

SUGC OFFICE

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भारतीय प्रौद्योगिकी संस्थान, कानपुर
 INDIAN INSTITUTE OF TECHNOLOGY KANPUR
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शैक्षिक विभाग : पूर्वस्नातक शाखा
 ACADEMIC SECTION: UNDERGRADUATE OFFICE

Chairperson, SUGC

2nd November, 2015

To
 All Members of the SUGC

MINUTES OF THE 2015-2016/2nd MEETING HELD ON 30th OCTOBER, 2015
 AT 3.30 P. M. IN QIP CONFERENCE ROOM OF THE ACADEMIC AFFAIRS BUILDING

MEMBERS PRESENT*SUGC Members:*

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| 1. Dr. T. Ravichandran (Chairman) | 10. Dr. Deepak Gupta (MSE) |
| 2. Dr. Sudhir Misra (Senate Nominee) | 11. Dr. Malay Banerjee (MTH) |
| 3. Dr. Sudhir Kamle (AE)
(in place of Dr. D.P. Mishra) | 12. Dr. M. K. Harbola (PHY) |
| 4. Dr. S. P. Rath (CHM) | 13. Dr. Sovan Das (ME)
(in place of Dr. Shakti S Gupta) |
| 5. Dr. Tarun Gupta (CE), | 14. Dr. Indra Sen Sekhar (ES) |
| 6. Dr. Amitabha Mukerjee (CSE) | |
| 7. Dr. Rajesh M. Hegde (EE) | |
| 8. Dr. T Ravichandran (HSS) | |
| 9. Dr. Joydeep Dutta (PUGC, ECO) | |

Student Representatives:

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|------------------------|----------------------|
| 1. Mr. Abhimanyu Arora | 3. Ms. Palak Agarwal |
| 2. Mr. Praveen Honhar | 4. Mr. Kunal Kapila |

MEMBERS REQUESTED FOR LEAVE OF ABSENCE

Dr. Prabhat Munshi (NET)

MEMBERS ABSENT

Dr. D. P. Mishra (Ex-officio), Dr. Pradip Sinha (BSBE), Dr. Raju K Gupta (CHE), Dr. Anubha Goel (EEM), Dr. K. Muralidhar (CLTP), Dr. R. G. Pala (MSP), Dr. S. S. Mishra (IME), Dr. Abhjit Kushari (ESc)

At the outset the Chairman, SUGC, welcomed all the members present, and subsequently, the agenda was taken up for discussion.

T. Ravichandran

Item No. 1: Confirmation of the minutes of the 2015-2016/1st meeting held on 8th October, 2015 in QIP Conference Room (Academic Affairs Building).

Deliberations took place on the comments received from the members on the Draft Minutes of the 2015-2016/1st meeting held on 8th October, 2015. After detailed discussion on the comments the SUGC admitted the following modifications:

