

MINUTES OF 4th SENATE MEETING HELD ON 23.11.2009

Subject: Minutes of 4th Senate Meeting held on 23rd November, 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. Saroj Rangnekar, Prof. & Dean, MANIT, Bhopal
4. Dr. M. K. Jha, Prof. (CT), NIT, Jalandhar
5. Dr. M. B. Bera, Dean (Academic) / Prof. & HOD (FET)
6. Dr. B. K. Kanungo, Dean (R&D) / Prof. & HOD (Chemistry)
7. Dr. V. K. Jain, Dean (P&D)/ Prof. & HOD (EIE)
8. Dr. B. C. Sarkar, Dean (Admn.) & Professor (FET)
9. Dr. S. Marwaha, Dean (SW) and Prof. (EIE)
10. Dr. A. S. Dhaliwal, Dean (PG) and Prof. & Head (Physics)
11. Dr. J. S. Dhillon, Prof. (EIE)
12. Dr. S. S. Dhaliwal, Prof. & HOD (Maths)
13. Dr. A. P. Singh, Prof. & Head (ECE)
14. Dr. D. C. Saxena, Professor (FET)
15. Dr. H. K. Sharma, Professor (FET)
16. Dr. P. K. Singh, Professor (ME)
17. Dr. Pardeep Gupta, Professor (ME) & HOD (T&P)
18. Dr. Vikas Nanda, Chief Warden (Boys)
19. Sh. J. S. Ubhi, Chief Warden (Boys)
20. Dr. Jap Preet Kaur, Chief Warden (Girls)
21. Dr. Birmohan Singh, Asstt. Prof. & HOD (CSE)
22. Dr. Mahesh Arora, Asstt. Prof. & Head (EDP & Humanities)
23. Dr. Kamlesh Kumari, Asstt. Prof. & Head (CT)
24. Mrs. Pratibha Tyagi, Asstt. Prof. (EIE)
25. Dr. Jatinder Madan, I/c (ME)
26. Mr. Raj Kumar Goyal, Lecturer (Maths)
27. Dr. R. K. Guha, Lecturer (Maths)
28. Mr. Raj Kumar Yadav, Lecturer (ME)
29. Dr. K. S. Kahlon, DR (Acad)
30. Dr. P. Kumar, COE

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. Raj Rani Bhargava, Professor, IIT, Roorkee
4. Sh. K. D. Singh, DGM, BSNL, Ferozepur
5. Dr. (Mrs) Savita Kansal, Asstt. Prof. (CSE)
6. Dr. P. P. Kundu, Asstt. Prof. (CT)

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4.1 CONFIRMATION OF MINUTES OF 3rd SENATE MEETING

Minutes of 3rd Senate Meetings held on 11th April, 2009 in Committee Room at 11:00 AM are placed at **ANNEXURE-I**. Since most of the senate members(except one attached at **Annexure II**) have not given any comments so minutes are placed for confirmation please.

Decision: Minutes confirmed. However, the senate members were of the opinion on the point No.3.18.1, legal opinion be taken.

4.2 ACTION TAKEN REPORT ON MINUTES OF 1ST SENATE , 2ND SENATE AND 3RD SENATE MEETINGS

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, the committee was notified and asked to submit the report within one month. The Report of the Committee is still awaited.

Matter is placed before the Senate for information please.

Decision: Since, the recommendation of the committee (**Annexure-A**) was received late and the same was approved.

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/-
Regular Student Certificate	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 Final	Rs.100/-	Rs.200/-

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Certificate		
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/-

The committee (same in 2.4) has been constituted for the purpose and the report of the committee is still awaited.

Decision: Senate unanimously approved the above fees with little modification that the character certificate issued first time will be free of cost and after that the above fee will be charged.

3.8.13 ACTION/PUNISHMENTS TO BE TAKEN/GIVEN IN THE CASE OF PLAGIRISM.

As decided, a committee (vide Office Order No. Dean(A)/1413-17 dated 23rd October, 2009) has been constituted. The committee is required to submit its report within 20 days from the issue of above mentioned office order.

