

MINUTES OF 3rd SENATE MEETING HELD ON 11.04.2009

Subject: Minutes of 3rd Senate meeting held on 11th April, 2009 at 11:00 AM in the Committee Room of Administrative Block

Following were present:

1. Dr. V. Sahni, Director, SLIET, Longowal
2. Dr. S. C. Laroia, Director (Incharge), NITTTR, Chandigarh
3. Dr. Raj Rani Bhargava, Professor, IIT, Roorkee
4. Dr. M. K. Jha, Prof. (CT), NIT, Jalandhar
5. Dr. V. K. Jain, Dean (P&D)/ Prof. & HOD (EIE)
6. Dr. M. B. Bera, Dean (Academic) / Prof. & HOD (FET)
7. Dr. B. K. Kanungo, Dean (R&D) / Prof. & HOD (Chemistry)
8. Dr. S. S. Dhaliwal, Prof. & HOD (Maths)
9. Dr. B. C. Sarkar, Professor (FET) & Dean (Admn.)
10. Dr. S. Marwaha, Dean (SW) and Prof. (EIE)
11. Dr. A. S. Dhaliwal, Dean (PG) and Prof. & Head (Physics)
12. Dr. A. P. Singh, Prof. & Head (ECE)
13. Dr. D. C. Saxena, Professor (FET)
14. Dr. P. K. Singh, Professor (ME)
15. Dr. Pardeep Gupta, Professor (ME) & HOD (T&P)
16. Dr. A. S. Arora, Professor & Chief Warden (Boys)
17. Er. Birmohan Singh, Asstt. Prof. & HOD (CSE)
18. Dr. Mahesh Arora, Asstt. Prof. & Head (EDP & Humanities)
19. Dr. Kamlesh Kumari, Asstt. Prof. & Head (CT)
20. Dr. Kulwant Singh, HOD (Workshop)
21. Mrs. Pratibha Tyagi, Asstt. Prof. (EIE)
22. Mr. Raj Kumar Goyal, Lecturer (Maths)
23. Dr. R. K. Guha, Lecturer (Maths)

The following special invitees were also present:

1. Sh. H. S. Bains, Asstt. Prof. & I/c (ME)
2. Dr. P. Kumar, COE
3. Dr. K. S. Kahlon, Dy. Registrar (Academics)
4. Sh. R. Mishra, DR (A&A)

The following Members could not attend the meeting:

1. Dr. I. K. Bhatt, Director, NIT, Hamirpur (HP)
2. Dr. B. S. Sohi, Director, UIET, PU, Chandigarh
3. Dr. Saroj Rangnekar, Prof & Dean, MANIT, Bhopal
4. Sh. K. D. Singh, DGM, BSNL, Ferozepur
5. Dr. J. S. Dhillon, Dean (Admn.) & Prof. (EIE)
6. Dr. H. K. Sharma, Professor (FET)
7. Dr. (Mrs) Savita Kansal, Prof. (CSE)
8. Dr. P. P. Kundu, Prof. (CT)
9. Sh. J. S. Ubhi, Asstt. Prof. & Chief Warden (Boys)
10. Dr. Jap Preet Kaur, Asstt. Prof. & Chief Warden (Girls)
11. Mr. Raj Kumar Yadav, Lecturer (ME)

3.1 CONFIRMATION OF MINUTES OF 2ND SENATE MEETING

Minutes of 2nd Senate Meeting held on 25th November, 2008 in Committee Room at 11:00 AM are placed at **ANNEXURE-I** for confirmation please.

Decision: Minutes confirmed.

3.2 ACTION TAKEN REPORT ON MINUTES OF 1ST SENATE AND 2ND SENATE MEETINGS

1.6 Approval for New P.G. Courses in Various Disciplines of Engineering, Science and Management

The Department of Mechanical Engineering, Department of Electronics & Communication Engineering and Department of EDP & English have submitted the complete proposals for starting the following three Programmes, already approved by the 1st Senate w.e.f. Academic Session 2009-10:

- (i) M.Tech. in Mechanical Engineering (Specialization in Welding & Fabrication)
- (ii) M.Tech. in Electronics & Communication Engineering
- (iii) MBA

Matter is placed before the Senate for ratification please.