Item No.	Present	Accepted by the SUGC
2	<p>The item was placed for consideration in the SUGC Meeting held on 18th June 2015, and it was decided that before taking any decision, the proposal should be reviewed at department level. Based on the comments and suggestions received from the departments, the SUGC decided to recommend the proposal to the Senate for one time implementation of the proposal on an experimental basis to float the following four courses in the blended mode of MOOC format in the academic year 2015-16:</p> <p>1st Semester:</p> <p>ESO202A Mechanics of Solids— Prof. C. S. Upadhyay ESC201 Introduction to Electronics— Prof. Aditya Jagannatham</p> <p>2nd Semester:</p> <p>MSO 201A Probability and Statistics— Prof. Neeraj Misra COM200 Communication Skills— Prof. Achala Raina</p> <p>It was also decided in the SUGC that the above courses are to be closely observed by the monitoring committee and that the Senate has to review the findings of the monitoring committee before taking any decision about further implementation.</p>	<p>The item was placed for consideration in the SUGC Meeting held on 18th June 2015, and it was decided that before taking any decision, the proposal should be reviewed at department level. Based on the comments and suggestions received from the departments, the SUGC decided to recommend the proposal to the Senate for only one time implementation of the proposal on an experimental basis to float the following four courses in the blended mode of MOOC format in the academic year 2015-16:</p> <p>1st Semester:</p> <p>ESO202A Mechanics of Solids— Prof. C. S. Upadhyay ESC201 Introduction to Electronics— Prof. Aditya Jagannatham</p> <p>2nd Semester:</p> <p>MSO 201A Probability and Statistics— Prof. Neeraj Misra COM200 Communication Skills— Prof. Achala Raina</p> <p>It was also decided in the SUGC that the above courses are to be closely observed by a monitoring committee to be appointed by the Chairman, Senate in consultation with the SUGC. The committee will collect feedback from the instructors and the registered students. The feedback will be subjected to statistical analysis. The statistical data thus collected will be presented to the Senate for review before taking any decision on further implementation.</p>
5	<p>The committee was apprised that as per the report of the Dual Degree Committee, "Request for withdrawal from the M.Tech./M.S. part of the program will be entertained at anytime during the course of the UG/PG program." But while considering the requests of the students to allow them to withdraw from the Dual Degree Program, it was observed that the existing provision needs to be reviewed. In this regard, comments and suggestions were elicited from all the departments. Based on the inputs from the departments, the issues related to withdraw from Dual Degree program were deliberated</p>	<p>The committee was apprised that as per the report of the Dual Degree Committee, "Request for withdrawal from the M.Tech./M.S. part of the program will be entertained at anytime during the course of the UG/PG program." But while considering the requests of the students to allow them to withdraw from the Dual Degree Program, it was observed that the existing provision needs to be reviewed. In this regard, comments and suggestions were elicited from all the departments. Based on the inputs from the departments, the issues related to withdraw from Dual Degree program were deliberated upon and the following guidelines were decided:</p>

	<p>upon and the following guidelines were decided:</p> <p>(i) Application for the withdrawal from Dual Degree Program duly recommended by the thesis supervisor (if the supervisor is appointed) and the DUGC of parent department (in case of Category-A)/DUGC of the concerned department where the student is pursuing his/her PG Program (in case of Category-B & C) will be considered by the SUGC on case-to-case basis. This applies only to those who have migrated to the PG program at the end of his/her seventh semester.</p> <p>(ii) If a student is allowed to withdraw from Dual Degree program for any specific reason during the semester under progress, then the student will be given his/her provisional degree after completing all the Degree requirements as well as after fulfilling all the procedural requirements for awarding the Degree.</p>	<p>(i) Application for the withdrawal from Dual Degree Program duly recommended by the thesis supervisor (if the supervisor is appointed) and the DUGC of parent department (in case of Category-A)/DUGC of the concerned department where the student is pursuing his/her PG Program (in case of Category-B & C) will be considered by the SUGC on case-to-case basis. This applies only to those who have migrated to the PG program at the end of his/her seventh semester.</p> <p>(ii) If a student is allowed to withdraw from Dual Degree program for any specific reason during the semester under progress, then the student will be given his/her provisional degree after completing all the Degree requirements of his/her undergraduate program as well as after fulfilling all the procedural requirements for awarding the Degree. For the students withdrawing from Dual Degree program in 9th Semester onwards the final degree will be awarded not before the end of 10th Semester although the provisional degree would be given as above.</p>
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After incorporation of all the comments, as received from the members, the minutes were confirmed.

Before confirming the minutes, the house was also informed that the decision which was taken on the Item No. 3 (i.e., “*lack of clarity with regard to the kind of certificate that could be issued at the time of exit and to refer this matter to Senate Education Policy Committee for measuring the pros and cons while preparing the guidelines and finalizing on a suitable mode of exit to be reconsidered.*”) was sent back to SUGC for review and reconsideration.

Since SUGC is a sub-committee of the Senate with representatives from all departments/IDPs, it determines and recommends all the policies related to academic activities to the Senate for its approval. As per Clause 1.2 of the “Procedures & Requirements of Undergraduate Program,” granting of degrees is in SUGC’s jurisdiction. For this reason, the Chairman, Senate has suggested to form a sub-committee of SUGC to propose a possible model for an exit option for academically deficient B. Tech. students, accordingly, the following committee was constituted:

- Dr. Sudhir Mishra (**Convener**)
- Dr. Amitabha Mukerjee
- Mr. Praveen Honhar

Item No. 2: Announcement, if any

The Chairman, SUGC made the following announcement before the house:

- a) Regarding constitution of a sub-committee for reviewing the exiting procedures for approval of a new course and evolving an on-line format for uploading the same in OARS. The sub-committee comprises the following members:

- Dr. Manoj Kumar Harbola

Convener

2015-16/2


Chairman, SUGC

- Dr. Deepak Gupta Member
- Dr. Indra Sen Sekhar Member

b) Announcement of next SUGC meeting for consideration of Academic Performance Evaluation Committee (APEC) Report.

