# MADHAV INSTITUTE OF TECHNOLOGY AND SCIENCE: GWALIOR

(An Autonomous Institution under Rajiv Gandhi Proudyogiki Vishwavidyalaya (RGPV), Bhopal)

Date: 2nd April, 2016

## Minutes of the Academic Council Meeting

The academic Council meeting was held on 2nd April, 2016 at 3:00 pm in the autonomy cell.

The meeting was chaired by Dr. R.K. Pandit, Director of the Institute. Mr. Prashant Mehta, IAS, Member, Board of Governors was present in the meeting as nominee of the Chairman, Board of Governors of the Institute. The Secretary, Scindia Engineering College Society, Gwalior, Er. Ramesh Agarwal and nominee of Vice Chancellor, Dr. A.K.Singh attended the meeting. The following members from institute faculty were present in the meeting.

| S.No. | Name | Designation | |
|---|---|---|---|
| 1 | Dr R.K.Pandit | Director | Chairman |
| 2 | Dr. Manjaree Pandit | Dean (Academics) | Member |
| 3 | Prof Archana Tiwari | HOD, Civil Engg. | Member |
| 4 | Dr. Manoj Gaur | HOD, Mech.& Automobile Engg. | Member |
| 5 | Dr. Laxmi Srivastava | HOD, Electrical Engg. | Member |
| 6 | Dr. R.K.Gupta | HOD,CSE &IT | Member |
| 7 | Dr. Shriram Prasad | I/C HOD, Chemical Engg. | Member |
| 8 | Dr. Alok Sharma | HOD, Architecture | Member |
| 9 | Dr. R.S. Jadon | HOD, Computer Application | Member |
| 10 | Dr. Abhay Mishra | HOD, Applied Sciences | Member |
| 11 | Dr. Sanjeev Khanna | HOD, Humanities | Member |
| 12 | Dr. M.K.Trivedi | Professor, Civil Engg. | Member |
| 13 | Dr. A.K. Wadhwani | Professor, Electrical Engg. | Member |
| 14 | Dr. Sarita S. Bhadauria | Professor, Electronics & ETE | Member |
| 15 | Dr. S.S. Jadon | Professor, Architecture | Member |
| 16 | Dr. Sanjay Tiwari | Associate Professor, Civil Engg. | Member |
| 17 | Dr. C.S. Malvi | Assoc. Professor, Mech.& Automobile | Member |
| 18 | Dr.Sulochana Wadhwani | Assoc.Professor, Electrical Engg. | Member |
| 19 | Dr. Rekha Gupta | Assoc. Professor, Electronics & ETE | Member |
| 20 | Prof. Manish Dixit | Assoc. Professor, CSE &IT | Member |
| 21 | Dr. Anshu Chaturvedi | Assoc. Professor, MCA | Member |
| 22 | Prof. L.K.Jain | Dean Administration | Invited member |
| 23 | Dr. Sarvesh Kumar Jain | Controller (Examinations) | Invited member |
| 24 | Dr. Sunita Sharma | Coordinator, Biotechnology | Invited member |

- The minutes of the previous Academic Council meeting held of 26th April, 2014 were confirmed.
- The members were briefed about the objectives of autonomy and constitution of Academic Council as per the statute 37 of RGPV, Bhopal.

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- The guidelines of Choice Based Credit System (CBCS) proposed by RGPV, Bhopal were presented before the council.

- The schemes and syllabi of I & II semester B.E and B.Arch. and M.Tech. Cyber Security III & IV semester running with effect from July 2015 as proposed in the minutes of the following Boards of Studies (BOS) were approved.

  i. Civil Engineering
  ii. Mechanical Engineering
  iii. Electrical Engineering
  iv. Electronics Engineering
  v. Computer Science & Engineering
  vi. Information Technology
  vii. Chemical Engineering
  viii. Biotechnology
  ix. Automobile Engineering
  x. Electronics and Telecommunication Engineering
  xi. Architecture
  xii. Applied Sciences
  xiii. Humanities

- The minutes of meeting of all the above BOS and BOS of Master of Computer Applications (MCA) held on 1.4.2016 were presented and approved.

