

MADHAV INSTITUTE OF TECHNOLOGY & SCIENCE, GWALIOR

(A Govt. Aided UGC Autonomous & NAAC Accredited Institute Affiliated to R.G.P.V., Bhopal, M.P.)

Date: 25th October, 2018

Minutes of the Academic Council Meeting

The meeting of the academic Council (AC) was held on 25th October, 2018 at 11.30 am in the Autonomy cell of the institute.

The meeting was chaired by **Dr. R. K. Pandit**, Director of the Institute. **Er. Ramesh Agarwal**, Secretary, Scindia Engineering College Society (SECS) Gwalior, **Shri Prashant Mehta**, Member, Board of Governors (Nominee of Hon'ble Chairman BoG), **Dr. Mohan Sen**, Special Invitee from RGPV Bhopal and **Dr. Rajesh Bhargava**, Dy. Registrar (Acad.) RGPV Bhopal (Nominee of Hon'ble VC RGPV Bhopal) attended the meeting.

Out of the four members nominated by the Board of Governors, **Dr. Rommel Mehta**, Professor School of Planning and Architecture (SPA), New Delhi attended the meeting while Dr. S.G. Deshmukh, Director, ABV-IIITM Gwalior, Dr. D.D. Agrawal, Professor, Jiwaji University, Gwalior and Dr. Dharmendra Kumar, Professor, Computer Science and Engineering, G.J. University Hisar, could not attend the meeting.

Other nominees of the honourable Vice Chancellor of RGPV Bhopal, Dr. S.K. Jain, Registrar, RGPV and Dr. R.S. Rajput, Director, UIT Bhopal could not attend the meeting.

The Director, DTE or DTE nominee did not attend the meeting.

The following internal members attended the meeting:

S. No.	Name	Designation	Status in AC
1.	Dr. R. K. Pandit	Director	Chairperson
2.	Dr. Manjaree Pandit	Professor (Electrical Engineering) & Dean (Academics)	Member
3.	Dr. Laxmi Srivastava	Professor & Head, Electrical Engineering	Member
4.	Prof Archana Tiwari	Professor & Head, Civil Engineering	Member
5.	Dr. P. K. Singhal	Professor & Head, Electronics Engineering	Member
6.	Dr. R.S. Jadon	Professor & Head, Computer Applications	Member
7.	Dr. Abhay Mishra	Professor & Head, Applied Sciences	Member
8.	Dr. Alok Sharma	Professor & Head, Architecture	Member
9.	Dr. Pratesh Jayaswal	Professor, Mechanical Engineering	Member Secretary
10.	Dr. Manish Kumar Sagar	Professor & Head, Mechanical Engineering	Member
11.	Dr. Akhilesh Tiwari	Professor & Head, CSE & IT	Member

[Handwritten signatures and initials in blue ink at the bottom of the page, including names like 'M. K. Pandit', 'R. K. Pandit', 'Dr. Manjaree Pandit', 'Dr. Laxmi Srivastava', 'Prof Archana Tiwari', 'Dr. P. K. Singhal', 'Dr. R.S. Jadon', 'Dr. Abhay Mishra', 'Dr. Alok Sharma', 'Dr. Pratesh Jayaswal', 'Dr. Manish Kumar Sagar', 'Dr. Akhilesh Tiwari', and 'Page 1 of 9']

12.	Dr. Shriram Prasad	Associate Professor & I/C Head, Chemical Engineering	Member
13.	Dr. Sunita Sharma	Coordinator, Biotechnology	Member
14.	Prof. Deepak Rastogi	Associate Professor, Civil Engineering	Member
15.	Dr. Sanjeev Khanna	Coordinator, Humanities	Member
16.	Prof. Prabhakar Sharma	Assistant Professor, Computer Applications & In-charge, Central Computer Center	Member

Dr. Sulochana Wadhvani, Professor, Electrical Engineering, Nodal Manager for Outcome Based Education (OBE) in the Institute & Deputy Controller Examination attended the meeting as a special invitee.

