

**MINUTES OF THE 8TH MEETING OF SENATE
SANT LONGOWAL INSTITUTE OF ENGINEERING & TECHNOLOGY
LONGOWAL, DISTT. SANGRUR(PUNJAB)
(DEEMED-TO-BE-UNIVERSITY)**

HELD ON 30TH MAY, 2011 AT 11.00 A.M. IN COMMITTEE ROOM,
ADMINISTRATIVE BLOCK, SANT LONGOWAL INSTITUTE OF ENGINEERING & TECHNOLOGY, LONGOWAL

The following members were present:

1.	Dr.Varinder Sahni Director SLIET, Longowal	Chairman
2.	Prof.V.K.Rattan Chairman, University Institute of chemical Engg. & Tech. Panjab University, Chandigarh	Member
3.	Dr. Chandan Singh Head of Department, Computer Science Engineering Punjabi University, Patiala	Member
4.	Dr.S.K.Sharma Professor(Mechanical) & Dean National Institute of Technology, Kurukshetra	Member
5.	Dr.Dinesh Grover Head, Deptt. of Computer Sc. & Elect. Engg., Punjab Agricultural University, Ludhiana - 141 004	Member
6.	Dr.Anand Vaz Professor & Head of Department Mechanical Engineering Deptt. NIT, Jalandhar	Member
7.	Sh.Jatinder Garg Associate Professor & Dean BHSBIET, Lehra Gaga	Member
8.	Dr. V.K.Jain Professor & Head (EIE) SLIET, Longowal	Member
9.	Dr. Sanjay Marwaha Professor(EIE) & Dean (SFW) SLIET, Longowal	Member
10.	Dr.A.S.Dhaliwal Professor & Head Deptt. Of Physics SLIET, Longowal	Member
11.	Dr.S.S.Dhaliwal Professor & Head Deptt. Of Mathematics SLIET, Longowal	Member
12.	Dr.J.S.Dhillon Professor(EIE) & Dean(Academics) SLIET, Longowal	Member
13.	Dr.A.P.Singh Professor & Head(ECE)	Member

Dr. Varinder Sahni

Minutes of Meeting 8th meeting of senate held on 30th May, 2011

	SLIET, Longowal	
14.	Dr.D.C.Saxena Professor(FET) SLIET, Longowal	Member
15.	Dr.P.K.Singh Professor(Mech.Engg.) SLIET, Longowal	Member
16.	Dr.K.S.Kahlon Professor (Physics) SLIET, Longowal	Member
17.	Dr.Dhiraj Sud Professor(Chemistry) SLIET, Longowal	Member
18.	Dr. Mandeep Singh Professor(Mathematics) SLIET, Longowal	Member
19.	Dr.A.S.Arora Professor(EIE) SLIET, Longowal	Member
20.	Dr.Pardeep Gupta Professor (ME) SLIET, Longowal	Member
21.	Dr.Mahesh Arora Associate Professor & HOD(EDP) SLIET, Longowal	Member
22.	Dr.Pushpa Jha Associate Professor & HOD(CT) SLIET, Longowal	Member
23.	Sh.Amrik Singh Associate Professor & HOD Incharge(ME) SLIET, Longowal	Member
24.	Sh.Kanwalpreet Singh Associate Professor(ME) SLIET, Longowal	Member
25.	Dr.R.K.Mishra Assistant Professor(Mathematics) SLIET, Longowal	Member
26.	Sh.Arvind Jayant Assistant Professor (ME) SLIET, Longowal	Member
27.	Dr.P.Kumar Controller of Examinations SLIET, Longowal	Member
28.	Dr.Jap Preet Kaur Chief Warden(Girls) SLIET, Longowal	Member
29.	Dr. Jatinder Madan D.R.(Academics) SLIET, Longowal	Member Secretary

The following Member could not attend the meeting:

1.	Dr.B.K.Kanungo Professor & Head Deptt. Of Chemistry, SLIET Longowal	Member
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Pardeep

2.	Dr.Narottam Chand Professor & HOD (CSE) NIT, Hamirpur(HP)	Member
3.	Dr.B.C.Sarkar Professor. (FET) & Dean(R & C) SLIET, Longowal	Member
4.	Dr.H.K.Sharma Professor & Head (FET) SLIET, Longowal	Member
5.	Dr. Harish Chopra Professor(Chemistry) SLIET, Longowal	Member
6	Er.Birmohan Singh Associate Professor & HOD (CSE) SLIET, Longowal	Member
7.	Dr.Vikas Nanda Chief Warden(Boys) SLIET, Longowal	Member
8.	Sh.J.S.Ubhi Chief Warden(Boys) SLIET, Longowal	Member
10.	Sh.H.R.Ghatak Associate Professor (CT) SLIET, Longowal	Member
11.	Mohd.Afaq Akhtar Associate Professor(ME) SLIET, Longowal	Member
12.	Mr.Damanpreet Singh Assistant Professor(CSE) SLIET, Longowal	Member

