05. To approve the Minutes of the Curriculum Development Workshop of all the Departments.

The Curriculum Development Workshops (CDWs) were organized by all the Departments for the revision of Course Structures and Syllabi of UG and PG programs and for designing new PhD level courses.

 21/06/19

 21/06/19

The SUGB and the SPGB made their recommendations on the Course Structures and Syllabi based on the Minutes of CDWs, DUGC and the DPGC. The Minutes of the 10th SUGB and the 9th SPGB are attached as **Annexure S.18.10** and **Annexure S.18.11**, respectively.

The highlights of the recommendations are:

(a) The Lab component is separated from the Theory Courses. SUGB and SPGB have recommended Theory and Lab courses as separate courses in UG and PG programs, respectively.

(b) The CDWs have also made several additions of courses, removal of courses and modifications of the exiting course content in order to make the programs more relevant for the modern industrial environment.

(c) The NPIU of MHRD had requested to ensure that Occupational Health and Safety (OHAS) is incorporated in the model curriculum as per their mail dated 06 June, 2019, a copy of which is enclosed as Annexure S.18.12.

(d) The CDW of the Department of Civil Engineering have recommended inclusion of "Occupational Health and Safety" in the course content of the course "Environmental Science (CEL102)" and the same is recommended by SUGB. The complete Syllabus of the Course is enclosed as Annexure **S.18.13**. The course content and the reference book on OHAS are as follows:

Occupational Health and Safety: Introduction, Concept, Philosophy and Psychology of safety, Accident causes and prevention, Safety Management, Risk Identification, assessment and control techniques.

Ramesh R. Lakhe and Kranti P. Dharkar., ISO 45001:2018 Occupational Health & Safety Management System. 2018.

The Senate is requested to deliberate upon the minutes of CDW, SUGB and SPGB and approve implementation of its recommendation.

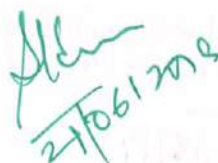
Resolution: **Approved. With regard to the Lab component being made separate from the Theory Courses, the Senate directed that Lab and Theory courses be offered in the same Semester only.**

S.18.06. To approve the policy of up-gradation from JRF to SRF in PhD Program.

SPGB in its 8th Meeting recommended the policy of up-gradation from JRF to SRF in PhD Program as follows:

"A student is required to work as JRF for minimum of two years from the date of joining in PhD program and he/she should complete the course work as per the ordinance to become eligible for application for up-gradation to SRF. The

 21/06/19

 21/06/2019

Research Progress Committee (RPC), under the chairmanship of Dean (Acad.) or Assoc. Dean (Acad.) will review the performance of the Scholar for recommending his/her

Up-gradation from JRF to SRF. This should be submitted to the Chairman (Senate) for approval."

The minutes of 8th Meeting of the SPGB is enclosed as Annexure S.18.14.

The Senate is requested to approve the implementation of the above policy.

Resolution: Approved.

S.18.07. To approve the format of different Forms for PhD Program.

The SPGB in its 8th Meeting recommended format of different forms to be used during the PhD Program. The forms are enclosed as given in **Annexure S.18.15.**

The names of the forms are listed below:

- a. Joining Form in PhD Program/Project
- b. Formation of Research Progress Committee (RPC) Form
- c. Course Registration and RPC Form for New Students
- d. Undertaking of Institute Scholarship
- e. RPC Recommendation form of 6 monthly Progress Seminar
- f. JRF to SRF Up-gradation Form
- g. PhD Thesis Synopsis Seminar Form
- h. PhD Thesis submission Form
- i. Panel of PhD Thesis Examiners Appointment Form
- j. Viva-voce reports of PhD scholars.
- k. Details of graduating student regarding receiving PhD Degree.

The Senate is requested to approve the same.

Resolution: Approved. The same be uploaded on the Institute website.

S.18.08. To approve the formats for Provisional and Final Degree Certificates of PhD Program.

The formats of Provisional Degree Certificate & Final Degree Certificate of PhD Program were prepared and placed for consideration in the 8th Meeting of SPGB.