Decision: Ratified

2.4 Remuneration for Examination related work i.e. Paper Setting, Paper Evaluation of End Semester Examinations and other related activities

In the 2nd Senate Meeting, the following committee was constituted to review the proposal by considering such facilities at NITs and other Deemed to be Universities:

1. Dr.V.K.jain, Dean (P&D) ... Chairman
2. Dr.S.S.Dhaliwal, Prof. & Head (Maths) .. Member
3. Dr.A.P.Singh, Prof. & Head (ECE) ... Member

In this regard, Letters bearing Reference No.Dean (A)/229 Dated 11.02.2009 and Dean (A)/344 Dated 10.03.2009 were issued to the Chairman of the Committee. The Report of the Committee is still awaited.

Matter is placed before the Senate for information please.

Decision: Office Order consisting of above committee will be issued and the committee should submit its recommendations within one month.

2.15.3 Start of P.G. Programmes in All Departments

It was decided in the 2nd Senate Meeting that P.G. Programmes in M.Sc. in Applied Physics, Applied Chemistry, Applied Mathematics, M.Tech. in Computer Science & Engineering, M.Tech. in Bio-Technology may be started from 2009-10 provided the respective Departments offering the above programmes conduct workshop(s) and submit the detailed curriculum/ scheme duly approved by BOS to the Senate for approval.

In this regard, Department of Food Engineering & Technology has informed that for the time being M.Tech. in Bio-technology cannot be started due to shortage of faculty/ space and other infrastructure facilities.

The CSE department has informed that the M.Tech. programme in Computer Science and Engineering be started from the Academic Session 2009-2010 and department has conducted workshop for the same on 27.03.09.

Department of Physics has also informed that M.Sc. in Physics cannot be started in the current session (2009-10). However, they will start M.Sc. in Physics from the session 2010-11.

From the remaining PG Course offering Departments, only Department of Chemistry has submitted the Scheme and Syllabus duly approved by BOS for starting M.Sc. in Applied Chemistry Programme from the Academic Session 2009-10.

Matter is placed before the Senate for approval please.

Decision: Matter is deferred till the recommendations of the committee constituted vide Ref.No.SLIET/ Phy/10 Dated 09.04.2009 regarding infrastructure and other facilities are received and the same will be put up before Senate.

3.3 REGARDING RULES AND REGULATIONS OF UG AND PG PROGRAMMES

In the approved rules and regulations the word faculty advisor be read as course counselor.

The constitution of the Department Academic Affair Committee has not been provided in the rules. The following committee has been approved by the Hon'ble Director:

- Head of Department
- 01 Professor in the department
- 01 Assistant Professor of the department (on rotation basis)
- 01 Lecturer of the department(on rotation basis)

Matter is placed before senate for ratification.

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Decision: Approved with modification that the Professor will also be on rotation basis. If, no Professor is available in the Department then two Assistant Professors will be the member of the committee. The tenure of the committee will be of two years.

3.4 **RULES AND REGULATIONS CERTIFICATE AND DIPLOMA COURSES**

The institute has acquired Deemed to be University status, accordingly the rules and regulations already in force are placed at **ANNEXURE-2**.

Matter is placed before senate for approval please.

Decision: Approved

3.5 **REGARDING SEMESTER AND VARIOUS OTHER FEES FOR ALL THE COURSES**

As per the existing rules the fees from all the students is to be collected by the institute in single day, which is not feasible practically and need amendments. The detailed procedure has been worked out and placed at **ANNEXURE-3**.

Matter is placed before senate for approval please.