Notes on ITEM NO.8.1

TO CONFIRM THE MINUTES OF THE 7TH MEETING OF THE SENATE OF SLIET, LONGOWAL, HELD ON 17.02.2011

The minutes of the 7th meeting of the Senate of SLIET, Longowal, which was held on 17.02.2011 were circulated to all the members of Senate. These minutes have been placed at **ANNEXURE-I**. No comments on these minutes have been received from any of the senate members.

The senate is requested to confirm the minutes of the 6th meeting.

Decision: Confirmed



ACTION TAKEN REPORT**6.4 IMPROVEMENT OF GRADES**

A committee of the following was constituted to review and suggest single formula for conversion for CGPA to percentage.

Report of the committee is placed at **ANNEXURE-II**.

As per the recommendations of the committee the formula for conversion of CGPA to percentage for Degree and PG Courses is mentioned as under:

$$Y = -3.75 + 12.5X - 0.3125X^2$$

Award of Division:

First Division with Distinction, provided all the courses are cleared

In first attempt CGPA ≥ 7.195

First Division CGPA ≥ 6.00

Second Division CGPA ≥ 4.0 and < 6.00

As approved by the Director/SLIET the above recommendations will be applicable to the students admitted in in the year 2011 and onwards.

It is proposed that the First division with distinction may please be rounded off to two digits after decimal i.e. 7.19. This is required two digits after decimal are used in result declaration.

Matter is submitted for approval / ratification of the Senate please

Decision: Senate was of the opinion that the exact data of the students be placed before the senate to decide distinction. Matter is deferred to next meeting of the senate. Dean(Academic) may take appropriate action in this matter.

7.11 MINIMUM ATTENDANCE FOR APPEARING IN FIRST MINOR EXAMS

A committee was constituted to give recommendations on minimum attendance for appearing in the first minor examinations. The committee has given its recommendations for UG and PG courses only. The recommendations of the committee are placed at **ANNEXURE-III**.

The following points were discussed and agreed upon:-

1. The committee was unanimous that there will not be any minimum attendance requirement for the Minor Examinations.
2. The proposal given below is suggested by the committee to implement in the larger interest of the Institute to enhance the class attendance and learning of students in the class-room.

Attendance Marks be awarded to the Students as per following tables on the basis of held classes:-

If, attendance of student in Class is	Marks to be awarded
≥ 90 %	20
≥ 85 - < 90 %	15
≥ 80 - < 85 %	10
≥ 75 - < 80 %	5
< 75 %	0

In addition to this, 40% Marks in the End Term Examinations as well as in aggregate be made compulsory.

Subsequently, the following tables in Rule G12.3.3, P11.3.3 (Table.1) and Rule G12.3.5, P11.3.5 (Table.2) will be modified accordingly:-

Table.1 : Distribution of Weightage for Theory Course

Sr. No.	Particulars	Weightage (%)
1.	Minor Test-I Minor Test-II Minor Test-III	20%
2.	Assignment/ Tutorials/ Class Performance	5%
3.	Quizzes	5%
4.	Attendance	20%
	Total =	50%

Table.2: Distribution of Weightage for Laboratory Courses

Continuous Assessment		End Term (Lab Final)	
Components	Weightage	Components	Weightage
Record Mark (based on continuous assessment of Lab/ Practical works considering regularity and	40%	Lab experiment/ Procedure writing/ Tabulation/ Equation as applicable	30%

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timely submission of lab records)			
Attendance	20%	Viva voce	10%
Total	60%	Total	40%

3. It will be applicable for UG and PG Programmes.

Submitted for discussion and approval please

Decision: It was decided that there will be maximum 10% marks for attendance and distribution of marks will be as under:

Attendance Marks be awarded to the Students as per following tables on the basis of **scheduled** classes:-

If, attendance of student in Class is	Marks to be awarded
≥ 90 %	10
≥ 80 - < 90 %	8
≥ 75 - < 80 %	6

Subsequently, the following tables in Rule G12.3.3, P11.3.3 (Table.1) and Rule G12.3.5, P11.3.5 (Table.2) will be modified accordingly:-

Table.1 : Distribution of Weightage for Theory Course

Sr. No.	Particulars	Weightage (%)
1.	Minor Test-I Minor Test-II Minor Test-III	30%
2.	Assignment/ Tutorials/ Class Performance	5%
3.	Quizzes	5%
4.	Attendance	10%
	Total =	50%