2015-16/4th SUGC meeting will be held on Friday, 11th December, 2015 at 10.00 AM in QIP Conference Room of the Academic Affairs Building.

While discussing about the date of the next SUGC meetings based on the schedule of Senate meetings, i. e., 15th and 30th in the month of December 2015, the SUGC felt that the Senate meeting on 30th December 2015, in which the main agenda item will be the consideration of appeals of the students whose academic program will have to be terminated at the end of this current semester may be shifted to Monday, 4th January, 2016. The reasons behind the suggested shifting of the date of Senate Meeting are that to give sufficient time for sending the recommendations on the appeals from various ends such as DUGC/Counselling Service and to avoid holding a meeting in vacation when most of the SUGC members are likely to be out of town.

As suggested, if the schedule of the Senate meeting is changed from 30th December 2015 to 4th January 2016, then the Senate will be requested to give permission to those students whose academic program will be reinstated, either to register after the last date of registration or to allow all the terminated students to register on the normal registration date provisionally. Later, only those students whose academic program is reinstated by the Senate will be allowed to continue. For the rest of the students, their registrations will be cancelled. This practice is followed at the time of summer registration, i.e., end of every second semester.

Item No. 3: Consideration of the proposal of the Students Welfare Cell on behalf of the Students' Senate on remedial program for academically deficient students.

The proposal which was submitted by the Student Welfare Cell on behalf of the Students' Senate regarding remedial program for academically deficient students was considered by the SUGC. The spirit of the proposal and the efforts went in collecting valuable data were well appreciated. However, concerns were raised with regard to the logistics, modality, budget, and faculty involvement. Since no consensus evolved from the deliberations, it was decided that the student nominees will be requested to make a revised proposal with the help of Dr. Sudhir Misra, Senate Nominee of the SUGC. For this purpose, a sub-committee was constituted as follows:

- Mr. Praveen Honhar (Convener)
- Dr. Sudhir Misra
- Dr. Deepak Gupta
- Ms. Palak Agarwal

Item No. 4: To consider the proposal of the Student Nominee of the SUGC for allowing semester drop in case of any valid reason.

Due to paucity of time, the item was deferred for consideration in the next SUGC meeting.

Item No. 5: Consideration of the proposal of Dr. Amitabha Mukerjee, Convener, DUGC of CSE Department regarding dropping of course.

The proposal which was received from Dr. Amitabha Mukerjee, Convener, DUGC of CSE Department for making a policy related to registration and dropping of courses was considered by the SUGC. After due deliberation, it was felt by the committee that before taking any decision on this proposal, comments/suggestions will be sought from all the departments. Based on the department's comments/suggestions the proposal will be considered in the SUGC meeting and the recommendations will be sent to the Senate for its further consideration.

Item No. 6: To consider the proposal of re-scheduling the academic recess which has been received from Prof. Vinay K Gupta of Civil Engineering Department

Due to paucity of time, the item was deferred for consideration in the next SUGC meeting.

Item No. 7: Consideration of the requests of the 2012 batch students to change of their academic program from BT/BS to MT/MS in various Categories.

Requests of 2012 batch students to change their academic program from BT/BS to MT/MS/MBA were considered. Based on the positive recommendations of the concerned DUGCs, it was decided that out of 32 students, only 28 students were allowed to change their academic program.

Item No. 8: Consideration of the requests of the students to allow them to withdraw from Dual Degree.