The formats of the two Certificates recommended by the SPGB are given in **Annexure S.18.16 and Annexure S.18.17**

The Senate is requested to approve the same.

Resolution: Approved with modification that the Provisional Degree Certificate will also be issued under the signature of the Registrar.

 21/06/19

 21/06/19

S.18.09. To consider the application of PhD Scholar Joe Philip regarding extension of PhD Registration for one more year.

Mr. Joe Philip (Roll no. DH14SCE001) had joined the full time PhD Program in the Department of English (then Science and Humanities Department) in March, 2014 under the supervision of Dr. Renu B. Dangwal. He had later converted it into Part-Time.

As per the PhD Ordinance, the registration in the PhD program is valid for 6 years. The student has submitted an application regarding extension of his PhD registration by one more year beyond 6 years on medical ground and other issues. The application of the student is enclosed as **Annexure S.18.18** and the letters regarding his registration date are enclosed in **Annexure S.18.19**. The student is completing 6 years in December, 2019 as his date of joining in PhD Program is considered from the beginning of Odd Semester 2014 (January, 2014).

The SPGB recommended that the registration of the PhD scholar be extended by one more year and that no further request for extension will be considered. The Minutes of the 8th SPGB is enclosed as **Annexure S.18.14**.

Section 1.4.2.14 of the PhD Ordinances, Rules and Regulations in this regard allows the candidate to apply for re-registration before completion of (six) 6 years of registration period if he/she wishes to continue the research. The candidate has applied for re-registration before the completion of six (6) years.

The Senate is requested to approve re-registration for one more year to the PhD Scholar Joe Philip after the completion of six-year period and allow him to continue his research.

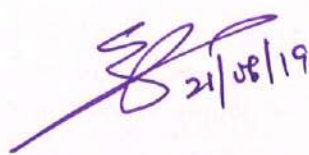

Resolution: The Senate approved the re-registration for one more year to Mr. Joe Philip to continue his research. He is advised to submit the PhD Thesis within the time limit.

S.18.10. To consider the list of Journals in Humanities for publication for the award of PhD Degree.

As per the Ordinances, a candidate should have one paper accepted/published in Scopus Indexed, UGC approved journals and at least one paper accepted/published in an international/National conference related to his/her PhD thesis work before the submission of PhD thesis for Humanities stream.

However, the matter was discussed in DPGC regarding consideration of 35 more journals in Humanities other than Scopus Indexed UGC approved journals.

The same matter was discussed in SPGB and it is recommended including the

 21/08/19  21/08/2019

journal "The Indian journal of English Studies" as per recommendation of two experts from IIT Roorkee. SPGB further recommended getting remarks of experts from IITs to consider inclusion of five more referred journals in the list. The minutes of the 8th SPGB is enclosed as **Annexure S.18.14**.

The Senate is requested to approve inclusion of "The Indian journal of English Studies" for submission of PhD thesis for Humanities stream.

Resolution: Approved.

S.18.11. To consider the recommendation of SPGB for PhD Program.

The SPGB recommended the following items related to the PhD program in its 8th meeting held on June 10, 2019:

- a. **Date of PhD Registration.** The date of joining the PhD Program will be considered as the date of Registration in the PhD program. However, the student is required to complete the course work within three semesters (including the duration of failure in the course work) from the date of joining the PhD Program.
- b. **Duration of completion of PhD Program.** For a PhD scholar who joins the PhD Program in the middle of a semester, the duration for completion of course work will be counted from the beginning of the next semester.
- c. **Duration of award of Institute scholarship.** A PhD scholar sponsored by the Institute will be awarded fellowship by the Institute for a maximum period of 5 years from the date of joining the PhD Program subject to the satisfactory performance as recommended by RPC from time to time.
- d. **Examiners for the evaluation of PhD thesis.** The PhD thesis can be evaluated in India by the examiners from NITs, IITs or other central government funded institute/laboratories, irrespective of the designation of the examiners.
- e. **Number of PhD Scholars that a Faculty Member can supervise.** Presently, as per the resolution of the 11th Meeting of Senate, a faculty can guide maximum four (04) PhD scholars at a time, out of which a maximum of two (02) students can be funded through MHRD fellowship scheme.