Table.2: Distribution of Weightage for Laboratory Courses

Continuous Assessment		End Term (Lab Final)	
Components	Weightage	Components	Weightage
<i>Record Mark (based on continuous assessment of Lab/ Practical works considering regularity and timely submission of lab records)</i>	50%	<i>Lab experiment/ Procedure writing/ Tabulation/ Equation as applicable</i>	30%
<i>Attendance</i>	10%	<i>Viva voce</i>	10%
Total	60%	Total	40%

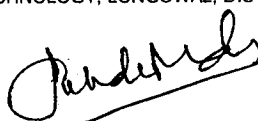
The component applicable for award of attendance marks to theory classes will be followed for award of attendance marks of laboratory classes.

The decision of the senate will be applicable from the academic session 2011-2012.

notes on ITEM NO. 8.3

REGARDING REGISTRATION OF THE STUDENTS

As per the existing rules for Certificate, Diploma, Degree and PG programmes there is a schedule for depositing semester fee with fine during the different slots of time. Copy of the relevant rules for late payment of semester fee and late registration has been placed at **Annexure IV**. As per the existing rules of registration (rule 3 for certificate and diploma, G4.3 for UG and rule P5 for PG courses), there is no distinction between late registration and deposition of semester fee after due date.



The amount of late fee/fine for late registration and late payment of semester fee is very low and varies with number of days after due date. This makes it very cumbersome and difficult to calculate the late fees.

It is proposed that the rule may please be modified as under

“ The semester fee deposition is a pre-requisite for the registration and student is required to register on the dates notified in the academic calendar or the dates notified by the Academic Section from time to time. The students who register beyond the last date of registration would have to pay Rs.500/- & Rs.1000/- as late fee for registration as per the dated notified in Academic Calendar. However, in such a case, when a student registers with late fee, the attendance will be counted from the date of commencement of classes and not from the date of registration”

Submitted before senate for discussion and approval please.

Decision : Approved

Notes on ITEM NO.8.4

REGISTRATION IN ABSENTIA

There is no provision in the rules for registration in absentia of the students. It is proposed that the students may be allowed for registration in absentia with proper authority letter along-with fee of Rs.250/- in addition to the normal semester fee / registration fee applicable. This additional fee would be named as In-absentia registration fee. This would be applicable to those students who wish to register in absentia by nominating another person to register on their behalf. Registration in absentia may however be allowed on the scheduled day of registration only. Student has to complete the attendance and other mandatory requirements from the scheduled day of registration only and no relaxation in attendance would be applicable.

Submitted for approval please.

Decision: Not Approved

Notes on ITEM NO.8.5

MINUTES OF CENTRAL RESEARCH COMMITTEE

The meeting of Central Research Committee was held on 10.03.2011. The minutes of the meeting are placed at **ANNEXURE-V** Submitted for approval please.

Decision: Approved

Notes on ITEM NO. 8.6

STARTING OF PG DIPLOMA IN LABOUR RELATIONS/WELFARE

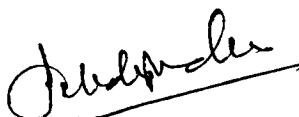
Department of EDP is running two years MBA program with batch strength of 60 students. Besides this department is offering different courses at various levels of Certificate, Diploma, Degree, PG and Ph.D.

Now the, EDP department has submitted proposal for starting one year PG diploma in Labor Relations/Welfare. The department has submitted the detailed syllabi and study scheme for the same, which has been placed at **Annexure-VI**.

It has also been observed that nomenclature of the above proposed program is different from the AICTE approved list of courses.

Submitted before senate for discussion and appropriate decision please.

Decision: Deferred. Senate was of the opinion that HOD (EDP) would work on the nomenclature and do needful action for approval of the AICTE. Fresh proposal would be submitted thereafter for consideration of the senate.



Notes on ITEM NO. 8.7

REGARDING LIMIT OF NUMBER OF CREDITS IN A SEMESTER

As per existing rules a student can register for maximum of 36 credits in a semester for degree and 32 credits for PG programme. But another rule states that (Please refer to rule no. G 12.4.4) vide which a student has to register separately by paying a fee of Rs.500/- in case he/she wishes to repeat a course of previous semester. Copy of the rule is placed at **ANNEXURE-VII**

It is felt that both the rules mentioned above are in contradiction.

It is proposed that the student be allowed to register up to 36 credits for UG and 32 credits for PG by opting the courses being offered in that semester(odd/even). No extra fee need to be charged from the student even if some of the courses opted by the student are repeat courses, provided that maximum limit of credits allowed in a semester is not exceeded.