The following deliberations took place in the meeting. The Item wise details are as follows:

Item: AC-1	<p>To confirm the minutes of the last Academic Council Meeting held on 26th April, 2018:</p> <p>The minutes of the previous Academic Council meeting held on 26th April, 2018 were confirmed with a few modifications, after the following discussions.</p> <p><u>Discussion regarding flexible Scheme Structure (implemented w.e.f. July 2018 for 2017-18 & 2018-19 admitted batch)</u></p> <ul style="list-style-type: none"> • Dean, academics apprised that the flexible scheme structure has been implemented (for UG Programmes) with effect from July 2018 for the batches admitted in 2017-18 & 2018-19 sessions. • Dr. Mohan Sen, Special Invitee from RGPV Bhopal informed that the ordinance relating to flexible scheme is under preparation and will be released / notified shortly by the RGPV Bhopal. Moreover, as decided earlier for the award of UG degree in Engineering/Technology (without Honours / Minor Specialization), it is required to earn 170 Credits. For the B. Architecture degree the total credit requirement is 260 credits. • In continuation, it was also reiterated that additional Credit requirement for getting an Honours or Minor Specialization in other interdisciplinary areas / fields of Engineering, Technology, Applied Science, Management etc, is 20 additional Credits for Engineering & 24 Credits for B. Architecture. • It was decided that necessary adjustments in the credits of 5th to 8th Semester will be done for 2017-18 admitted batch to align the total credit requirements (170 & 260 for B.Tech & B. Architecture respectively) with the 2018-19 admitted batch onwards. This will bring uniformity in total credit requirement for all the batches (2017-18 & 2018-19 admitted onwards) which are under the Flexible Curriculum. • It is decided to write "Flexible Scheme" on the mark sheets issued to year 2017-18 admitted batch onwards.
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	<ul style="list-style-type: none"> • In order to prepare “Minor Specialization tracks” prerequisites should be taken into consideration and same must be mentioned unambiguously against each course in the respective track. • <u>The syllabi of DE, List of OCs and their syllabi and Minor Specialization tracks will be placed before the House in the next meeting.</u>
Item: AC-2	<p>To approve academic regulations and guidelines for Credit transfer through SWAYAM/NPTEL using AICTE guidelines (Up to 20% of the total courses being offered in a particular program in a Semester) and to provide guidance for deciding the modalities of conduction of these courses</p> <p>The House reiterated that additional credits for honours/minor specialization as well as credits for elective courses (DEs & OCs) can be acquired through SWAYAM/NPTEL/MOOC (Massive Open Online Courses) platform based learning in accordance with the <u>guidelines issued by AICTE Gazette notification dated 17th August 2016 for conducting and evaluating courses through the MOOCs.</u> Any amendments issued thereafter will also be followed in totality.</p> <p>According to the Gazette “an Institution can only allow up to <u>20% of the total courses being offered in a particular program in a Semester</u> through the online learning courses provided through SWAYAM platform”.</p> <p>On the basis of these guidelines it was resolved that up to 34 Credits out of total 170 for Engineering/Technology students & 52 credits out of total 260 credits for B. Architecture students can be earned through SWAYAM /NPTEL / MOOC platform based learning for the award of UG degree in Engineering/Technology & Architecture respectively (without Honours / Minor Specialization).</p> <p>Moreover, to obtain “Honours or Minor Specialization”, 20 Credits additionally can be completed through SWAYAM /NPTEL / MOOC platform based learning. In this manner, students aspiring for minor specialization or Honours during the tenure of B. Tech programme can opt for a total of 54 (34+20) Credits and the students of the B. Architecture programme can earn up to 72 (52+20)credits through SWAYAM /NPTEL / MOOC platform based learning.</p> <p>In this regard the House noted that the guidelines regarding “credit transfer from MOOCs” by All India Council of Technical Education (AICTE) and the affiliating university, i.e RGPV Bhopal, as issued from time to time will be binding on the institute.</p> <p>Furthermore, in connection with MOOC (SWAYAM/NPTEL) based</p>