- After discussions the following points were approved for implementation from the next academic session, starting July 2016.

[1] Uniform policies for PG dissertation evaluation

   ❖ Monthly progress report to be submitted by the guide along with a eight point grading (Poor/Below average/Average/Above average/Good/Very good/Excellent/Outstanding)

   ❖ There should be one mid-term evaluation and a final internal presentation before committee constituted by the HOD in consultation with the respective guides. Evaluation should be based on technical content, work done and presentation.

   ❖ Award of internal marks should be based on the above two points.

   ❖ Before final submission of dissertation, publication of at least one paper in journal or presenting one paper in international

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conference or filing a patent (which has cleared the first stage of acceptance) is mandatory.

[2] Conduction of quiz at UG level
   * To evaluate the quiz/assignment of theory block, one quiz must be conducted along with the second mid-semester examination.
   * To evaluate the internal assessment of practical block, at least one quiz must be conducted during the semester. The evaluation of term-work should be based on attendance and lab records of the student.

[3] Evaluation of Mid-semester tests for UG and PG students
   * Each student will appear in two mid-semester tests compulsorily. The evaluation will be based on average performance.
   * There will be a third make–up test also for those who want to improve their performance or those who could not appear in one of the two mid-semester tests.

[4] Interdisciplinary projects by UG students
   * Final year UG students who are interested in doing interdisciplinary projects, should be permitted to undertake major project under one main guide from parent department and one co-guide from other related department after taking due permissions from respective HODs. However, the evaluation will be done by the parent department.
   * A project batch should normally not be more than 5 students for engineering students. However, in exceptional cases permission from Dean Academic can be taken after recommendation from guide and HOD.
   * For thesis work of final year architecture students, the batch size will not be more than of 2 students.
   * Possibility of display/exhibition of students' project work and their assessment by an interdisciplinary jury was discussed to encourage and motivate students for taking up innovative projects.

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[5] Conduction of PG dissertation work in a relevant industry/research organization/academic institution of repute under additional external supervisor

- ❖ PG students who are interested in conducting their dissertation on practical industrial problems should be permitted to do so after ensuring the standard of the industry/research/academic organization and approving topic & synopsis by guide and HOD and after receiving a written consent from an external co-guide from industry.
- ❖ In such cases, the attendance, bi-monthly progress report and monthly evaluation will be submitted by the external co-guide.
- ❖ However, the mid-term and final internal evaluation of dissertation work will be done according to the institute norms.

[6] Industrial visits for UG students

- ❖ The departments must arrange visits and study tours of students to nearby industrial places at least once in a semester to expose them to practical environments so that they get a realistic perspective

[7] Eligibility for award of medals to meritorious students

- ❖ The institute confers many medals to meritorious students in various categories every year. For these awards, only those students will be considered who have completed their terms/courses within the stipulated time in a single attempt during the programme.
- ❖ Only PG students who have submitted their dissertations on or before 31st August may be considered for merit awards.

[8] Bringing clarity to the existing credit based grading system of RGPV for UG and PG

- ❖ The following revision is proposed to be done in the credit based grading system to bring more clarity and to remove ambiguity for border line cases, e.g. if % marks fall between 40 and 41 or 50 and 51 etc. (please refer enclosed ordinances of UG and PG)

## Credit based grading system (UG)

| Grade | % Marks range (based on absolute marks system) | Grade Point | Description of performance |
|-------|-----------------------------------------------|-------------|---------------------------|
| A+ | Greater than 90-100 | 10 | Outstanding |
| A | Greater than 80-90 | 9 | Excellent |
| B+ | Greater than 70-80 | 8 | Very Good |
| B | Greater than 60-70 | 7 | Good |
| C+ | Greater than 50-60 | 6 | Average |
| C | Greater than 40-50 | 5 | Satisfactory |
| D | Greater than 30-40 | 4 | Marginal |
| F | 30 and below | 0 | Fail |
| I | | 0 | Incomplete |
| W | | 0 | Withdrawal |