However if a student wishes to register for a course, for repeat / improvement in a particular course, after completion of the duration of the Degree / PG programme, he/she may be charged fee as per rule G 12.4.4 **ANNEXURE-VII**.

Submitted for approval please

Decision: Approved

notes on ITEM NO.8.8

MINIMUM MARKS REQUIRED FOR PASSING A COURSE

Presently there is no restriction of pass marks in UG and PG programmes and this has affected the grading system poorly. In one such example, students of a particular PG program only marked attendance in one of the End Semester Examination and had submitted blank answer sheets. They were awarded grade on the basis of their internal performance only, which does not seems to be appropriate. To plug such a loophole the following rule is being proposed for Degree/PG

“A student has to secure minimum 40% marks in the End Semester examinations as a condition to earn a pass grade for that course”

Submitted for discussion and approval please.

Decision : Deferred

notes on ITEM NO.8.9

VERIFICATION OF EDUCATIONAL QUALIFICATIONS OF THE STUDENTS

A Large number of queries are being received in Academic Section daily from the various agencies seeking verification of the particulars and qualifications of the students who have passed their degree from this institute. It is a time consuming process and requests are received from multiple sources.

It is proposed that a verification fee of Rs.500/- per student be approved. A performa for verification would be designed and uploaded on institute website. The verification firm would be required to send the filled form along with DD of Rs.500/- in favor of Director, payable at Longowal/Sangrur.

This would however be applicable for those cases where verification is through verification agencies only. In case request for verification is received directly from the employer or any government agencies in India or abroad, the verification fee would not be charged.

Submitted for approval please.

Decision: Approved with modification that no fee will be charged for the same.

notes on ITEM NO.8.10

REGARDING RELAXATION IN ATTENDANCE ON MEDICAL GROUNDS

Presently the Dean (SF & W) is empowered to consider the cases for leave on medical grounds for communicable diseases. A committee was constituted by the Director to look into the cases of misuse of this rule and to decide upon the requests in which period of absence was quite long. The committee has met on 22.03.11 to discuss the matter and has given its recommendations' which are placed at **ANNEXURE-VIII**

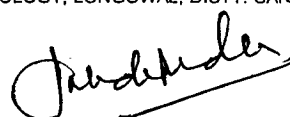
The committee has proposed the following rule

"Only 10% relaxation (maximum limit) may be allowed based on communicable diseases, hospitalization or medical grounds. This would be in addition to 25% relaxation in attendance available to all students."

The procedure for granting relaxation on medical grounds shall remain same.

Submitted for discussion and approval please.

Decision : Approved



ADMISSION TO SLIET UNDER DASA

A committee was constituted by the Director SLIET to find out the reasons for lack of admission under Direct Admissions of Students Abroad (DASA) scheme. The committee was also asked to give its recommendations so that number of students admitted under the scheme at SLIET may be increased. The committee has given its recommendations which are placed at **ANNEXURE-IX**. The relevant extract from the recommendations of the committee is mentioned as under:

" 1. The students are admitted under DASA scheme over and above the sanctioned strength. Hence, they are not affecting promotions of other students in any category/discipline. Therefore, these students may be treated separately and further DASA scheme of Government of India is for the admission of Foreign Nationals in B.E./B.Tech programmes on the basis of entry qualification of 10+2.

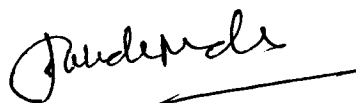
2. Integrated B.Tech. programme, integrates 02 year Diploma Programme and then 03 year degree programme by ensuring the vertical mobility of Diploma programme. In case, student successfully complete the diploma programme in 02 years with minimum cut off marks (e.g.60%), he/she shall be promoted to degree programme from Diploma programme.

3. While admitting students in degree module under DASA scheme, the student should not be allowed to change the discipline. However, related field may be permitted e.g. a student having diploma in Food Engineering should be admitted in degree of Food Engineering."

Submitted for discussion and approval please.

Decision: Deferred and following committee has been constituted to give its recommendations in the matter:

- ***Dean(Academics)***
- ***Dr. B.K.Kanungo, Professor (Chemistry)***
- ***Dr.V.K.Jain, Professor & Head(EIE)***
- ***Dr.A.S.Arora, Professor (EIE)***
- ***Chairman, SET-2011-Convenor***



TO IMPROVE THE QUALITY OF THE STUDENTS ADMITTED IN DIFFERENT COURSES

The meeting of core committed of SET-2011 was held on 02.05.2011 in SET office and has resolved following proposals. Minutes of the meeting have been placed at **Annexure X**

- Cut-off marks for SLIET Entrance Test may be raised.
- Promotion from one program to next higher level (vertical mobility) may be increased from 50% to 75% of the sanctioned strength.

