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शैक्षिक विभाग : पूर्वस्नातक शाखा
ACADEMIC SECTION: UNDERGRADUATE OFFICE

Chairperson, SUGC

15th March, 2016

To

All Members of the SUGC

**DRAFT MINUTES OF THE 2015-2016/7th MEETING HELD ON 11th MARCH, 2016
AT 03.30 P.M. IN QIP CONFERENCE ROOM OF THE ACADEMIC AFFAIRS BUILDING**

MEMBERS PRESENT***SUGC Members:***

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| 1. Dr. D. P. Mishra (Ex-Officio) | 13. Dr. Deepak Gupta (MSE) |
| 2. Dr. Gouthama (Senate Nominee) | 14. Dr. M. K. Harbola (PHY) |
| 3. Dr. T. Ravichandran (Chairman) | 15. Dr. Malay Baneerjee (MTH) |
| 4. Dr. D. P. Mishra (AE) | 16. Dr. Shakti S. Gupta (ME) |
| 5. Dr. Pradip Sinha (BSBE) | 17. Dr. Indra Sen Sekhar (ES) |
| 6. Dr. Raju Kumar Gupta (CHE) | 18. Dr. D. P. Mishra (MDES) |
| 7. Dr. S. P. Rath (CHM) | 19. Dr. Jayanta Chatterjee (in place of Dr. Veena
Bansal) (IME) |
| 8. Dr. Tarun Gupta (CE) | |
| 9. Dr. Nitin Saxena (CSE) | |
| 10. Dr. Rajesh M. Hegde (EE) | |
| 11. Dr. T. Ravichandran (HSS) | |
| 12. Dr. Joydeep Dutta (ECO) | |

Special Invitees

20. Dr. Suchitra Mathur (ADUG)
21. Dr. S. Quereshi (EE)

Student Representatives:

- | | |
|-----------------------|----------------------|
| 1. Mr. Shubham Atreja | 3. Ms. Palak Agarwal |
| 2. Mr. Praveen Honhar | 4. Mr. Kunal Kapila |

MEMBERS ABSENT

- | | |
|-----------------------------|-----------------------------|
| 1. Dr. Anubha Goel (EEM) | 4. Dr. P. Munshi (NET) |
| 2. Dr. K. Muralidhar (CLTP) | 5. Dr. Abhjit Kushari (ESc) |
| 3. Dr. R. G. Pala (MSP) | |

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

Chairman, SUGC.

Item No. 1: Confirmation of the minutes of the 2015-2016/6th meeting held on 27th January, 2016 in QIP Conference Room (Academic Affairs Building).

The Minutes of the 2015-2016/6th meeting held on 27th January, 2016 was circulated to all the members on 2nd February, 2016 with a request to give their comments, if any, on the minutes.

Since no comments were received except from, Dr. Deepak Gupta, on the Item No.10“second time shifting/swapping”. After due deliberation on the comment which was received from the above cited member, the following amendments were suggested in the draft minutes of 2015-16/6th meeting:

For	Read
<p>Item No. 10: Second Time shifting/swapping</p> <p>The committee was informed that as per the provision, the students of dual degree program are given one time option to shift/swap the courses between UG and PG part. Based on that provision, the dual degree students of 2011 batch were allowed to shift/swap the courses as per the requirements of both the degrees. But it was insisted by the students of the dual degree program to give them another chance to shift/swap. Since earlier the requests of other students for second time shifting/swapping were not accepted, for this reason, it was decided that <u>second time shifting/swapping will not be allowed except to the students of those department whose course templates were changed after the shifting/swapping of the courses such as AE, CHM, CHE and MTH.</u></p>	<p>The committee was informed that as per the provision, the students of dual degree program are given one time option to shift/swap the courses between UG and PG part. Based on that provision, the dual degree students of 2011 batch were allowed to shift/swap the courses as per the requirements of both the degrees. But it was insisted by the students of the dual degree program to give them another chance to shift/swap. Since earlier the requests of other students for second time shifting/swapping were not accepted, for this reason, it was decided that <u>second time shifting/swapping will be allowed to all the dual degree students of 2011 batch irrespective of changing of their course template after the first time shifting/swapping of the courses.</u></p>

The minutes were confirmed by the committee subject to amendment in the decision which was taken earlier after considering the item under reference.