Decision: Approved with a modification that the Students be asked to deposit the registration (Semester) fee on or before the date given by the Academic Section. Dean (Academics) can allow a student upto 21 days after the expiry of the scheduled date. However, Director may permit a student upto 30 days after expiry of scheduled date. In both the cases, the fine as mentioned in **Annexure-3** will be applicable.

3.6 **LATE DEPOSIT OF SEMESTER FEE**

The student Mr. Md. Abdullah, GME/085504 could not deposit the semester fee in time. The student belongs to a very poor family and his class-mates have contributed and approached to the Academic Section on last date for submission of fee, but the same could not be accepted as bank transaction hours were over. Keeping in view the career and family background of the student, he was allowed to deposit the fee with fine.

Matter is placed before senate for ratification please.

Decision: Ratified.

3.7 **FEES FOR VARIOUS CERTIFICATES ISSUED BY ACADEMIC SECTION**

The fee for issuance of various certificates has been amended and approved by the Hon'ble Director SLIET as follows:

Type of Certificate	Earlier Fee	Revised Fee
Character Certificate	Rs.25/-	Rs.100/-
Migration Certificate	Rs.25/-	Rs.100/-

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Regular Certificate	Student	Rs.25/-	Rs.100/-
Equivalency certificate		Rs.25/-	-NIL-
Duplicate I Card Fee		Rs.25/-	Rs.100/-
Duplicate DMC(one or more)		Rs.100/-	Rs.200/-
Duplicate Certificate	Final	Rs.100/-	Rs.200/-
Transcript Copies		Rs. 400/- for first copy and Rs. 100/- for subsequent copies	Rs. 500/- for first copy and Rs. 100/- for subsequent copies
Any Other Certificate		Rs. 20/-	Rs. 100/-

Matter is placed before senate for ratification.

Decision: Ratified. However, Dr.V.K.Jain has submitted dissent note on the matter. In this regard, Senate was of the opinion that a committee be constituted by Chairman, Senate to review the fees, which will be applicable from 2009-10 onwards.

3.8 REGARDING MISPLACED ANSWER SHEET(s)

An answer sheet for subject code AC-1101 has been misplaced and a committee to investigate the matter was constituted. Detailed recommendations are placed at **ANNEXURE-4**.

Matter is placed before senate for ratification.

Decision: Ratified.

3.9 DISSERTATION WORK OF M.TECH. FOR 2K7 BATCH ONWARDS

Dissertation work of M.Tech. has been partially spread over in two semesters. It is proposed that the same may be treated as non credit activity and students be awarded Satisfactory(S) or Unsatisfactory(US) according to the performance of the student.

Following table shows at glance the existing and proposed structure:

Semester	Existing structure	Proposed Structure
Third	Course work credits =8 Dissertation Credits=8 (for M.Tech in ICE and MSE) =6 (for M.Tech in PT & FET) and 2 credits are for seminar	Course work credits=8 Thesis work will be taken as non-credit (NC) entity
Fourth	Dissertation credits= 12	Thesis work will be taken as non-credit (NC) entity

Matter is placed before senate for ratification please.

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Decision: Ratified.

3.10 REGARDING ELECTIVE SUBJECTS

There are no detailed guidelines regarding departmental and open elective subjects in approved rules.

The students have been allowed to register for elective subjects with following conditions with the approval of Hon'ble Director:

- No candidate is allowed to opt open elective subject from his/her own branch.
- The minimum number of students in each elective and open elective subject should be at least ten.
- The option of elective and open elective subjects along with the list of candidates shall be submitted to the office of COE within one month of the start of the semester.

Matter is placed before senate for ratification please.

Decision: Ratified with a modification that where-ever students are less than ten, only one open elective will be offered.

3.11 REGARDING INFORMATION BROCHURE FOR THE SET-2009

The information brochure of SLIET Entrance Test(SET-09) for admission to various programmes of the institute in the Academic Session 2009-2010 is placed at **ANNEXURE- 5**.