OR

Number of seats may be increased as promoting to vertically next higher level. Suppose 'X' number of candidates are admitted to Certificate programme then while promoting the 'X' candidates to diploma, 'Y' direct entry candidates may be admitted directly to Diploma aggregating total students in Diploma equal to 'X + Y' and so on.

OR

System of NERIST be followed.

It need to be stated that presently cut off marks/minimum eligibility for passing SET examination is 20% for General Category and 15% for SC/ST. It needs to be mentioned that there is no negative marking in SET examination.

Submitted for discussion and appropriate decision please.

Decision: Deferred and same committee constituted for item no. 8.11 would work for giving recommendation on this matter.

CONVOCATION OF THE INSTITUTE

Presently the convocation of the institute is scheduled to be held on 08th December every year. It is to be mentioned that the dates of the examinations fall during the first week of the December and the schedule of examinations get disturbed due to the convocation. It is therefore proposed that the convocation date may please be changed to some other day in the month of October/March.

It is desirable to have convocation on any Saturday/Sunday so that maximum participation of passed out students can be ensured.

Jaldeep Singh

Submitted for discussion and appropriate decision please.

Decision: Approved with a change that the convocation will be held tentatively on any Saturday/Sunday of November and final date would be decided by the Chairman, Senate in consultation with Dean(Academics).

notes on ITEM NO.8.14

IMPROVEMENT OF GRADE BY REPEATING COURSE

A student who wants to improve E grade can improve the grade by taking retest or by repeating a course. The students who have earned E grade are those who have completed their attendance requirement. In case of repeat, if a student fails to improve the grade due to shortage of attendance, is being awarded with F grade. In such cases it is proposed that students be allowed to retain his previous grade (i.e. E grade or the grade which is better for the student).

Submitted for discussion and approval please.

Decision: Approved

notes on ITEM NO.8.15

ACADEMIC CALENDAR FOR THE YEAR 2011-2012

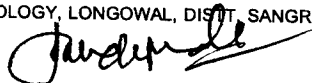
A committee was constituted to finalize the Academic Calendar for the Academic Session 2011-2012. The final calendar has been prepared by the committee and placed at ANNEXURE-XI.

Submitted for discussion and approval please.

Decision: Approved with minor modifications that item at s.no. 18 of the Academic Calendar i.e. Hindi Pakhwara be removed from the Calendar since it is not an academic activity.

**Item at S.No. 25 the word "return" be replaced with "showing"
The date of convocation may be changed as per decision of the Chairman, Senate.**

The mid semester break will be considered as vacation.



notes on ITEM NO.8.16

AWARD OF MEDALS TO M.TECH. STUDENTS

Presently no criteria have been defined for award of medals to the students of M.Tech. programmes. It is proposed that only those students will be considered for award of medals who will submit the thesis within the prescribed limit of time. The students who will submit thesis at a later stage will not be entitled for award of medals. Medals were not distributed to the awardees in the last two convocations, due to lack of clarity on this issue. It is requested that decision of this senate may also be applied to PG students of batch 2007 and onwards.

Submitted for discussion and approval please.

Decision: Only those students (2009 batch onwards) would be considered for award of medal who fulfill following conditions:

- i. Thesis was submitted in time before the start of next session.**
- ii. Result is declared before the convocation in which that batch is to be awarded degrees.**

For 2007 and 2008 batches the following conditions must be fulfilled:

- i. Thesis is submitted before the start of next session(i.e. within a period of 4 semesters)**
- ii. Result must be declared before next convocation.**

Notes on ITEM NO. 8.17.1(SUPPLEMENTARY AGENDA)

MINUTES OF MEETING OF CENTRAL RESEARCH COMMITTEE

Minutes of meeting of Central Research committee held on 27.05.2011 were placed before the senate for discussion/approval as supplementary agenda item. Please refer to the agenda item containing three pages circulated during the meeting and placed at Annexure-S

Decision:

1 Ph.D.admission for the year 2011-2012

- a) Matter was not approved.**



b) Matter was not approved

c) Approved

**2. The matter was approved with the slight modification that
"Cancellation of Ph.D." is to be replaced with "Cancellation
of Ph.D. enrolment."**

3,4,5,6 are approved.

**7. A) The action would be taken by Dean(R & C) to look into the
matter of release of contingency grant to the research scholars/
departments.**

B) The matter was approved

