

राष्ट्रीय प्रौद्योगिकी संस्थान, उत्तराखण्ड
NATIONAL INSTITUTE OF TECHNOLOGY, UTTARAKHAND

MINUTES OF THE TWENTY FIRST MEETING OF THE SENATE
(Through Agenda by Circulation)

The Chairman, Senate had approved to seek the resolution to an urgent Agenda of the Senate through Circulation. The Agenda was circulated by e-mail to the following members of the Senate on 29th April 2020, requesting all the members to solicit their comments/suggestions/resolve on the same:

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
5.	Dr. Hariharan Muthusamy, Dean (FW, & IA)	-	Member
6.	Dr. Gurinder Singh Brar, Dean (Acad.)	-	Member
7.	Dr. Dharmendra Tripathi, Dean (R&C)	-	Member
8.	Dr. Sanat Agrawal, Dean (P&D)	-	Member
9.	Dr. Anshul Sharma, Asso. Dean (Academics-UG)	-	Special Invitee
10.	Dr. Saroj Ranjan De, Asso. Dean (Academics-UG, PG & PhD)	-	Special Invitee
11.	Dr. Lalita Prasad, (HoD, Dept. of Mechanical)	-	Special Invitee
12.	Dr. Kranti G. Jain, (HoD, Dept. of Civil)	-	Special Invitee
13.	Dr. Krishan Kumar, (HoD, Dept. of CSE)	-	Special Invitee
14.	Dr. Sourav Bose, (HoD, Dept. of Electrical)	-	Special Invitee
15.	Dr. Tajinder Singh Arora, (HoD, Dept. of Electronics)	-	Special Invitee
16.	Dr. Renu B. Dangwal, (HoD, Dept. of English)	-	Special Invitee
17.	Dr. Nitin Sharma, (HoD, Dept. of Mathematics)	-	Special Invitee
18.	Dr. Pankaj Kandwal, (HoD, Dept. of Chemistry)	-	Special Invitee
19.	Dr. Hardeep Kumar, (HoD, Dept. of Physics)	-	Special Invitee
20.	Col. Sukhpal Singh, Registrar	-	Secretary

The responses from all the members of the Senate were received by e-mail and the comments/suggestions/resolves have been incorporated in the form of a collective resolve as under:

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

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

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

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

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Resolution: The national directives issued by the Government of India for COVID-19 management warrant that all educational institutions to remain closed and shall maintain their respective academic schedules through Online/Distance/E-Learning mode, with an aim to avoid academic loss to the students.

There are no specific provisions in the presently approved Academic Ordinances of the Institute, to handle this unforeseen academic emergency. The only way out is to resort to Online Teaching and Examination mode, for which enactment of few new rules, in addition to the in the existing Academic Ordinances is need of the hour.

Therefore, in the interest of the Institute and the career of the students, and with a sole aim to continue imparting uninterrupted education in this unprecedented situation, the Senate unanimously approves the adoption and implementation of the "Special Ordinance on Online Teaching and Examination" attached as Annexure 'A', after duly incorporating the valid suggestions/observations of the members, to covers all deviations from the established Rules and Ordinances, without diluting the Teaching, Learning, Examination, and the Evaluation processes, during the COVID-19 Lockdown Period.

The Senate further empowers the Chairman Senate to take all necessary measures, following UGC and MHRD guidelines for Online Teaching, Examinations, Evaluations and drafting fresh Academic Calendars as per needs of the future.

The Chairman, Senate expressed his gratitude to all the Senators for rendering their support, guidance and valuable advice to tide over this unprecedented COVID-19 Lockdown situation.


(Col. Sukhpal Singh)
Secretary Senate


Approved/ Not Approved


(Prof. Shyam Lal Soni)
Chairman Senate

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Annexure 'A'

Special Academic Ordinance on Online Teaching and Examinations

Background and Necessity

As per the National directives issued by MHA, GoI for COVID-19 management, all educational institutions shall remain closed and shall maintain academic schedules through Online/Distance/E-Learning mode, with an aim to avoid academic loss to the students.

To tide over this unprecedented situation, the academic schedules of NIT Uttarakhand need to be revised. In the current semester i.e. Even Semester-2020, the Mid Term Exam-II was scheduled from 18th to 20th March, 2020 which could not be conducted because of the prevailing Lockdown Curfew. The Course Contents will be completed by the Course Coordinators on or before 29th April 2020 as per invoked Academic Calendar of Even Semester-2020, but the scheduled End Term Examination scheduled from 04th May, 2020 onwards cannot be conducted in the campus in this situation.

