

The LNM Institute of Information Technology, Jaipur
(Deemed to be University)

Thirty Seventh Meeting of the
ACADEMIC COUNCIL
(4:00PM)

Date: October 29, 2013
(Tuesday)

MINUTES

Minutes of the 37th meeting of the Academic Council held on October 29, 2013.

The following were present:

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| 1. Prof. S.S. Gokhale | -In Chair |
| 2. Prof. Ranjan Gangopadhyay | -Member |
| 3. Prof. R. Tomar | - Member |
| 4. Prof. Ravi Prakash Gorthi | - Member |
| 5. Prof. Anupam Singh | - Member |
| 6. Dr. Manju Dhariwal | -Member |
| 7. Dr. Ajit Patel | -Member |
| 8. Dr. Somnath Biswas | -Member |
| 9. Dr. K.K. Khatri | -Member |
| 10. Dr. Rajbir Kaur | -Member |
| 11. Mr. Sandeep Saini | -Member |
| 12. Mr. Apoorv Purwar | - Member |

The following members could not be present in the meeting and were granted leave of absence:

1. Prof. V. Raghavendra
2. Prof. M.S. Gaur
3. Mr. Keshav Sharma

As Mr. Siddhant Sardana, the student-nominee, could not be present, Mr. Varun Bhardwaj attended the meeting in his absence as a special invitee.

On the invitation of Chairman, Academic Council, other faculty members attended the meeting (list enclosed as Annexure-A)

At the outset the Chairman, thanked Prof. Anupam Singh, the outgoing Dean, Academic for having discharged the responsibilities of this post and making good contributions during his three years tenure. The Chairman expected his continued support in the years to come.

The Chairman welcomed all present and called the meeting to order. Thereafter, agenda items were taken up for consideration.

The LNM Institute of Information Technology, Jaipur

Agenda Item No. AC-M-37.1: Confirmation of the Minutes of 36th meeting held on August 31, 2013.

It was brought out that in the Agenda Item AC-A-36-3 the name Mr. C.D. Verma should be replaced by Dr. P. Srinivas. In course of discussion, it emerged that industry experts were required to inform their superiors, in order to provide the feed- back needed by us, although, Mr. Keshav Sharma, who hails from industry, has given his feedback on CSE Course-Curriculum. The Chairman informed that he would make a request to the Governing Council to include one expert from industry as its member.

Subject to the above clarifications, the minutes of the 36th meeting were confirmed.

Agenda Item No. AC-M-37.2 : Announcements, if any, by the Chairman.

The Chairman briefly shared the outcome of the Governing Council meeting held on October 11, 2013 in Delhi. He announced that the next Convocation would be held on Sunday, December 08, 2013 and Dr. Anil Kakodkar will be the Chief Guest on the occasion. He further announced that a mid-course review meeting would be held before the next Governing Council meeting. The Chairman desired that the process of evaluation for Y09 batch, for the ongoing semester, be completed on time, so that everyone eligible receives degree.

The Chairman added that, in future, Convocation dates should be planned two days before the beginning of next Academic Year. This would benefit students going abroad for higher studies, as they would be receiving their degrees in person, and also those joining industry in India, as they, too, would receive in person.

Agenda Item No. AC-M-37.3 : Report on action taken on the decisions of 36th meeting held on August 31, 2013 and earlier meetings of the Academic Council.

The Council observed that action on obtaining feed-back from industry had been completed. The council noted that discussions were ongoing with the Instructor of the Computer Organization and Architecture Course and efforts would be made to resolve the issue.

Agenda Item No. AC-M-37.4.: To consider the recommendations of AC UGC and HoDs' meeting held on October 22, 2013.

The Chairman informed that, in future, ordinarily, four meetings of Academic Council will be held in an Academic year of two semesters. The AC Standing Committees viz. AC PGC, AC UGC and AC HMC meetings should be held prior to AC meetings to discuss emerging matters, so that these Committees' recommendations could be put up in the very next AC meeting. Arising out of the discussions, the Council accepted the suggestion to replace the word Chairman with Chairperson.

Agenda Item No. AC-M-37.4.1: Uniform rules for make-up exams: Students miss regular exams due to various reasons. Uniform rules for make- up exams need to be put in place.

After detailed deliberation, the council decided as follows:

- Those students who could not take the examination (s) due to illness would be eligible for make-up examinations provided they are issued Medical Certificate from the Institute Resident Medical Officer, certifying the illness and specifying the duration thereof.
- Students who may be required to attend job interviews during scheduled examination days may be eligible to avail make-up examination facility.
- Those students who narrowly missed the passing grade in any course in the end semester examination may be eligible for make-up examination, provided they fulfil 75% attendance criteria.