	<p>(h) However, for matching the credit requirement with the curricular/scheme requirements, more than one MOOC course can also be selected against an Elective Course, provided that the collective credits are equal to or more than the credit requirement. Also, each such selected course must be of minimum 2 credits.</p> <p>(i) The Institute will also make necessary efforts to develop 3-4 MOOC courses of its own.</p>												
Item: AC-3	<p>Conduction of examination of ex-students on equivalency basis</p> <p>The House appreciated and approved this proposal and resolved that the examination of ex-students will be conducted on the basis of equivalency w.e.f April-May 2019 examination with the courses of current schemes, as recommended by the respective Board of Studies (BoS).</p> <p><u>The House instructed that there should be an "Consent Clause" in the examination form where the students will be required to check mark a box to give their consent for appearing in current courses on the basis of equivalency.</u></p>												
Item: AC -4	<p>To review and decide the time-line/schedule for conduction of M.E./M.Tech. fourth semester examinations</p> <ul style="list-style-type: none"> ➤ M.E./M.Tech. Students submit their dissertation throughout the year and expect the early conduction of examinations and declaration of result. It is difficult to send a person frequently to Bhopal for the declaration of result. ➤ Therefore in the interest of the students and to maintain regularity it is proposed to permit the students to submit the dissertation <u>only twice a year</u> as per the following details: <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="3" style="text-align: center;">Date/Time of Dissertation</th> </tr> <tr> <th style="width: 33%;">Last date for Submission</th> <th style="width: 33%;">Examination</th> <th style="width: 33%;">Result Declaration</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">15th May</td> <td style="text-align: center;">May/June</td> <td style="text-align: center;">First week of July (This will help the students to apply for jobs etc.)</td> </tr> <tr> <td style="text-align: center;">15th December</td> <td style="text-align: center;">December</td> <td style="text-align: center;">First week of January</td> </tr> </tbody> </table> <p>The House approved this proposal.</p>	Date/Time of Dissertation			Last date for Submission	Examination	Result Declaration	15 th May	May/June	First week of July (This will help the students to apply for jobs etc.)	15 th December	December	First week of January
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Item: AC-5	<p>To consider digital submission(on CD) of B.E/M.E./M.Tech./dissertation and conduction of <u>only</u> M.E./M.Tech examination on Skype/video conferencing/Google Duo or similar facility</p> <ul style="list-style-type: none"> ➤ It is proposed that <u>only soft copy (A single pdf file with scanned copy of candidate declaration etc)</u> submission to be initiated and the same will be uploaded on MOODLE after the result declaration. ➤ It is also proposed that in the dissertation a <u>one page abstract should be written in Hindi.</u> ➤ Examination on Skype is expected to save money and time both. The panel of internal examiners will be nominated to certify the authenticity of marks as decided in consultation with the external examiner on Skype after the presentation by student. 												

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	<p><u>The House approved the proposal; however, in place of skype, other platforms approved for educational purposes must be used. The following points were finalized after discussion.</u></p> <p>(a) It is decided to allow the submission of project reports / dissertation in soft copy (pdf file with scanned copy of candidate declaration and other required certificates).</p> <p>(b) It is further decided that the password protected copy of submitted record (project report/ dissertation) will be preserved in the institute for minimum 10 years duration.</p> <p>(c) M.E. /M.Tech/MUP examination / dissertation viva voce may be conducted using the platforms which are already in use by Higher Education Department / MHRD such as A-View (under NMEICT project) / other similar platforms. However, for the non examination matters other platforms such as skype can be used.</p> <p>(d) It is also decided to make the partial detail (title, abstract, keywords) public on the institute website.</p> <p>(e) An abstract in Hindi, consisting of about 250-words will be written at the beginning.</p>
Item: AC-6	<p>To review the Pattern of question paper and consider revision in pattern if necessary</p> <p>Present pattern: All five questions (Set for each unit of syllabus) are compulsory. In each question there are two questions of 2 marks, one of 3 marks and one of 7 marks to be attempted out of two questions. (Two 7 marks questions are asked and any one is to be attempted out of two questions)</p> <p>The House resolved that a workshop must be conducted at a suitable date where each department will propose a "template of question paper pattern" and the most suitable template can be finalized.</p> <p>The matter is deferred till the next meeting.</p>
Item: AC-7	<p>To consider the provision of asking a certain percentage of questions from the meticulously prepared extensive Question Bank uploaded on MOODLE in the end term question paper</p> <p>[The practice, if approved, may prove quite effective. The students will be required to study & prepare a large number of questions from the Question Bank, in a pursuit to score well]</p> <p>It is decided to prepare /make available a very large number of questions (about 10,000 questions or so along with the solution) in the question bank database. Till then the matter will be kept on hold.</p>