The same was approved by the Senate in view of the annual intake of ten (10) PhD scholars. However, the annual intake has been increased to 40 as per the resolution of 15th Senate Meeting. Moreover, the Institute is in transition phase and it is the prime responsibility of the Institute to continue adequate supervision of those PhD scholars whose supervisors have resigned from the Institute. Considering all the facts, the SPGB has strongly recommended the following:

- i. An Assistant Professor can guide a maximum of four (04) PhD scholars registered under him/her at a time as a supervisor or co-supervisor including all categories and schemes out of which maximum 03 students

 21/06/19

 21/06/2019

can be funded from MHRD fellowship scheme. However, an Associate Professor can guide a maximum five (05) PhD scholars and a Professor can guide a maximum of six (6) PhD scholars at a time including all categories and schemes out of which maximum three (03) students can be funded from MHRD fellowship.

- ii. In addition to this, a faculty can guide a maximum of two (02) PhD scholars as co-supervisor outside the Institute at a time with due approval from the Competent Authority. During allotment of the Institute scholars to the faculty members at the time of admission of the PhD scholars, preference will be given to the faculty members having lesser number of Institute scholars.

The above recommendation should not be applied retrospectively to the faculty members who have already been assigned PhD scholars as per the prevalent rules.

- f. **Relaxation from requirement of GATE/ NET score, for admission into PhD Program, for candidates with one and half years of experience in Central Government funded projects.** GATE/NET relaxation may be given to a candidate for admission in PhD Program who has minimum working experience of one and half years in a central government funded project. However, essential qualifications, other terms and conditions shall be the same as per the Ordinances of the Institute.

The minutes of the 8th SPGB is enclosed as **Annexure S.18.14.**

The Senate is requested to deliberate upon the above issues recommended by SPGB and grant approvals accordingly.

Resolution: Approved, however,

- (i) The point 'd' above be modified as follows:


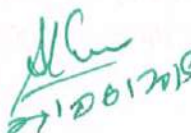
"d. Examiners for the evaluation of PhD thesis. The PhD thesis can be evaluated in India by the examiners from NITs, IITs or any other reputed organizations."

- (ii) The point 'e' is withdrawn.

- (iii) As regards relaxation from requirement of GATE/ NET score, for admission into PhD Program, Senate resolved as follows:

"The Relaxation from requirement of GATE/ NET score will be valid only for admission into Part Time PhD Program, for candidates with two years of experience in reputed academic/industrial organizations or Govt. funded Research Projects. However, the essential qualifications, other terms and conditions shall be the same as per the Ordinances of the Institute"

S.18.12. To approve the policy on visit of PhD scholars to the Satellite Campus for interaction with the supervisor regarding research work.

 21/06/19
 21/06/19

The faculty members are distributed in the Satellite/Parent Campuses; however, the PhD Scholars continue their research work in the Parent Campus only. In order to facilitate the interaction and supervision of those PhD Scholars whose supervisors are in the Satellite Campus, the following is proposed:

1) The PhD scholars can visit their supervisors in the Satellite Campus up to four (04) times in a semester each of one week duration to discuss the research work and their progress. The supervisor may recommend a longer visit with due approval of the Competent Authority.

2) They shall be considered on duty in the Institute including the visit duration and travel period.

3) The visit should be approved by the HOD on the recommendation of the supervisor.

The Senate is requested to deliberate upon this issue and approve the above policy.

Resolution: Approved. The same will also be applicable to the M.Tech 2nd Year Students only for discussing the progress of Research/Project work with respective supervisor(s).

S.18.13. To approve the policy on unfair means case.

The punishment to a student in the case of use of unfair means was revised in the Ordinances, Rules and Regulations for UG and PG programs as follows:

Clause 7.3

a. If it is the first incidence of the student in the Institute, he/she shall be de-enrolled from the current semester.

b. If it is the second incidence of the student in the Institute, he/she shall be de-enrolled for the two semesters.


c. If it is the third incidence of the student in the Institute, he/she shall be removed from the program and the Institute.