Item No. 2: Announcement, if any

The Chairman, SUGC informed the house that as per the Academic Calendar-2016 the last date of dropping of course in the current semester is 18th March, 2016. But in the past it was observed that course drop applications were submitted for processing even after the last date. The Convener, DUGC may ensure that after the last date, application for course drop will not be accepted for any reason. Students were made aware about the last date of course drop by an e-mail through Chairman, SUGC. A final reminder about the last date of dropping the course will also be sent by Chairman SUGC.

Item No. 3: Consideration of the issue related to the difficulty of completion of quorum in SUGC meeting due to the absence of the members of the interdisciplinary program on the SUGC.

The issue related to non fulfillment of quorum which is affected due to regular absence of the SUGC members of the Interdisciplinary Program was considered by the committee. After due deliberation on the issue, it was suggested that only the members of those departments having the Undergraduate programs will be counted for formation of quorum. The Senate will be requested to consider the suggestion of the SUGC.

Item No. 4: Consideration of the request of Dr. Gouthama, SUGC Member (Senate Nominee), to make a provision for declaring the results of the Mid Semester Examination to the students within a stipulated period.

The suggestion of Dr. Gouthama for declaring the results of the Mid Semester Examination within a time period was considered by the committee and suggested that for showing the result of the Mid-Semester Examination, a stipulated date to be fixed. In this regard, it was decided that within 10 days, after the last date of the Mid Semester Examination the students will be apprised about their academic performance in that particular course. The suggestion of the committee will be sent to the Senate for further consideration.

Item No. 5: Consideration of the proposal of the Students Welfare Cell on behalf of the Students' Senate on remedial program for academically deficient students.

The committee was apprised about the proposal regarding remedial program for academically deficient students by the Students Welfare Cell. Since this is a policy matter and support of the various departments will be required for running the proposed remedial program, it was decided that the said proposal will be sent to all the departments for obtaining the feedback/suggestion, if any. Based on the department's feedback/suggestion the proposal will be modified and the same will be recommended to the Senate for consideration.

Item No. 6: Consideration of the proposal of the Student Nominee of the SUGC for allowing semester drop in case of any valid reason.

The committee was apprised that in its 2015-16/3rd meeting held on 24th November, 2015, a proposal related to semester drop on a valid reason such as internship was considered and it was suggested that a modified proposal by including the eligibility criteria followed for non-degree students to proceed to abroad under exchange programme (Clause 11.5 of UG Manual) and by maintaining the minimum CPI norm of 7.0 and minimum completion of 200 credits (Clause 11.5.1 of UG Manual). The modified proposal was considered by the committee and it was decided that before accepting the proposal and subsequent approval of the Senate, the proposal will be sent to all the departments for obtaining their feedback/suggestion, if any.

Item No. 7: Consideration of the proposal of re-scheduling the academic recess which has been received from Prof. Vinay K. Gupta of Civil Engineering Department

The committee was apprised that earlier the proposal of Dr. Vinay K Gupta for re-scheduling the academic recess was considered by the SUGC in its 2015-16/3rd meeting held on 24th November, 2015 and it was decided that suggestion/feedback from all Departments/IDPs are to be collected before deliberating on this issue. Since the few departments that had responded were not in favour, and there was unanimous consensus on the floor against the proposal, it was decided that the proposal for re-scheduling of the academic recess will not be acceptable.

Item No. 8: Consideration of the Report of the Standing Double Major Implementation Committee

The report of the Standing Double Major Implementation Committee was considered by the committee. After due deliberation the report of the above cited committee was accepted and it was decided that positive recommendation will be sent to the Senate for further consideration.

Item No. 9: Consideration of the request of Dr. Tarun Gupta, Convener, and DUGC of Civil Engineering Department for minor modifications in the exiting course template.

The proposed changes in the course template of Civil Engineering Department, i.e., to accept the credit of UGP-2 and UGP-3 as a credit of OE slot for completion of graduation requirements of UG Part of the Dual Degree students was considered by the committee. Since in the past the same requests of the students were accepted by the Senate and it was suggested that the course template of CE Department should be modified accordingly, the proposed changes in course template was accepted and decided to recommend to the Senate for its approval.

