

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

**Forty Second Meeting of the
ACADEMIC COUNCIL**

(10:00 AM)

Lecture Hall # 5

Date: October 18, 2014

(Saturday)

Draft Minutes

Minutes of the 42nd meeting of the Academic Council held on October 18, 2014.

The following were present

Prof. S S Gokhale	- In Chair
Prof. Sandeep Sancheti	- Member
Prof. Anupam Singh	- Member
Prof. R Tomar	- Member
Prof. Ravi P Gorthi	- Member
Prof. R Gangopadhyay	- Member
Prof. V Raghvendra	- Member
Dr. Manju Dhariwal	- Member
Dr. Akhalq Hussein	- Member
Dr. Somnath Biswas	- Member
Dr. K K Khatri	- Member
Dr. Rajbala Singh	- Member
Dr. Soumitra Debnath	- Member
Dr. Subhayan Biswas	- Member
Mr. Sandeep Saini	- Member
Mr. Kshitiz Gupta	- Student Member
Mr. Anchit Patni	- Student Member
Ms. Purva Bansal	- Student Member

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

Dr. Rajbir Kaur

On invitation from the Chairperson, faculty members whose names are listed at Annexure – “A”, attended the meeting.

The Chairperson welcomed Prof. Sandeep Sancheti, President – Manipal University, Jaipur as a new member of Academic Council.

Thereafter, the agenda items were taken-up for discussions.

The LNM Institute of Information Technology, Jaipur

Agenda Item No. AC-A-42.01: Confirmation of the Minutes of 41st meeting held on July 18, 2014.

There being no suggestion for amendment, the minutes of the 41st meeting, held on July 18, 2014 were confirmed, as circulated.

Agenda Item No. AC-A-42.02: Announcements, if any, by the chairperson.

The Chairperson made the following announcements:

- **Director's Report**

- 8th Convocation of the institute will be held on Saturday, November 08, 2014 afternoon in the multipurpose hall of institute. Mr. Aroon Raman, Managing Director of Raman Fibre Science Pvt. Ltd. has consented to be the Chief Guest on this occasion.
- The Chairperson also shared his experience and outcome of his visit to Bengaluru along with Mr. Vijay Kumar Bhatnagar, CEO AMIL.
- During the visit he met with top executives of various industries like Mindtree, HCL, TagueTec, NTTF etc and observed that these people remain closely associated with academia and can be of immense help towards our bonding with industry and placements.
- The Chairperson also stated that any of the faculty should be able to teach the core course of that department whereas for elective course, there should be a pool of faculty members so as to continue the course even in absence of 01 or 02 faculty members. To achieve this goal, faculty members of CSE department must attend the Faculty Development Programs currently being run by IBM, Microsoft or HCL in future.

- **Debriefing about IBM and Microsoft**

- IBM is conducting Faculty Development Program at LNMIIT for their course to be taught in the coming semester.
- Letters regarding IBM courses and subsidized fee to be paid to enroll in these courses, have already been sent to the parents / guardians of the students of Y12, Y13 and Y14 batch.
- Apart from IBM, Microsoft has also been delivering Tech. Talks through e-mode on a regular basis, as there would also be new course(s) from Microsoft in the coming semester.

- Co-branded laboratories would be set up in the library of the institute at the place which is not in use in general. Infrastructure preparations like furniture and fixtures are in progress.
- Microsoft would be offering two courses in the coming semester (Even Semester 2014 – 15) whereas IBM would be offering a series of courses.
- **Restriction on Internet**
 - Chairperson, emphasised that the restriction on internet for students in hostel from 01.00 am to 06.00 am will continue as it has made a significant change in students in terms of attending their classes of morning hours and not feeling drowsy during the classes.
 - It was also shared that different proposals of internet connectivity are under consideration for better connectivity.
- **Faculty Recruitment of CSE department**
 - During the last week of September 2014, recruitment process for faculty members for CSE department was completed. Four candidates were sent the offer letter and all of them have given their consent to join the institute. Hopefully they all will be joining by the end of December 2014.
 - Process of recruitment of faculty members for Mathematics, ECE and MME department is going on. In response to the advertisement, 19, 22 and 05 applications for Mathematics, ECE and MME department respectively have been received so far. The Chairperson requested the departments to adhere to the guidelines and details of recruitment advertisement and to ensure that the entire process is over by the end of this calendar year.
- **Report on MIS**
 - The Chairperson asked Mr. Jaspreet Batra EA to Director to share the report of MIS.
 - Mr Jaspreet Batra shared with the AC that there were two detailed meetings of various users of MIS at LNMIIT and Mr. Anand Shirke of Masters Software along with his team members, where all the issues related to academic, library, admission and web site were discussed. There was an assurance from MIS team that all these issues will be resolved before the end of October 2014.
 - Mr. Batra also shared that the module for online course and faculty feedback is ready and in next 10 days there will be a test run of the same to ensure proper working of the module.
 - It should not be a matter of concern for students because while submitting online **“course and faculty feedback”** their identity will not be disclosed.