The unfair means rule revised in August 2018 were found to be very harsh and therefore need revision. The following revision is proposed in clause 7.3:

Clause 7.3

a. If it is the first incidence of the student in the program then he/she will be awarded zero marks in the concerned examination of the course.

b. If it is the second incidence of the student in the program then he/she will be awarded zero marks in all the examinations (past only) of the course in the same semester.

 25/06/19

 25/06/19

- c. *If it is the third incidence of the student in the program then he/she will be de-enrolled for the current semester.*
- d. *If it is the fourth incidence of the student in the program then he/she will be de-enrolled for two semesters including the current one.*
- e. *If it is the fifth incidence of the student in the program then he/she will be expelled from the institute.*

The Senate is requested to approve the revision of Clause 7.3 of the Ordinances.

Resolution: **Approved as modified below:**

"Clause 7.3

- a. *If it is the first incidence of the student in the program then he/she will be awarded zero marks in the concerned examination of the course.*
- b. *If it is the second incidence of the student in the program then he/she will be awarded zero marks in all the examinations (past only) of the course in the same semester.*
- c. *If it is the third incidence of the student in the program then he/she will be de-enrolled for the current semester.*
- d. *If it is the fourth incidence of the student in the program then he/she will be expelled from the institute."*

The same should not be applied retrospectively.

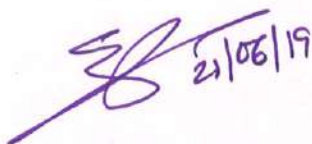
S.18.14. Modification in the Constitution of the Grade Moderation Committees of the Departments.

The Senate in its 12th meeting had resolved in Agenda Item no. 12.07 of the minutes that the senior most faculty member of the department will be the Chairman of the GMC. It is proposed that the chairman of the Grade Moderation Committee (GMC) of a department should be a senior faculty member and not necessarily the senior most faculty member.

Generally, the Deans are the senior-most faculty members of the departments. This will allow the head of a department to make another senior faculty member as the Chairman of GMC. The rest of the constitution of the GMC shall remain the same.

The Senate is requested to approve the above proposal.

Resolution: **Approved.**

 21/06/19

 21/06/19

S.18.15. To cancel admission of five (05) students who are continuously absent from the Institute.

As per the Clause 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 Clause 3.17.1 a UG student can withdraw for a maximum of two semesters during the course of completion of programme. A PG student can withdraw for a maximum of one semester during the course of completion of the program.

There are five (5) students (UG - 4 and PG - 1), the UG students have not enrolled for more than two semesters and the PG student has not enrolled for more than one semester. Communications have been made with them and/or their parents. In spite of mentioning the deadline in the communication letters neither the students nor their parents have reported in Institute (Letters are attached as **Annexure S.18.20**. The details of the students are as follows:

S. No.	Roll No.	Name	Last Enrolled in
1	MT18MEC004	Mrindali Bajpayee	Odd Semester 2018
2	BT14CSE025	Gadde Kalyan Rao	Odd Semester 2018
3	BT14MEC044	Shailendra Kumar Mishra	Spring Semester 2018
4	BT16ECE048	Rajeev Saini	Odd Semester 2018
5	BT17CSE033	Ashutosh Kumar Shubham	Odd Semester 2018

The Senate is requested to cancel the admission of above listed five (05) students who are continuously absent from the Institute.

Resolution: Approved.

S.18.16. Award of B.Tech degree to Eight (08) students of 2013 and 2014 batches.

The following B.Tech students of 2013 and 2014 batches have completed the requirements of their B.Tech degree in Odd Semester 2018. The recommendations of Degree Committees are enclosed as **Annexure S.18.21**.