Item: AC-8	<p>To review the present remuneration rates of revaluation and to consider revision of honorarium</p> <p>[At present the rate of revaluation is very less and for the Post Graduate Students the rates of valuation and revaluation rate are the same. The comparison is as follows:]</p> <table border="1" data-bbox="451 383 1437 584"> <thead> <tr> <th>Class</th> <th>Valuation rate</th> <th>Revaluation rate</th> </tr> </thead> <tbody> <tr> <td>Undergraduate</td> <td>Rs.15/- per answer book Minimum Rs.150/-</td> <td>Rs.20/ per answer book Minimum Rs.150/-</td> </tr> <tr> <td>Postgraduate</td> <td>Rs.20/- per answer book Minimum Rs.150/-</td> <td>Rs.20/- per answer book Minimum Rs.150/-</td> </tr> </tbody> </table> <p>The House resolved that the remuneration rates for valuation and revaluation of answer sheets should be adopted as and when revised and made effective by RGPV Bhopal.</p>	Class	Valuation rate	Revaluation rate	Undergraduate	Rs.15/- per answer book Minimum Rs.150/-	Rs.20/ per answer book Minimum Rs.150/-	Postgraduate	Rs.20/- per answer book Minimum Rs.150/-	Rs.20/- per answer book Minimum Rs.150/-
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Postgraduate	Rs.20/- per answer book Minimum Rs.150/-	Rs.20/- per answer book Minimum Rs.150/-								
Item: AC-9	<p>To adopt the revised remuneration for paper setting as per RGPV notification</p> <p>It was decided to adopt the remuneration rates for paper setting as and when revised and made effective by RGPV Bhopal.</p>									
Item: AC-10	<p>To resolve the various pending cases of students (admitted under previous schemes)</p> <p>The House instructed that a committee duly constituted by the Director must go through the pending cases and recommend the solutions on case to case basis. The recommendations must be sent to the University to get instructions regarding further course of action to be taken.</p>									
Item: AC-11	<p>To resolve the issue of Cell phones confiscated from the students during the examination under Unfair Means (UFM) charges</p> <p>[In every examination a number of cell phones are being seized from the students during the examination under UFM, and after declaration of UFM results students approach the examination section to return the cell phones.</p> <p>It is proposed to frame regulation regarding the return of cell phone/ any other expensive device thus seized.]</p> <p>The House instructed that a committee duly constituted by the Director must prepare required norms keeping in view the university guidelines regarding such matters.</p>									
Item: AC-12	<p>To review and approve the minutes of the Board of Studies (BoS) (conducted during the first week of October 2018) as presented by the respective Chairpersons of the following BoS:</p> <p>The minutes of Boards of Studies (BoS) were presented by the Chairpersons of following Departments:</p> <p><i>Civil, Mechanical, Electrical, Electronics, Computer Science & Engineering and Information Technology, Chemical Engineering, Bio-technology, Automobile Engineering, Electronics and Telecommunication, Architecture, Computer</i></p>									

Applications, Applied Sciences & Humanities.