- The authority to permit make-up examination will remain vested with Dean, Academic and as such students desiring to avail the benefit of make-up examination should make an application to him/her through proper channel.
- Make-up examinations should be held 15 days after end of even semester examination for courses taken in the even semester or one week prior to the beginning of the even semester for defaulters in the odd semester.

The Council resolved to implement the above guidelines for some time and review thereafter with details made available then.

Agenda Item No. AC-M-37.4.2: New Curriculum for Y13 batch/ Structured Programme for Y13 batch onwards: Aligning with the IITs and other premier institutions worldwide, a revised programme for Y13 batch onwards is envisaged. The distribution of credits in the new structure is as follows.

As there are twenty five contact hours available to undergraduate students in the forty working hours per week, the Chairman observed that one more elective course in emerging technology area, in tune with industry requirements in future, might be added to the UG Program in the Seventh Semester.

The Council decided to replace CPI with CGPA and SPI with SGPA in the evaluation scheme, henceforth.

Incorporating the above decisions, the Council approved the item.

Agenda Item No. AC-M-37.4.3: Introduction of a new open elective 'Advanced Chemistry for Engineers' in the next semester.

The Council approved induction of a new Open Elective titled "Advanced Chemistry for Engineers" from the next Academic Year. The course will be taught by Dr. Arpi Mazumdar.

Agenda Item No. AC-M-37.4.4: Reverting to the old system of mid-term examinations: It has been witnessed that the student attendance in classes during exams is very low. Reverting to the old system of conducting two mid-terms in two halves of a week could be considered. Make-up in terms of total number of working days in a semester needs to be carried out.

The Council noted that there would be seventy three working days, excluding examination periods, in a semester. Also, no instructions would be imparted during the period of mid-term and end-term examinations. Yearly Time Table was placed as agenda item no. AC-A-37.4.13

With the above clarifications, the Council approved the proposal.

Agenda Item No. AC-M-37.4.5: Barring students with less than 75% attendance from enrolling for summer-term courses: In spite of installation of RFID system, the student attendance has not improved or has improved marginally. A measure to improve student attendance is to bar the students with less than 75% attendance to take-up summer term courses.

The Council approved the proposal to bar students with less than 75% attendance from enrolling for Summer Term Courses. This would be applicable to 1st year and 4th year students' only, as Summer Term is applicable to these two years only.

The Council while approving the proposal suggested that Lecture Halls L9 and L10 might be technologically combined through audio-visual linkages and in doing so, the need to bifurcate any class into Section-A and Section-B could be eliminated.

Agenda Item No. AC-M-37.4.6: Defining the time-line for submission of grades of Dec Y09 students: The convocation is scheduled for 8 Dec, 2013. In view of all the formalities to be completed within the stipulated time, the instructors-in-charge of Y09 batch students may be asked to submit the grades by December 03, 2013.

Having noted that the matter was covered earlier in the Announcements by the Chairman, the Council approved the proposal to draw a definite time-line for submission of grades for Y09 batch students by respective instructor-in charge.

Agenda Item No. AC-M-37.4.7: First year students with less than CPI of 3.5 to repeat the first year: The first year covers the foundation building courses and if a student does not obtain a CPI of 3.5, he / she should repeat the first year.

The Council observed that by the time an undergraduate student completes first year of studies in the institute, S/he would have availed three examination opportunities viz 1st semester, 2nd semester and possibly Summer term and as such S/he has enough time to improve his/her grade(s).

However, inspite of the above, if a student fails to attain a CPI of 3.5 at the end of 1st year, s/he alongwith parent(s) should be counseled by the faculty advisor on the poor results and given options for further continuance in the institute.

Agenda Item No. AC-M-37.4.8: NO add / drop of courses AFTER the "add / drop" period - uniform for ALL students (being hospitalized for more than 15 days being the ONLY exception).

The Council approved the proposal to have a uniform period of two weeks for add/drop of courses, after the date of enrollment.

Agenda Item No. AC-M-37.4.9: Review of Admission Criteria: In 2013, LNMIIT took into consideration AIR of students for I year UG admission. The admission closed at AIR 138885. To improve the quality of admissions, certain other avenues/processes could be explored. The same may be discussed by the committee.

The Chairman brought to notice the statistics derived from Admissions-2013 in the institute. From the analysis of the same it was observed that in a few cases large deviations between the performance of candidate as achieved in Board examination and JEE (main) existed. Under the given circumstances the Council wanted to evolve proper methodology to ensure quality in admissions. Various options in the form of different weightage of JEE and Board examination marks were discussed. Certain alternatives such as conducting own entrance examination, to fully comply with JEE (main) marks, combining JEE (main) and JEE (advance) marks to draw the merit list, following IISER model were discussed.