However, in the absence of specific guidelines in the present Ordinances for Online Examination, the Senate was approached for guidelines and fresh set of academic rules in the form of a Special Ordinance on Online Teaching and Examination, keeping in mind the interest of the Institute, students and teaching fraternity, and with an aim to continue imparting uninterrupted education in this unprecedented situation without diluting the teaching, learning and evaluation process.

The Senate approved the enactment of this Special Ordinance on Online Teaching and Examination to covers all deviations from the established Rules and Ordinances.

National Institute of Technology, Uttarakhand is therefore adopting a Special Academic Ordinance for addressing the Academic emergencies and resorting to Online Teaching-Learning process during the COVID-19 Lockdown Period. The new academic rules are discussed in the succeeding paras.

Rules and Regulations of the Special Ordinance

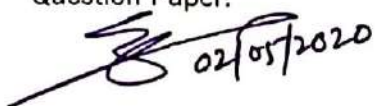
- A. The faculty members shall continue delivering the e-Content to the registered students and finish the syllabi of all offered courses in the current semester, on or before 29th April, 2020 as per Academic Calendar, Even Semester-2020.
- B. **Course Code and Credit System** – The Course Code and Credit System to be followed will be as per the existing Ordinance.
- C. **Attendance Requirement** – A total of 40 Teaching Days out of schedule 58 Teaching Days were conducted before the lockdown was called and the rest of the Teaching Days have been covered by imparting instructions through Online Teaching Mode. The Period of lockdown may be treated as 'deemed to have been attended' by all the students/ research scholars and full Credit of the online attendance will be granted to all the student for the full duration of Lockdown Period and therefore, the attendance requirement shall be assessed accordingly as per the existing rules. As per the Ordinance, student has to attend at least 75% classes to become eligible to appear in End Term Examination. However, in the present situation students must have minimum 55% attendance till 06th March, 2020

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to be eligible to appear in End Term Examination. Student having attendance $\geq 45\%$ but $< 55\%$ till 06th March, 2020, may avail 'L' Power to be allowed to appear in the End Term Examination. Students having attendance $< 45\%$ till that period may be debarred from the End Term Examination of Even Semester-2020.

- D. Teachers Assessment Component** – The weightage of Teachers Assessment Component will include the Teachers Assessment given before the lockdown period and Teachers Assessment after the lockdown period. The Teachers Assessment Component will be graded as per the existing Ordinance and will be credited based on the tests, quizzes, assignments, seminars, and group discussions etc. for both the periods i.e. before the lockdown and after the lockdown.
- E. Mid Term Exam-II** – There will be no Mid Term-II examination. Regular Assignments/Presentations/Seminars/GDs are as such part of the course instructions. However, during the complete duration of the Online instructions, Quizzes and Assignments may be conducted by Course Coordinator, for assessment of Internal Marks. The Mid Term Exam-II marks should be evaluated based on minimum two Quizzes/Assignment Tests, conducted after completion of course by Online mode, by taking an average. The overall weightage of Mid Term Exam II will be as per the existing Ordinances only
- F. End Term Examination (L Type Course)** – The examination may be conducted through online mode from 14th May, 2020. Following instructions must be followed strictly:
- F1.** End Term Examination in each course shall be conducted from the complete syllabus of the Course.
- F2.** End Term Examination may be conducted as Open-Book Exam. The Open-Book Exams can test the ability of a student to quickly find relevant information and then to understand, analyse, apply knowledge, and think critically. In this Exam, limited time with varying degrees of access to resources and references may be allowed.
- F3.** Question Paper should be framed on the standards of Open-Book Examination (Using Bloom's Taxonomy). Not less than 75% of the Questions should be framed from Levels of Analysis, Synthesis, and Evaluation as per Levels mentioned in (Annexure-I).
- F4.** Multiple sets of Question Papers should be prepared by the Course Coordinator (one set of Paper for the range of 20-40 students). The difficulty level of the different sets should be the same.
- F5.** All Question Papers should be subjective and should be set for 40 marks and the time duration will be 2 hours. If a course requirement is for 50 or 60 marks End Term Exam, the marks obtained in 40 marks End Term Exam may be extrapolated.
- F6.** Course Coordinator should allow the students and accept the Answer Sheets till after 10 minutes of the examination time, to grant the students the time to scan or attach file in email. Slow internet connection may be an issue with many students; some students may have a failed internet connection at the time of downloading the Question Paper. The Course Coordinator must give fair opportunity to such students.
- F7.** Course Coordinator should forward Question Papers to the students 30 minutes before scheduled time through e-mail with a copy to the respective Head of Department and Exam Coordinator of the Department.
- F8.** Question Paper should be password protected and the same should be shared by the Course Coordinator with all the registered students just 5 minutes before the start of examination. This will ensure that students will have enough time to download the Question Paper.