## Credit based grading system (PG)

| Grade | % Marks range (based on absolute marks system) | Grade Point | Description of performance |
|-------|-----------------------------------------------|-------------|---------------------------|
| A+ | Greater than 90-100 | 10 | Outstanding |
| A | Greater than 80-90 | 9 | Excellent |
| B+ | Greater than 70-80 | 8 | Very Good |
| B | Greater than 60-70 | 7 | Good |
| C+ | Greater than 50-60 | 6 | Average |
| C | Greater than 40-50 | 5 | Satisfactory |
| D | 40 Only | 4 | Marginal |
| F | Below 40 | 0 | Fail |
| I | | 0 | Incomplete |
| W | | 0 | Withdrawal |
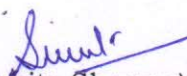
## Credit based grading system (Bachelor of Architecture)

| Grade | % Marks range (based on absolute marks system) | Grade Point | Description of performance |
|-------|-----------------------------------------------|-------------|---------------------------|
| A+ | Greater than 90-100 | 10 | Outstanding |
| A | Greater than 80-90 | 9 | Excellent |
| B+ | Greater than 70-80 | 8 | Very Good |
| B | Greater than 60-70 | 7 | Good |
| C+ | Greater than 50-60 | 6 | Average |
| C | Greater than 45-50 | 5 | Satisfactory |
| D | Only 45 | 4.5 | Marginal |
| F | Below 45 | 0 | Fail |
| I | | 0 | Incomplete |
| W | | 0 | Withdrawal |
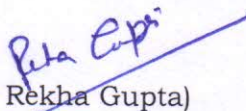
- Looking at the inclination of engineering students towards Master of Business Administration (MBA) degree, the possibility of starting a programme on MBA was discussed. This would also enable engineering students to take elective courses from the MBA programme to increase their employability. Interested students may also go for a minor specialization in MBA by taking additional credits.
- The meeting ended with thanks to the chair.
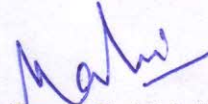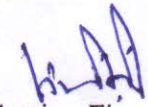
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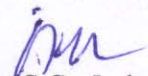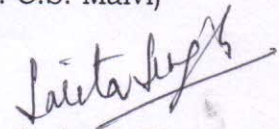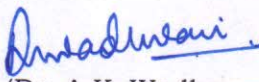
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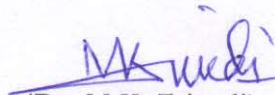
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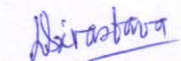
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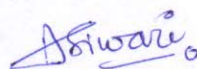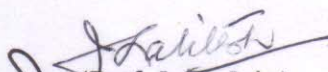
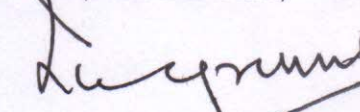(Dr. Shriram Prasad)         (Dr. R.K. Gupta)                (Dr. Laxmi Srivastava)

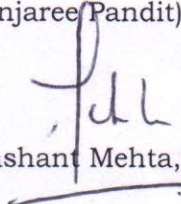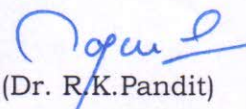(Dr. Manoj Gaur)             (Prof. Archana Tiwari)          (Dr. S.K. Jain)

(Prof. L.K. Jain)            (Dr. Manjaree Pandit)           (Dr.A.K.Singh)

(Er. Ramesh Agarwal)         (Mr. Prashant Mehta, IAS)       (Dr. R.K.Pandit)

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