The presentation covered the following Agenda points of the respective BoS:

1. COs for all core courses from V Semester to VIII Semester
2. The proposed list of Departmental Electives
3. The proposed list of Open Electives
4. Analysis of question papers for Academic Year 2017-18
5. CO attainments for all courses beginning with the Academic Year (2014-15 onwards)
6. To Identify gaps in CO attainment levels (wherever applicable) for Year 2017-18 and propose corrective measures for improvement
7. To set attainment targets for all COs for courses being offered in the Academic Year 2018-19
8. To propose "Equivalence of Subjects" for all courses running in the various schemes
9. Syllabi and scheme starting from 2014-18 batch onwards

Proposals with regard to Course Outcomes (COs), Departmental Electives (DEs) and Open Category (OC) Courses have been examined and it was decided to conduct an **Internal workshop for finalization of the lists of OCs** and to frame guidelines for their conduction. **The same will be finalized in the next Academic Council meeting.**

The HoDs also presented the list of modules developed under "Value Added Courses".

The House approved the minutes of the above listed BoS.

Item: AC-13

Any other matter with the permission of the Chair

(a) It is decided to make the provision of **Summer Internship Programme** in even and odd semesters so that students who have not attained minimum qualifier can be given an additional chance to fulfil this essential requirement for the degree.

(b) **It was suggested by the Dean Academics that the 8th Semester course name "Innovative Technical Contribution" should be changed to "Professional Development"** in order to bring all kinds of personality and skill development activities of the students into the orbit and to encourage student participation in professional chapter activities, club activities, cultural events, sports, personality development activities also, in addition to technical events.

It was decided that clear and unambiguous assessment norms for this internal assessment course will be developed and placed before the House for approval in the next meeting.

(c) It is decided to invite suggestions for the improvement of "Flexible Scheme" by making it public on the institute website.

(d) **Courses falling under the Mandatory Course (MC) category (viz. Induction programme, Biology for Engineers & Indian Constitution & Traditional Knowledge) will be non-credit courses and the end semester examination will be optional for these courses; However, an additional mark sheet will be issued to such qualifying students who opted for the same.**

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P. J. ...


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S. J. ...


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A. ...

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V. ...

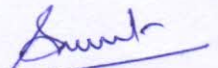
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The meeting ended with vote of thanks to the Chair.



(Prof. Prabhakar Sharma)

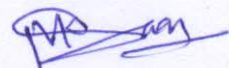

(Dr. Sanjeev Khanna)

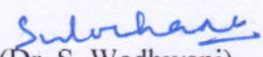

(Prof. Deepak Rastogi)

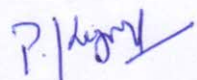

(Dr. Sunita Sharma)



(Dr. Shiram Prasad)

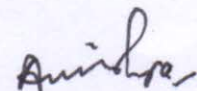

(Dr. Akhilesh Tiwari)

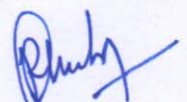

(Dr. Manish Kumar Sagar)

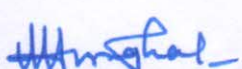

(Dr. S. Wadhvani)

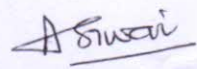

(Dr. Pratesh Jayaswal)

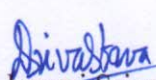

(Dr. Alok Sharma)

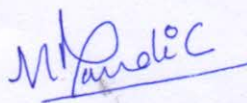

(Dr. Abhay Mishra)

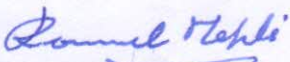

(Dr. R.S. Jadon)

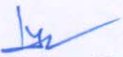

(Dr. P. K. Singhal)



(Prof. Archana Tiwari)

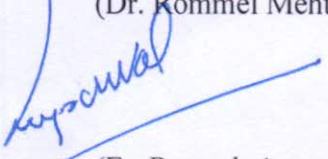

(Dr. Laxmi Srivastava)


(Dr. Manjaree Pandit)

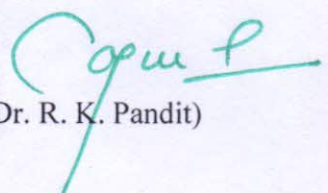

(Dr. Rommel Mehta)


(Dr. Mohan Sen)


(Dr. Rajesh Bhargava)


(Er. Ramesh Agarwal)


(Mr. Prashant Mehta, IAS)


(Dr. R. K. Pandit)