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F9. The students will have to solve the paper on A4 size or blank sheets of paper. Each page should bear their Name and Enrolment No/Roll No. on top of each page.

F10. Students should be instructed to answer each Question in their own words and own handwriting. Course Coordinator should penalise the students by deducting the marks, whose answers are adjudged to be copied. The instructions related to this aspect should be given in the Question Papers and also prior information should also be shared with the students by the Academic Section. The Course Coordinator may use online monitoring means i.e. invigilation through webcam etc. for proper invigilation during exam.

F11. Students are required to send back the handwritten scanned/photographed Answer Sheets to the Course Coordinator by e-mail only. In case any student facing difficulty in accessing e-mail, the Course Coordinator may take a decision to receive the answer sheet from that student by other digital modes.

F12. Course Coordinators should convert all Answer Sheets into a single PDF file which must be graded by the Course Coordinator, using PDF tools. The final marks awarded are then shared with the respective students by the Course Coordinator. In case of any dispute on the marks awarded, the students are allowed to represent to the Course Coordinator through any digital means, for checking his/her evaluated Answer Sheet. Such representations shall be taken on record. Only on receiving the representation, Course Coordinator will share the evaluated Answer Sheet with the particular student. For proper record keeping, the Course Coordinator must share copies of Question Papers and evaluated Answer Copies with the Head of the Department and the Department Exam Coordinator.

F13. All the records created during the online course of instructions and examinations should be maintained properly and preserved by the respective Course Coordinators.

G. End Term Examination (P-Type Courses) – For Practical Type Courses, the marks distribution as per Ordinances is as follows:

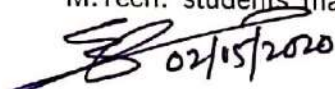
Exam.	Marks Distribution
Mid Term-I and II	60-75
End Term	25-40

G1. Only Mid Term Exam-I was conducted for P-Type Courses before the Lockdown was imposed, and Mid Term Exam-II could not be conducted for the same reason. Students of many Lab Courses have done Lab Work through Virtual Lab Platforms. The evaluation of the complete course for such students is done from the lab records submitted by the students, and Mid Term Exam-II assessments can be finalized by the respective Course Coordinator. Other Course Coordinators of P-Type Courses, whose lab course was not available through the Virtual Labs shall conduct Online Assignments/Quizzes/Viva/Written Test of equivalent marks and same be evaluated and graded by the Course Coordinators, to substitute the Mid Term Exam-II, but in consultation with the Head of the Department and the Dean (Academic Affairs).

G2. End Term Written Examination shall be conducted and evaluated through Online mode for these P-Type Courses, wherein students may be given Assignments/Quizzes/Viva/Written Test, based on the Theory of the Practical, designed on the pattern of the questions usually asked in viva.

G3. Course Coordinator may conduct the End Term Examination for the P-Type Courses as per their convenience, any day, but before 07th May 2020.

H. Evaluation of D Type Courses – Due to the current scenario, most of the B.Tech. and M.Tech. students may not be able to complete the Experimental Works of the Projects.

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Such students may be awarded 'KK' Grade and they may be allowed to submit the complete report by 31st October 2020. Other students, who submit their complete Project Report Online, to the Course Coordinator, during the Lockdown period, may be evaluated and graded through online presentations.

- I. **Registration for ODD Semester-2020** – Online Registration shall be conducted through Google Forms of Soft Copy of Registration Form may be forwarded by e-mail to each and every student of the Institute.

- J. The Academic Calendar is modified as proposed:

1.	Registration for ODD Semester 2020	25 th – 27 th April, 2020
2.	Last date of Online Learning/Teaching	29 th April, 2020
3.	Display of Attendance	06 th May, 2020
4.	Display of Internal Marks	07 th May, 2020
5.	Display of Grades for P & V Courses	08 th May, 2020
6.	End Term Exams (Online)	14 th – 22 nd May, 2020
7.	Last date of Showing Answer Sheets / Response Sheets	25 th May, 2020
8.	Committee Meeting for Finalization & Display of Grades	26 th May, 2020
9.	Last date for Grievance	27 th May, 2020
10.	Registration for Supplementary Exam	27 th May, 2020
11.	Supplementary Exam (Online)	30 th – 31 st May, 2020
12.	Last Date of Showing Answer Sheets / Response Sheets (Supplementary Exam)	01 st June, 2020
13.	Display of Grades (Supplementary Exam)	02 nd June, 2020
14.	PhD RPC Presentation (Online)	27 th -31 st May, 2020


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

K1. However, due to the unprecedented situation created by COVID-19, it is neither possible nor advisable for the students to undergo "In Person Practical Training" The "In Person Practical Training" is hereby replaced with "Online Training Activities" which an eligible student may attend Online from their homes. This option is however not mandatory and will be in addition to the already existing practical training practice as per Ordinance.