Matter is placed before senate for information and ratification please.

Decision: Ratified. However, it is decided that from the next Academic Session, anti-ragging clauses/ measures/ punishments will be incorporated in the information brochure. Students admitted for Session 2009-10 shall be asked to submit an undertaking that they will not be involved in any such activities. If found involved, the Institute may take action as per the provisions in the rules.

3.12 REGARDING SUBMISSION OF MEDICAL CERTIFICATE BY THE STUDENTS

Presently the attendance requirement for degree and M.Tech. programme is 75% and for certificate and diploma programme it is 80%. It is proposed that the attendance requirement for all the courses be fixed 75% or 80% to bring uniformity & similarly notification for shortage of attendance be made by the concerned Head of Department under intimation to Academic Section.

Presently the students who want to get relaxation in attendance of medical grounds are required to submit the medical certificate within two

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days after resuming classes. The problems are being faced by the students due to less span of time. It is proposed that the time for submission of the same may be enhanced to 07 working days after resuming the classes.

Matter is placed before senate for discussion please.

Decision: Approved with a modification that no relaxation on medical grounds will be given to any student and the attendance requirement for all the courses will be 75%. However, where a student is suffering from serious communicable ailment and requires isolation, in that case the period will be treated as dead on production of documentary proof and recommendations of concerned Head of Department. The notification for such cases will be issued by Dean (Welfare).

3.13 RE-EVALUATION BY CERTIFICATE AND DIPLOMA COURSE STUDENTS

Presently students who want to apply for re-evaluation can do so within 15 days after declaration of results in regular and within 03 days for batches related to promotion for May/June exams. Due to large span of time the results for the same is delayed. It is proposed that the span of 15 days may be reduced to 10 days (excluding the day of declaration of results). However, the time period for batches related to promotion for May/June examinations shall remain same. In case the last day falls on holiday the next working day will be considered as last day.

Matter is placed before senate for approval please.

Decision: Approved. It is also decided that the Academic Calender be placed before Senate.

3.14 REGARDING NOMENCLATURE OF DIPLOMA PROGRAMMES IN MECHANICAL ENGINEERING DEPARTMENT

The Students of Mechanical Engineering Department have represented that they are facing problems in getting the jobs due to the nomenclature of the Diplomas issued to them.

A meeting of Hon'ble Director, Deans, All Professors, HODs, D.R.(Academics) and Controller of Examinations was held on 10.03.2009 on above subject and it was decided that following Certificate will be issued to the students of Diploma Programmes of the department:

“CERTIFIED THAT DIPLOMA IN WELDING TECHNOLOGY/ MAINTENANCE & PLANT ENGINEERING/ FOUNDRY TECHNOLOGY/ INDUSTRIAL & PRODUCTION ENGINEERING is equivalent to DIPLOMA IN MECHANICAL ENGINEERING (SPECIALIZATION in WELDING TECHNOLOGY/MAINTENANCE & PLANT ENGINEERING/INDUSTRIAL & PRODCUTION ENGINEERING).”

Matter is submitted before senate for ratification please.

Decision: Ratified.

3.15 FEE CONCESSION TO STUDENTS

As per the guidelines issued by the AICTE, there is a Scheme of Tuition Fee Waiver for women, economically backward and physically handicapped meritorious students. The detailed guidelines are placed at **ANNEXURE-6**.

The matter is placed before senate for approval please.

Decision: Approved.

3.16 AGENDA ITEMS SUBMITTED BY THE MECHANICAL ENGINEERING DEPARTMENT

The Mechanical Engineering Department has requested that the following points be discussed in senate

- The Mechanical Department is larger Department in the institute, so the representation of the Department be increased in Senate.
- There should be two centralized minor examinations for all the courses.
- Industrial Training component should also be there after the 4th semester.
- The number of students in M.Tech is less in the Department, so a faculty member should be allotted maximum 01(one) student for supervision of dissertation & final date for submission of thesis should be decided and inserted in Academic Calendar. In case a student fail to do so, the next due date should be after 03,06 or 09 months.
- Appointment of external co-supervisor for Ph.D in the relevant area of research topic should be allowed to have better collaborative work.