Item No. 10: Consideration of the request of Dean, Academic Affairs to the issue related to providing extra time to the physically disabled students at the time of examination.

The request of the Dean, Academic Affairs, to review the issue related to providing extra time to the physically disabled students at the time of examination was considered by the committee. After discussion, the following suggested guidelines of the Dean, Academic Affairs were accepted by the committee and decided to recommend to the Senate for its approval:

- a) *To constitute an Institute Medical Board consisting of the doctors, having specialization for establishment of various kind of Physical Disabilities and to assess the requirement of extra time of the PwD candidates during the examinations.*
- b) *Based on the report of the Institute's Medical Board, a medical certificate will be given to the PwD students for showing the course instructor prior to the starting of examination for extra time. If he/she needs large size font or the help of a scribe then, a request has to be sent to the course instructor at least one week before the examination date.*

Item No. 11: Consideration of the request of Mr. Shivam Patel (11683/11907683), a student of Dual Degree Program in Mechanical Engineering Department, to allow him to complete the credit requirement in DE slot by substituting the credit of an OE course.

The request of Mr. Shivam Patel to allow him to complete the credit requirements of Department Elective (DE) slot by substituting the credit of a course AE753A which was taken as an Open Elective was considered by the SUGC. Since the non-departmental course will not be considered as a departmental course, it was thought that the credit requirement of DE slot may be substituted with the credit of the course he had taken as Open Elective subject to giving of relaxation by the Senate for fulfillment of graduation requirements. After a brief discussion, it was decided by the committee that positive recommendation will be sent to the Senate for approval.

Item No. 12: Consideration of the request of Mr. Kundan Kumar (12375/12807375) a student of Dual Degree Program in Computer Science & Engineering, to allow him to proceed to other institute through exchange program.

The request of Mr. Kundan Kumar to allow him to proceed to the University of Montreal, Canada, as a non-degree student through exchange program for pursuing his thesis work during 2016-17-I & 2016-17-II semesters was accepted by the committee. Another request of Mr. Kumar for appointment of Prof. Yoshua Bengio as an external co-supervisor was also considered and it was decided that positive recommendation will be sent to the Chairman, Senate for obtaining his approval.

Item No. 13: Consideration of the requests of the students whose academic program have been changed from M.Sc. (2-Year) to MSPD Dual Degree in Physics to allow them to substitute the compulsory courses of MSPD Dual Degree program with the courses they have cleared before the program change.

The request of the following two students whose academic program was changed from MS to MSPD, to allow them to substitute compulsory courses of MSPD Dual Degree program with the courses they had cleared before the program change was considered by the committee:

1. Mr. Krishnendu Dandapat (14972)
2. Mr. Shubhadeep Sadhukhan (14989)

Based on the positive recommendation of the DUGC of Physics Department, the requests of the above cited students to substitute the following courses were accepted by the committee and decided that positive recommendation will be sent to the Senate for its approval:

Compulsory Courses of MSPD (DD) program to be substituted	Semester (as per course template of MSPD)	Cleared Compulsory Courses in M.Sc. Program	Semester (as per course template of M.Sc.)
PHY500A – 9 credits	2 nd	PHY563A – 11 credits	3 rd
PHY501A – 9 credits	3 rd	PHY565A – 11 credits	3 rd

Item No. 14: Consideration of the requests of the course instructors of various departments to approve the new courses of their departments.

The requests of the following instructors for approval of their respective new courses were accepted and approved by the committee as cited below:

Course No.	Course Title	Name of the Course Instructor
CE213	Introduction to Environmental Science	Dr. Anubha Goel
CE241	Sustainable Built Environment	Dr. Purnendu Bose
PSY470	Psychology of Wellbeing	Dr. Kumar Ravi Priya
SOC482	Sociology of Globalization	Dr. Jillet Sarah Sam
ES 311	Crystallography and Mineralogy	Dr. Santanu Misra
ES 312	Field Geology -1	Dr. Indra Sekhar Sen
ES 313	Geomorphology and Earth Surface Processes	Dr. Rajiv Sinha
ES 314	Fundamental of Geophysics	Dr. Dibakar Ghosal
ES 315	Igneous and Metamorphic Petrology	Dr. Debayjyoti Paul
ES 411	Structural Geology	Dr. Santanu Misra
ES 412	Sedimentary Processes and Stratigraphic Principles	Dr. Rajiv Sinha
ES 413	Geochemistry	Dr. Indra Sekhar Sen
ES 414	Field Geology II	Dr. Animesh Mandal & Dr. Rajiv Sinha
ES 415	Geological Remote Sensing and GIS	Dr. Rajiv Sinha
ES 416	Exploration Geophysics	Dr. Dibakar Ghosal
ES 417	Geology and Tectonics of Indian Plate	Dr. Santanu Misra
ES 418	Field Geology III	Dr. Santanu Misra
PHY401	Classical Mechanics-I	Dr. Manoj Harbola