Sr. No.	Roll No.	Name
1	BT13CIV002	Aadesh Shally
2	BT13CIV020	Abhishek Meena
3	BT13ECE017	Akash Kumar Patel
4	BT14CIV035	Vijay Dev Panchpal
5	BT14CIV053	Subhash Kumar Ranjan
6	BT14ECE011	Laxman Singh
7	BT14ECE018	Chinta Bharachand
8	BT14MEC020	Dharmraj Meena

 21/06/19

 21/06/19

The Senate is requested to approve the award of B. Tech degrees to the above students.

Resolution: The Senate approved the award of B. Tech Degree to following students:

Sr. No.	Roll No.	Name
1	BT13CIV002	Aadesh Shally
2	BT13CIV020	Abhishek Meena
3	BT13ECE017	Akash Kumar Patel
4	BT14CIV035	Vijay Dev Panchpal
5	BT14CIV053	Subhash Kumar Ranjan
6	BT14ECE011	Laxman Singh
7	BT14ECE018	Chinta Bharachand
8	BT14MEC020	Dharmraj Meena

The senate also ratifies the approvals granted by the Chairman, Senate for the award of B. Tech Degree to following students, which were presented for ratification:

Sr. No.	Roll No.	Name
1	BT13CSE049	Aditya Tigga
2	BT14CSE019	Himanshu Seepal
3	BT14CSE044	Abhilash Behera

S.18.17. To approve the Guidelines for the Appointment of Visiting Faculty

In order to address the shortage of faculty and deficiencies with regard to specializations in various departments, the heads of the departments have recommended guidelines for the appointment of visiting faculty in the Institute, in a meeting dated April 4, 2019.

The guidelines recommended for potential participants, period of engagement, remuneration, selection process, broad expectation, the number of appointments, etc. are given in detail in **Annexure S.18.22.**



The Senate is requested to deliberate upon and approve the guidelines for appointment of Visiting Faculty.

Resolution: *Withdrawn. These guidelines be placed in the Board of Governors (BoG).*

S.18.18. To approve the Revised Fees Structure for UG and PG programs at the parent and satellite campuses

It is proposed to increase the fee structure of the UG and PG programs in the parent and the satellite campus for the Academic Year 2019-20. The Committee constituted in this regard has made its recommendations on 12 June 2019.

The Committee has recommended 10% annual increase in the fees for the

 21/06/19
 21/06/2019

UG and PG students of all the batches in the parent campus as per the resolution of the Finance Committee vide agenda item FC12.04. The committee has also recommended the fee structure for the UG students of the Satellite Campus and kept it at the same level as that for the MNIT Jaipur UG students.

The report of the committee and the fee structure recommended is attached in Annexure S18.23.

The Senate is requested to approve the revised fee structure.

Resolution: *Approved. MNIT Jaipur has revised the hostel seat rent from Rs. 5000/- to Rs. 6000/-. The same be implemented in the new Fees Structure for students of NIT Uttarakhand Satellite Campus.*

S.18.21. Any other item with the permission of the Chair.

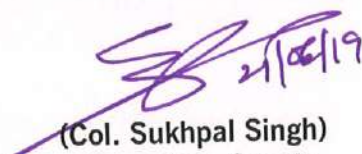
The Hon'ble Chairman allowed an additional Agenda proposed by Dean (Academic Affairs) regarding permission for distribution of Degree Certificates to B.Tech students of 2012, 2013 and 2014 Batches and M.Tech students of 2016 Batch. There is an urgent need to issue Degrees to the students of these batches as many students need the same to complete their joining process in various organizations or for applying in Foreign Universities for higher studies. The Institute is not in a position to organize the Convocation in coming six (06) months.

The Senate is requested to issue guidelines in this regard.

Resolution: The Senate resolved that the Degree Certificates may be issued to the B. Tech Students of 2012, 2013 and 2014 batches and M. Tech Students of 2016 batch since the convocation can't be held in coming six (06) months.

However, duly verified details of the eligible students of these batches be presented in the next Senate meeting for the Senate's recommendation to the Board of Governor (BoG) to confer the Degrees to the eligible students of these batches without convocation.

The meeting ended with vote of thanks to the Chair.


(Col. Sukhpal Singh)
Secretary, Senate

Approved/ Not Approved


(Prof. Shyam Lal Soni)
Chairman