The Council resolved to solicit suggestions from faculty members in this regard and further examine the issue.

Student Senate's views were solicited for framing the rules for branch change. It was suggested that a three-hour examination might be held for the fresher's in course of Orientation Program, so as to carry out Gap-Analysis, as is the practice at IIT Bombay.

Agenda Item No. AC-M-37.4.10: Vivacity and Plinth to be organized during the last week of December.

The Council, while considering the proposal, observed that too many academic breaks in a semester disturb academics and especially for the first year students. The Council accepted the proposal with the suggestion that Cultural and Technical festivals be give appropriate name, which should be reflective of the event. The Council wanted that sports activities, being different from Cultural and Technical activities, should be spread over the whole year. The Council ruled that these measures be given a try in the year 2014.

Agenda Item No. AC-M-37.4.11: Summer Term Courses to be offered only to I and IV Year Students.

As discussed before, the Council okayed the proposal to offer Summer Term Courses only to 1st year and 4th year students.

Agenda Item No. AC-M-37.4.12: Notification on attendance.

The Academic Council accepted the proposal not to allow students with less than 75% attendance in regular semester to take-up Summer-Term Courses.

Agenda Item No. AC-M-37.4.13: Academic Calendar for 2014.

The Council, in general accepted the proposal for Academic Calendar-2014. However, the Council desired that this should get finalized in consultation with Prof. R.P. Gorthi, Dean, Students Affairs.

Prof. R.P. Gorthi made the following suggestions:

Even Semester

- Mid-Term-1st, February 3, 4, 5 in place of February 6, 7, 8
- Mid-Term-2nd, March 13, 14, 15 in place of March 10, 11, 12

Odd Semester

- Mid-Term-1st, August 21, 22, 23 in place of August 19, 20, 21
- Mid-Term-2nd, September 29, 30 and October 01, in place of September 25, 26, 27

In view of the decision of the Academic Council, in consonance with the rationale articulated in the minutes (AC-M-37.4.4), the Academic Calendar-2014 stands approved after incorporating the above changes suggested by the Dean, Students Affairs.

Agenda Item No. AC-M-37.4.14: Curriculum of HSS Core Course 'Value Education and Ethics'.

Having noted that in the revised Undergraduate Curriculum there would be four core courses, in addition two elective courses from HSS stream, the council approved the introduction of the core-course "Value Education and Ethics." It also approved the course curriculum, as proposed. Prof. R. Tomar suggested that curriculum might as well include topics related to Globalization and Cross-Cultural issues. It was informed that the lead instructors of the course would be Dr. Manju Dhariwal, Dr. Narendra Kumar, Prof. S.S. Gokhale and Mrs. Beena Gokhale.

Agenda Item No. AC-M-37.5: To ratify decisions approved by the Chairman, Academic Council.

The Academic Council ratified the approvals accorded by the Chairman, in respect of the following candidates:

1. Desai Akash Shaileshbhai	Y11PG010	M. Tech	(CSE)
2. Harsh Kushwah	Y09PG807	M.S. (By Research)	(CCE)
3. Ekta Sharma	Y10PG816	M.S. (By Research)	(ECE)
4. Pragya Singh	Y11PG009	M. Tech	(ECE)
5. Ankit Tripathi	Y11PG008	M. Tech	(ECE)
6. Udit Satija	Y11PG016	M. Tech	(ECE)
7. Anamika Sharma	Y11PG012	M. Tech	(CSE)

It was observed that the above candidates had done very well in their academics and, therefore, we need to track their future to gain further insight.

Agenda Item No. AC-M-37.6: Any other item with the permission of the Chair.

Prof. R. Tomar brought out that the PG Manual did not capture certain realities. He suggested formation of two Sub-Committees to deal with M.S. (By Research)/ M. Tech and Ph. D related matters respectively.

It was informed that the contours of proposed PG course on Technical Writing and Research Methodology was still being debated and a faculty group is actively working on it.

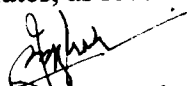
In order to further improve the PG Programs, it was decided to monitor the academic performances of PG Students, when doing research. One open seminar every semester for PG students was prescribed. Simultaneously, other measures to improve PG Programs needed to be initiated.

The Chairman informed that interviews for faculty selection have been planned from 6th to 9th November 2013 and it was hoped to appoint a good number of faculty candidates.

There being no other items on the agenda, the meeting ended with a vote of thanks to the chair.


Bijoy Jha
Registrar

Minutes, as recorded, approved.


Chairman, Academic Council.