- Further, he also shared that Ms. Shweta Bhandari at LNMIIT is one point contact for any issue related to Institute Website.

Agenda Item No. AC-A-42.03: Report on the action taken on the decision of the 41st meeting held on July 18, 2014 and earlier meetings.

Agenda Item No.	Subject	Action Taken
AC-M-39.9	Formulation of Draft IT Policy after incorporating the feed-back	Action in hand

Dr. Preety Singh is the coordinator for drafting the IT policy. Being busy with Faculty Development Program by IBM, she could not attend the meeting; therefore, this item will be taken up in the next meeting of Academic Council.

Agenda Item No. AC-A-42.04: To ratify approvals accorded by the Chairperson, Academic Council.

- I. Award of B. Tech/B. Tech (Hons.) degrees to 36 undergraduate students – **Annexure - I**
- II. To have One Mid Term Examination from Even Semester 2014 -15.
- III. To have Students’ festival week in the last week of January every year.
- IV. Name of 05 students are struck off the institute roll – **Annexure – I(a)**

The council ratified the above decisions and the Chairperson shared with the council that next semester onwards, there will only be one midterm examination of 90 minutes duration.

Agenda Item No. AC-A-42.05: To consider the critical issues related to proper conduct of examinations as proposed by the Dean, Academic.

Members of the council discussed the issue and out of the discussions no concluding decision could be taken regarding possession of mobile phone during examinations and late entry of students in the examination hall. On the request of the Chairperson, Prof. Sandeep Sancheti shared his expert opinion that there must be some concrete rules for the same and violation of such rules should result in pre-decided disciplinary actions. Dean Academic was advised to redraft the proposal and the revised proposal to be brought to the next AC meeting.

Agenda Item No. AC-A-42.06: To consider the Academic Calendar 2015.

The council considered and approved the Academic Calendar 2015 including list of holidays.

Agenda Item No. AC-A-42.07: To consider the Proposal from AC LAC regarding increase in fine and enrollment of defaulter students.

The council considered the proposal and approved the same.

Agenda Item No. AC-A-42.08: To consider new pattern of roll number and branch wise allotment of roll numbers.

The council considered the proposal and approved the same with effect from 2014.

Agenda Item No. AC-A-42.09: To consider recommendations from CSE department.

Dr. Subrat Kumar Dash, HOD – CSE presented the item and shared with the council that looking at the requirement of the courses for IBM, students of CCE branch who would like to opt for IBM courses, should be given an option to undergo DBMS with Lab course instead of COA with Lab course in 4th semester, as DBMS with Lab course is a prerequisite for IBM courses. And all such students will undergo two programs elective in their 5th semester instead of OS with lab course. The effect of this shuffling will result in increase of 01 credit in total minimum credit requirement for award of degree in CCE branch, that will be 147 in place of 146.

Apart from it Dr. Dash also shared that students who would opt for IBM courses, will have to choose one specialization from “**Big Data & Analytics**” (BDA) or “**Mobile and Cloud Based Applications**” (MCBA). Students who would opt for “MCBA” will undergo 8 program elective, and students who would opt for “BDA” will undergo 07 program electives.

Agenda Item No. AC-A-42.10: To consider the Minutes of the meeting of the AC UGC held on October 08, 2014.

Dean Academic, Dr. Manju Dhariwal, presented the item.

- **Updated version of UG Manual:** The council approved the updated version of UG Manual with corrections of typo errors.
- **CSE and CCE Curriculum:** The council approved the revised Curriculum of CSE and CCE.
- **Mid Session Examination:** From next semester onward there will be only one mid- session examination of one and half hour duration.
- **Lateral Entry:** Considering vacancy position and infrastructure availability, AC opined to allow lateral entry in B Tech at the end of 1st and 2nd semester as per rules.

Agenda Item No. AC-A-42.11: To consider the Minutes of the meeting of the AC PGC held on 15.10. 2014.

Chairman AC PGC, Prof. R Tomar presented the item.

- **Change in attendance period from calendar month to 26 of every month to 25 of next month:** Prof. Tomar shared that this practice will enable to process the records of attendance

and leaves of PG students faster so as to release the stipend of PG scholars in the first week of the month.