Item No. 15: Consideration of the proposed changes in the course number of the existing courses as suggested by Dr. Tarun Gupta, Convener, DUGC of CE Department.

The suggestion of Dr. Tarun Gupta, Convener, DUGC, to make change in the number of courses were accepted by the committee.

Existing course number	Change course number
CE211A	CE311A
CE441	CE441b

It was also decided that the above cited changes in the number of courses should be incorporated in the existing course template.

Item No. 16: Consideration of the request of Dr. Deepak Gupta, Convener, DUGC of MSE Department related to mapping the courses of old UGRC with the courses of new ARC for completion of graduation requirements of Mr. Ankit Kumar Pandey (Y9098).

Since some of the courses of old UGRC has already been abolished from the list of courses and not offered after implementation of the new ARC, it has become very difficult for the students of 2010 and earlier batches to follow the course template of old UGRC for completion of their graduation requirements. For this reason, the proposed relaxation in the graduation requirements by mapping the courses as per the new ARC was considered by the committee. Since the relaxation in graduation requirements was proposed by the Convener, DUGC of the concerned department, it was decided that the proposed relaxation in the graduation requirements may be given to Mr. Ankit Kumar Pandey (Y9098) subject to obtaining the approval of the Senate.

Item No. 17: Consideration of the request of Mr. Sohil Bansal (10721/10327721) a student of B.Tech.-M.Tech. (Dual Degree) Program in Mechanical Engineering, to give relaxation in the existing rules for completion of his academic program.

The committee was apprised that the application of Mr. Sohil Bansal, addressed to the Chairman, Senate was received for consideration in the SUGC meeting. In the application, it was requested by the student that he is an extended student and his academic program may be completed without doing any extra course, if some relaxations are given in the existing provision, i.e., by allowing for second time swapping or not counting the credit of the extra course at the time of computation of his PG CPI.

The request of the student was considered by the committee and it was observed that at the time of reinstatement in the PG Program, it was decided by the Senate that the student will take extra course for securing the graduating CPI of PG Part. Since the student has been given a chance by the Senate and based on the feedback of the DUGC, it was decided by the committee that the earlier decision of the Senate will be followed. The decision of the committee will be conveyed to the Chairman, Senate.

Item No. 18: Consideration of the proposal of the Student Nominee of the SUGC to allow a student to repeat a course with a 'D' grade.

The proposal of Student Nominee of the SUGC to allow the students to repeat the course in which he/she had obtained 'D' grade was not accepted by the committee.

Item No. 19: Consideration of the proposal of the Student Nominee of the SUGC for Lateral Entry of students to the bachelor programs in Physics, Chemistry, and Mathematics.

The proposal of the Student Nominee of the SUGC for Lateral Entry of students to the bachelor programs in Physics, Chemistry, and Mathematics was considered by the committee. Since it is policy matter and related to admission, the committee felt that the feedback/suggestion of the departments will be sought before considering the proposal. For this reason, it was decided that the proposal will be sent to all the departments for obtaining their feedback/suggestions, if any.

Item No. 20: Consideration of the proposal of the Student Nominee of the SUGC to curtail the number of course drops by UG students.

While considering the item, it was observed that before sending this item to the SUGC for discussion, it was not considered in any forums of the students such as Students' Senate, and Student Gymkhana. For this reason, the item was not considered by the committee.

Item No. 21: Consideration of the proposal of the Student Nominee of the SUGC to allow students pursuing Double Majors to take a Minor in a third Department.