K2. The Course Coordinator of Practical Training along with Head of the respective Departments shall find the suitable Online Training Programs which may be relevant and useful to the students in the context of value addition to the knowledge of the students and catering to the needs of the Industry on the platforms like 'https://internshala.com/' etc. Course Coordinators and Head of the respective Department may explore more platforms like these and share with the students. The List of such courses should be provided to the students, by the Course Coordinator of the Practical Training, in consultation with the Head of the respective Department.

K3. Relevant Courses available on various online platforms like SWAYAM, NPTEL lecture, NPTEL SWAYAM should be explored and shared with the students.

K4. It must be ensured that Courses offered should not be from the normal Curriculum of the Degree Program.

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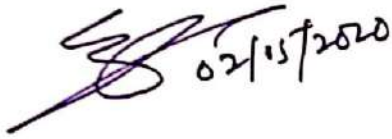
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K5. The students should be asked to obtain permission from Training & Placement Cell and Head of respective Department to opt for such Training/Course before joining Online Training Activity.

K6. The evaluation of the Practical Training Course shall be as per prevailing practice, i.e., on the basis of Report and Certificate of Completion submitted by the student followed by Seminar/Presentation by the student at the start of ODD Semester – 2020.

K7. The Online Training shall be completed before the commencement of Odd Semester – 2020.

Others rules shall be followed as provided in the existing Academic Ordinances, any deviation from the rules delineated above or the existing Academic Ordinances shall require the approval of the Chairman Senate.

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01/01/2020

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Annexure – I

Level	Useful Verbs	Sample Questions
Knowledge	<ul style="list-style-type: none"> Tell List Describe Relate Locate Write Find State Name 	<ul style="list-style-type: none"> What happened after...? How many...? Who was it that...? Can you name the...? Describe what happened at...? Who spoke to...? Can you tell why...? Find the meaning of...? What is...? Which is true or false...?
Comprehension	<ul style="list-style-type: none"> Explain Interpret Outline Discuss Distinguish Predict Restate Translate Compare Describe 	<ul style="list-style-type: none"> Can you write in your own words...? Can you write a brief outline...? What do you think could of happened next...? Who do you think...? What was the main idea...? Who was the key character...? Can you distinguish between...? What differences exist between...? Can you provide an example of what you mean...? Can you provide a definition for...?
Application	<ul style="list-style-type: none"> Solve Show Use Illustrate Construct Complete Examine Classify 	<ul style="list-style-type: none"> Do you know another instance where...? Could this have happened in...? Can you group by characteristics such as...? What factors would you change if...? Can you apply the method used to some experience of your own...? What questions would you ask of...? From the information given, can you develop a set of instructions about...? Would this information be useful if you had a ...?
Analysis	<ul style="list-style-type: none"> Analyse Distinguish Examine Compare Contrast Investigate Categorise Identify Explain Separate Advertise 	<ul style="list-style-type: none"> Which events could have happened...? I ... happened, what might the ending have been? How was this similar to...? What was the underlying theme of...? What do you see as other possible outcomes? Why did ... changes occur? Can you compare your ... with that presented in...? Can you explain what must have happened when...? How is ... similar to ...? What are some of the problems of...? Can you distinguish between...? What were some of the motives behind...? What was the turning point in the game? What was the problem with...?
Synthesis	<ul style="list-style-type: none"> Create Invent Compose Predict Plan Construct Design Imagine Propose Devise Formulate 	<ul style="list-style-type: none"> Can you design a ... to ...? Why not compose a song about...? Can you see a possible solution to...? If you had access to all resources how would you deal with...? Why don't you devise your own way to deal with...? What would happen if...? How many ways can you...? Can you create new and unusual uses for...? Can you write a new recipe for a tasty dish? Can you develop a proposal which would...
Evaluation	<ul style="list-style-type: none"> Judge Select Choose Decide Justify Debate Verify Argue Recommend Assess Discuss Rate Prioritise Determine 	<ul style="list-style-type: none"> Is there a better solution to... Judge the value of... Can you defend your position about...? Do you think ... is a good or a bad thing? How would you have handled...? What changes to ... would you recommend? Do you believe? Are you a ... person? How would you feel if...? How effective are...? What do you think about...?

04/05/2020