Matter is placed before senate for discussion please.

Decision: Not Approved. It is decided that matter be decided in the meeting of Head of Departments.

3.17 LATE SUBMISSION OF AWARD LIST BY THE FACULTY MEMBERS

It is seen that results have not been declared as per the Academic Calender of the Institute due to the late submission of Award List/ Evaluated Answer Sheets by the faculty members.

Matter is placed before the Senate for discussion please.

Decision: The matter was discussed at length and decided that this is administrative matter and accordingly action should be taken.

3.18 OTHER ITEMS WITH PERMISSION OF CHAIR

3.18.1 ADMISSIONS TO NRI/ NRI SPONSORED SEATS AND NON-FILLING THEREOF

A committee was constituted to explore the possibilities to increase/ attract the admission to NRI/ NRI sponsored categories. The committee has given its recommendations annexed at ANNEXURE-A.

Matter is placed before the Senate for approval please.

Decision: Approved and will be implemented from current batch.

3.18.2 FEE STRUCTURE FOR MBA PROGRAMME W.E.F. 2009-10

MBA Programme is going to be started from the Session 2009-10. The Department has proposed the fee structure at par with the other M.Tech. Programmes of the Institute.

Matter is placed before the Senate for approval please.

Decision: Approved.

3.18.3 ACTIONS / PUNISHMENTS TO BE TAKEN/ GIVEN IN CASE OF PLAGIARISM

The Institute has started Ph.D Programmes in all disciplines of Science and Engineering and Humanities. Various faculty Members of the Institute and from outside along-with Research Scholars (Full Time) are enrolled for Ph.D Degrees.

To maintain standards of Research in the Institute and its image at National and International Level, actions/ punishments are to be discussed at length.

Matter is placed before the Senate for discussion please.

Decision: A Committee of Senior HODs be constituted by Chairman, Senate and the committee should submit its recommendations within one month.

3.18.4 LIST OF EVALUATORS FOR M.TECH/ PH.D THESIS

The Instituted has acquired Deemed-to-be-University Status and the Institute has started Ph.D Programmes in all Departments and M.Tech. Programmes in various disciplines. The M.Tech./Ph.D Thesis are required to be evaluated by the

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Experts. For this purpose, a list of at least 10 (ten) Experts/Evaluators for empanelment with the Institute was requested to all the Departments and are attached in the Agenda Items.

Matter is placed before the Senate for approval please.

Decision: It is decided that a fresh list of Experts/ Evaluators with full name, designation, Phone No., email be put up for approval of Senate. The Evaluator should not below the rank of Assistant Professor with Ph.D.

3.18.5

POINTS OF T&P DEPARTMENT

- Recruitment of Professor in T&P Department on Regular basis.
- Create one post of AP/ Lecturer in Department of T&P
- If, the charge of HOD (T&P) is assigned as additional charge to a faculty member of the Institute, he/ she may be relieved from his teaching load.
- Depute Departmental T&P Co-ordinators who will handle the departmental students. The work load of industrial training is itself very exhaustive and the coordinators have to sacrifice their summer vacation period during industrial training duration. Therefore, some suitable honorarium must be paid to them. It is proposed to pay about Rs.2500/- p.m. for the duration of 4 months from May to August and Rs.250/- p.m. on annual basis as mobile phone charges to co-ordinators.
- For arranging/ monitoring industrial training as well as to visit industries etc. for the placement purpose, one good quality car must be assigned with T&P Department.

Decision: The matter related with remuneration will be decided by the committee already constituted by the Board of Management.

The meeting ended with a vote of thanks to the Chair and other Members present.

Dr. M.B.Bera,
Dean (Academics)

Submitted for approval please.

Chairman, Senate

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