The committee was apprised that as per the UG Manual (Clause 10.3 Double Major Program), a student who is pursuing Double Major Program is not allowed to do Minor but a student who is pursuing the Dual Degree program is allowed to do Minor. Since the student of the dual degree is allowed to do the Minor, it was felt by the committee that, in principle, the student of Double Major program will be allowed to do the Minor. For this reason, the proposal of the Student Nominee of the SUGC was accepted by the committee and it was decided to recommend positively to the Senate for its approval.

Item No. 22: Noting of the CCC Report for 2016-2017-I Semester and sending the same for consideration in IAC meeting.

The report of the Core Curriculum Committee of the forthcoming semester (2016-2017-I) was presented by Dr. Rajesh M. Hedge, Chairman, CCC before the SUGC. The committee noted the CCC Report and requested to the Chairman, CCC to send the report to the IAC for consideration.

Item No. 23: Consideration of the termination of the students who have failed to report and register by the last date of registration without any bona fide reason.

Since the following students have neither registered in the current semester (i.e. 2015-16-II) nor have informed to the UG Office by giving bona fide reason for not registering in the current semester, it was decided that recommendation will be sent to the Senate for termination of their academic program due to unauthorized absence except for Mr. Lalit Kumar Nagar (11388) owing to his semester drop request received from him on the date of the meeting:

Sl No.	Roll No.	Name	Deptt.	Progm.
6	11661	SAURABH KUMAR	AE	BT
1	12554	RAM PRASAD	CE	BT
3	Y9227245	HARSHIT GANGWAR	ME	BT-MT
4	11107	ANKIT KUMAR	MTH	BS
5	11388	LALIT KUMAR NAGAR	PHY	BS
2	12587	ROHIT KUMAR MAURYA	PHY	BS

Item No. 24: Consideration of the requests of the students to allow them to withdraw from Dual Degree.

The requests of the following dual degree students for allowing them to withdraw from the Dual Degree program were accepted by the committee:

<i>Sl. No.</i>	<i>Roll No.</i>	<i>Name of Student</i>	<i>Dept.</i>	<i>Prog.</i>	<i>Status</i>
1.	12356/12817356	KIRTAN SHYAMAL PADH	MTH	BS-MS	Migrated
2.	12676/12807676	SHIVAM TRIPATHI	MES	BT-MT	Migrated
3.	12666/12817666	SHEHZAT HATHI	MTH	BS-MS	Migrated

Item No. 25: Consideration of the request of Convener, DUGC of BSBE department to give one time relaxations in the graduation requirements of 2011 batch dual degree students.

The committee was apprised that the request of Convener, DUGC of BSBE Department was received for giving following relaxations in the graduation requirements of 2011 batch dual degree students by considering the replacement of the courses:

1. *That any excess OE-PG (6th level courses) of any department already taken may be considered as DE-PG.*

As per the existing provision, OE-PG cannot be considered as DE-PG but the credit of the OE-PG may be substituted with the credit of the DE-PG for completion of graduation requirements. However, dual degree student may take the OE-PG course in place of DE-PG subject to advice of the thesis supervisor.

2. *Any PG course in other department done, too, could be considered, when the said course is found relevant.*

As per the existing provision, any PG course of other department may be considered as an OE and the credit of the course will be counted for fulfillment of credit requirements in OE slots. For any exception to this, the approval of the Senate will be required.

3. *UGP-4 will be considered as DE and, therefore, can contribute towards fulfillment of DE credits.*

For considering the credit of the UGP-4 in the credit of DE slot, it has to be mentioned in the course template and the approval of the Senate of the revised course template will be required.

4. *BSE 682A (Special Topics in Biological Sciences and Bioengineering) is open for dual degree students and will contribute towards DE-PG credits.*

As per the existing provision, requirements of the credits of DE-PG will be fulfilled by taking the course BSE682A automatically without any approval.

5. *CHM 481A (Bio-systems) will be considered as DE/DE-PG since the BSBE finds the content relevant and detailed enough.*

6. *BSE492A (DE-UG BSBE) may be considered as DE-PG*

As per rule, level four courses are not considered as a PG course and the non-departmental course cannot be considered departmental course in any case because the status of the course cannot be changed from OE to DE but the credit of the course may be substitute for completion of the graduation requirements.



(T Ravichandran)

Chairman, SUGC

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