Decision: The Chairman of the above mentioned committee informed that process of framing of rules and regulations related to Plagiarism is already initiated and in due course of time it will be submitted to the Chairman, Senate for its inclusion in the conduct rules of the Institute and accordingly action of all such cases will be taken by the Administration Section.

4.3 STARTING OF 4 YEAR DEGREE COURSE

The SLIET faculty Association has represented that the institute should start four year degree course. The representation of the SFA is placed at **Annexure-III**.

Decision: It was decided that the recommendations of the committee be discussed at departmental level initially and any such suggestions related to this will be again discussed in the HODs meeting and the comments, if any, in this regard will be forwarded to Dean (Academics) for finalization.

4.4 REFINEMENT OF PROPOSED MODEL FOR VARIOUS UG PROGRAMMES AT SLIET LONGOWAL

A committee was constituted by the Hon'ble Director for refinement of proposed model for various UG programmes at SLIET. The detailed report of the committee is placed at **ANNEXURE-IV**.

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Decision: It was decided that the recommendations of the committee be discussed in HODs meeting and the comments, if any, in this regard will be forwarded to Dean (Academics) for finalization.

4.5 AWARD OF GENERAL PROFICIENCY MARKS

As discussed in the meeting of Head of Departments, the guidelines for award of General Proficiency marks to the students of certificate, diploma and degree programmes have been prepared and placed at **ANNEXURE-V**.

Decision: Ratified.

4.6 AWARD OF GRADE FOR SUMMER TERM

As per existing rules G 12.4(vii), in case a student repeats a particular course along with his/her juniors, he/she will be awarded only upto a maximum of B grade as per his/her performance. However, the rule is silent about the summer term.

It is proposed that the rule may please be modified as "In case a student repeat a course as and when offered, he/she will be awarded only up to a maximum of B grade as per his/her performance." The modified rule is proposed to be applicable from 2007 batch onwards.

Decision: Approved

4.7 IMPROVEMENT OF GRADES

One student appeared in the Retest examination of the AM-5201. The result for the retest examination was received in Academic Section on 24.07.09 with D grade and the same has been declared accordingly.

In the meantime, the course was offered by the department during the summer term. The student also registered to repeat the course and the student was allowed to repeat the course on 17.06.2009. Now, the result for summer term has also been received with B grade. It is proposed that we may revise the result of the student to the best one.

Decision: The matter was discussed at length. It was decided that D grade will remain in force. However, the fee of Rs.5,000/- paid by the student for summer course will be refunded to the student. It was also decided that the matter be investigated in depth by the Dean (Academics) under which circumstances, the student was allowed to be registered in summer course. The findings will be placed before Chairman, Senate/ Director.

4.8 PROVISION FOR REPORTING THE OUT OF SYLLABUS QUESTION PAPERS

In the existing rules and regulations for certificate and diploma programme there is no provision for reporting the out of syllabus question papers. The students are representing for the same even after the declaration of the result. It is proposed that a provision for the same may be incorporated in the rules. A student may report in case of any problem in question paper i.e. out of syllabus, misprint etc. within 24 working hours from the conduct of examination(s). No request will be entertained on the matter thereafter.

Decision: It was decided that the problems related to question paper will be intimated to Dean (Academics) through respective HOD within two working days.

4.9 REMUNERATION FOR THE EVALUATION OF THESIS

It has been decided in the meeting of Head of Departments that remuneration/honorarium @ Rs.1000/- per thesis be paid to the experts.

Decision: It was decided that Remuneration/ Honorarium will be paid @ Rs.1500/- per thesis and will be implemented from 2008 batch onwards.

4.10 GRADE CARD FOR DEGREE AND PG STUDENT

The grade card semester wise and consolidated has been designed and got printed for issuance to the students(**Annexure-VI**)

Decision: Ratified. The word sub will be replaced with Subject in the grade card sheet, in future.

4.11 PASS MARKS FOR AWARDING A PASS GRADE

Presently, relative grading system is existing in the institute, it is found that the students are getting pass grade with very lower scores. It is proposed that the minimum % i.e. 40%(of maximum marks of a subject) may please be determined for award of pass grade.