Requests of the following dual degree students for allowing them to withdraw from the Dual Degree program was considered by the SUGC. After a brief discussion it was decided that as per the existing norms which are given in the Report of the Dual Degree Committee and positive recommendations of the DUGC, the students were allowed to withdraw from Dual Degree Program:

<i>Sl. No.</i>	<i>Roll No.</i>	<i>Name of Student</i>	<i>Dept.</i>	<i>Prog.</i>	<i>Status</i>
1.	12431	NALIN DHAMELIYA	MTH	BT-MT	Not migrated
2.	12117	ANKESH KUMAR PANDEY	EE	BT-MT	Not migrated
3.	12486	PRACHI MISHRA	ME	BT-MT	Not migrated
4.	12526	RACHIT BHARDWAJ	ME	BT-MT	Not migrated
5.	12420	MOHIT SINGHAL	ME	BT-MT	Not migrated
6.	11907780	UTSAV TANEJA	AE	BT-MT	Migrated
7.	11907277	GAURAV MAAN	CE	BT-MT	Migrated
8.	11907045	AJAY KUMAR	BSBE	BT-MT	Migrated
9.	11907301	HEMANT MEHARCHANDANI	BSBE	BT-MT	Migrated

Item No. 9: Consideration of the termination of the academic program of those students who have failed to report and register by the last date of registration without any bona fide reason

The committee was apprised that the following students had neither registered in the current semester (i.e. 2015-16-I) nor had given any response to the e-mails which were sent to them

with an advice to inform the UG Office by giving bona fide reason for not registering in the current semester:

Sl No.	Roll No.	Name	Deptt.	Progm.	Remarks
1	10327291	HARSHIT SAXENA	ME	BT-MT	PG Part terminated but not applied for reinstatement
2	12025	ABHISHEK KUMAR	CE	BT	Student was requested several times but no response was received.
3	12582	ROBBIN SINGH	MTH	BS	Student was requested several times but no response was received.

After a brief discussion it was decided that academic program of the above cited students may be terminated as per Clause 7.3(c) of the *Procedures and Requirements of the Undergraduate Program* and positive recommendation will be sent to the Senate for its approval.

Item No. 10: Consideration of the request of Dr. Indra Sekhar Sen, Convener, DUGC of Department of Earth Sciences to approve a new course of his department.

The proposal for the approval of a new SO course, "Fundamentals of Earth Sciences," which will be offered by Dr. Santanu Misra and Dr. Rajiv Sinha of Earth Science Department was approved by the committee.

Item No. 11: Reviewing of the existing procedures which are given in Annexure-3 of the UG Manual (unrevised) for approval of a new course.

The committee was apprised about the existing procedures for approval of a new course. In the existing procedures a minimum period of five weeks is given for sending the comments/suggestions on the proposed course but it is not followed while approving a new course. It is observed that most of the comments/suggestions on the new course are received within a few days. For this reason, it is felt that the period for sending of comments/suggestions needs to be changed from five weeks to ten days only. It was decided that the sub-committee constituted to review the procedural matters of new course proposal will also look into this time-frame and suggest appropriate recommendation while submitting their report.

Item No. 12: Consideration of the request of Dr. Ark Verma, of HSS department to approve a new course of his department

The proposal for the approval of a new course No. PSY499, "Psychology of Language," has been received from Dr. Ark Verma, HSS Department was approved by the committee.

Item No. 13: Consideration of the requests of the students to allow them to drop the course after last date of dropping of courses.

Requests of the following students for dropping the course after the last date of add/drop, i.e. 16th October, 2015, was accepted by the committee as special cases:

Roll No.	Name	Deptt.	Course No.
12830	Vivek Kumar	MSE	MSE682A
150352	Kunj Behari Beriwala	MSE	CHM101A
14485	Prashant Saxena	CE	PSY152A
14437	Pawan Kumawat	ECO	PSY152A
14437	Ojaswee Kumar Dhayal	ECO	PSY152A

Item No. 14: Consideration of the request of Dr. Abhas Singh, Course Instructor of EEM602A, to allow two students to add the course for completion of their academic program.

The committee was apprised that based on the recommendations of Dr. Abhas Singh, Course Instructor of EEM602/EEM602A, the following two students were de-registered from the course:

1. Navneet Kumar Chaubey (10440) BT CE
2. Raghav Kunamalla (11556) BT CE

But later, a request was received from Dr. Singh to revoke his earlier recommendation for de-registration and that the students may be allowed to continue in his course because these are students whose academic program have been extended and if they are not allowed to continue in the course cited above their academic program will be extended. Keeping in view of the consent of the course instructor and the DUGC's favourable recommendation, it was decided that the course will be added in their current registration for the completion of the academic program of the above mentioned students without any further delay.


(T Ravichandran)
Chairman, SUGC

Copy to (*for information*): Dean, Academic Affairs