- **Ph. D Admission in the month of December 2014:** Considering current PG scholars on roll, Academic Council decided not to administer January 2015 admissions.
- **Two more PG students' representative in AC-PGC:** The council approved the proposal to have two additional M. Tech. students, one each for CSE and ECE as representative in AC PGC.
- **Proposal of Two Year M. Sc. (Physics) Program:** Members of the council discussed at length about the proposal and finally the council did not approve the proposal in absence of detailed DPR, Syllabi, Minimum number of students required to run the program, criteria of admission etc. HOD of Physics department was requested to come up addressing all these issues with a detailed DPR.
- **PG Fee and Stipend:** Chairman AC constituted committee of all Deans and Finance Officer to propose rationalization of PG fees and stipend considering the practice followed in similar institutions.

Agenda Item No. AC-A-42.12: To consider the Minutes of the meeting of the AC-HMC held on 16.10. 2014.

Chief Warden, Dr. Soumitra Debnath, presented the item.

- **Status of RFID Attendance System in the Hostels:** The council was informed that process for the same has been finalized in the meeting of PCC.
- **Provision of Hot Drinking Water in the Hostels:** The facility might be provided, however it is to ensure that other electrical gadgets will not be used inside the hostel rooms for cooking or heating purpose. Proposal was approved.

Tabled Item:

- **To Approve Revised Curriculum of MME – Y13 onwards:** The council considered the proposal and approved the same.
- **To Approve Course Descriptions of New Courses to be offered in Even Semester 2014-15:** The council considered and approved the same.
- **To ratify approvals accorded by the Chairperson, Academic Council, for award of degree to two PG students:** The council considered and ratified the approvals.
- **To ratify approvals accorded by the Chairperson, Academic Council, for complete list of students qualifying for award of degree:** The council considered and ratified. AC recommendations would be placed in GC for approval for the award of degree

- **Chairman's Gold Medal – 2014 to Mr. Apoorv Purwar:** The council considered the proposal and recommends the same to GC for approval of same.
- **Director's Gold Medal – 2014 to Ms. Ankita Jha & Ms. Tanya Agarwal:** The council considered the proposal and recommends the same to GC for approval of same.
- **Best BTP – 2014 to Ms. Somsilee Mukherjee:** The council considered the proposal and recommends the same to GC for approval of the same.
- **To Approve institute's logo:** The council considered and approved the following logo of institute and directed all to use only this logo –

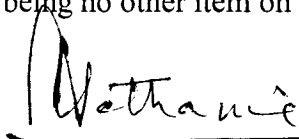


- **Centralized repository of question papers:** The council considered and opined that a computer will be placed in library on which centralized storage of question paper can be done. All the members of faculty should use this facility. Regarding storage of detailed marks (Mid Term, End Term, Quizzes etc.) in single excel file, the members of council and present faculty members expressed that individual faculty member keeps the same and it is not needed to keep all the records at one place.

Out of the discussions Prof. Ranjan Gangopadhyay expressed his view about the record keeping formats. He insisted that the format provided by NBA must be used for all records keeping for academic, library and administration so as to avoid repeated data compilation. As a matter of fact, as an institute we have all the data with us but in a different format. Prof. Sandeep Sancheti, being an ex member of NBA expressed his views in tune with Prof. Gangopadhyay that the better way would be to have all the records in NBA format as accreditation is not an activity but it's an ongoing process.


The Chairperson stated that a new room in the lecture hall area will be created which will be used as examination room (administrative purpose only).

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



Col. M J S Pathania

Registrar

*Draft Minutes
Approved*


The LNM Institute of Information Technology, Jaipur

List of Invitees – 42nd Academic Council Meeting – October 18, 2014.

1. Mrs. Beena Gokhale
2. Dr. Surender Singh Nehra
3. Mr. Shanker Ganesh R
4. Dr. Usha Kanoongo
5. Dr. Anjishnu Sarkar
6. Dr. Sanil Unnikrishnan
7. Dr. Purnendu Karmakar
8. Mr. Jaspreet Batra
9. Prof. Anupam Singh
10. Dr. Subrat K Dash
11. Dr. Abhishek Sharma
12. Dr. Smrity Dwivedi
13. Mr. Sanjeev Sharma
14. Dr. Amit Neogi
15. Dr. Kusum Lata
16. Dr. Rasmita Kar
17. Mr. Prabin Kumar Jha
18. Mr. Kapil Jainwal
19. Dr. Manish Garg
20. Mr. Divyang Rawal
21. Dr. Ratnadip Adhikari
22. Dr. Ajit Patel