Decision: Not approved.

4.12 REGARDING CLASSES OF NRI AND PWD STUDENTS

Presently, Students under NRI and PWD categories are being admitted in the diploma courses. It is proposed that the students admitted in the diploma programme (through SET-II) will attend the classes meant for direct entry only.

Decision: Students admitted through vertical promotion will attend the classes arranged for promotes only. Similarly, all other students admitted through direct entry shall attend the classes arranged for direct entry only.

4.13 12TH ANNUAL CONVOCATION OF THE INSTITUTE

The 12th annual convocation of the institute shall take place on 08.12.2009. Certificates, diplomas and degrees as per detail given below (as on 28.10.2009) will be awarded to the students:

CERTIFICATES	275
DIPLOMAS	327
DEGREES	214

Decision: Noted

4.14 INFORMATION REGARDING PASS PERCENTAGE OF CERTIFICATE AND DIPLOMA COURSES.

The chart showing the students appeared and students passed during the last three years in certificate and diploma courses has been prepared and placed at **ANNEXURE-VII**.

Decision: Noted.

4.15 INTRODUCING OF EQUAL OPPORTUNITIES CELL

In compliance to D.O.No.F.1-15/2009(CPP-II) from Joint Secretary, UGC and subsequent approval by Director, SLIET, an Equal Opportunities Cell has been established in SLIET. The Cell shall work under Dean (S&W).

The Cell will look after the implementation of Policies and Programmes for the Disadvantaged group [SC, ST, OBC (non-creamy layer), Minorities] in order to enhance their employability and success.

Decision: Noted. However, a representative of each category will be member of the Equal Opportunities Cell.

4.16 DISPOSAL OF MAJOR/ MINOR ANSWER SHEETS AND QUIZES RELATED TO CERTIFICATE/ DIPLOMA/ DEGREE/ M.TECH. PROGRAMMES

The Answer Sheets related to Certificate /Diploma / Degree/ M.Tech. programmes are lying in the various departments and it is voluminous in nature. It is proposed that the answer sheets related to pass-out batches be disposed off (If there is no legal case pending).

Decision: All the Answer sheets (six months after the batch is passed out) will be disposed off by following Govt. of India rules. In case rules are not available, then it will be disposed off through tender. A certificate stating that the answer sheets are cut and shredded has to be obtained from the concerned party by Store Purchase Officer (SPO).

4.17 MINIMUM STANDARDS AND PROCEDURES FOR AWARDS OF PH.D. DEGREE

The University Grants Commission has notified minimum standards and procedures for the award of Ph.D. Degree. The Notification is attached at **Annexure- VIII**. The Notification has already been published in The Gazette of India, July 11, 2009. It is proposed that the said notification be implemented in this Institute.

Decision: Approved.

4.18 APPROVAL FOR TEACHING SCHEME AND SYLLABI OF MBA PROGRAMME

Complete Syllabi and Scheme for MBA Programme met on 17th September and 21st October, 2009 to finalize the syllabi & teaching scheme of the MBA Programme. The Complete Syllabi & Scheme is available for approval of Senate.

Decision: Approved.

4.19 ANY OTHER ITEMS:

4.19.1 Ratification of Study Scheme and Course Curriculum.

The study scheme along with complete course curriculum of the following P.G. and U.G. Programmes under Deemed to be University is approved by the respective BOS and placed for ratification. However, the subject coding will be changed as per the existing practice.

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

Decision: Approved.

4.19.2 MINUTES OF MEETING OF CENTRAL RESEARCH COMMITTEE (CRC)

Dean (PG) has submitted the Minutes of Meetings held on 4th November, 2009 and 19th November, 2009 (**Annexure- IX**) related to Ph.D. Programmes of the Institute. The Minutes has already been approved by the Director, SLIET.

Decision: Approved.

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

This is being issued with the approval of competent authority.

Dr.K.S. Kahlon,
DR (Academics)