MANIPAL
UNIVERSITY
JAIPUR

MINUTES
10th ACADEMIC COUNCIL MEETING
February 12, 2015

Venue: 3rd Floor Board Room, Administrative Building

Chairperson: Prof Sandeep Sancheti - President, MUJ

Members present:

Prof (Dr) Shiban Kishen Kak, VC, JUIT University

Prof K Garg, Dean FoE

Prof N K Garg, Dean FoD

Prof B K Sharma, Dean FoS and R&I

Prof M Srivastava, Dean FoA&L

Prof R Singh, Director TSB

Prof S N Sharan, Director SEEC

Prof R Mathur, Director SET

Prof G C Tikkiwal, Director SBS

Prof S Sadri, Director SB&C

Prof N N Sharma, Director SAMM

Dr A Kumar, Professor & HoD Mechatronics Engineering

Dr B P Singh, HoD E&CE

Dr L Ledwani, Professor Dept. of Chemistry

Ex Officio Secretary: Prof V Suhag, Registrar MUJ

Permanent Invitee: Dr D Nagaraju, CoE I/C

Other Invitees:

Prof R Arora, Director Admissions & HoD English

Prof D P Sharma. HoD IT

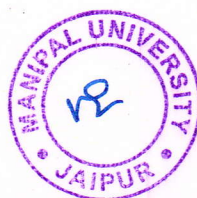Mr P K Pandey, HoD Planning & Design

Dr S Jain, HoD Mathematics & Statistics

Dr T Shivnani, HoD Business & Commerce

Dr B Malik, HoD Chemistry

Dr S K Jain, HoD Physics

Dr M M Sharma, HoD Biosciences

Dr G Tankha, Dept of Psychology

Dr. N Singhal, Head T&P

Mr A Dutta, HoD Hotel Management

Mr A D Ozarkar, Course Coordinator Dept of Applied Arts

Dr T Chakraborty, Assistant Registrar (Academics)

Leave of Absence:

Prof M Yadav, HoD Architecture, Dr S Munjal, HoD Management

Mr A Saraswat Tech ECE IV Year and Mr C Singh, MCA III Year

The Council granted leave of absence.

The Chairman, Academic Council welcomed Prof Shiban Kishen Kak (External Member), all the new internal members to the meeting and thanked the outgoing members on relinquishment of their assignment as members of the Academic Council of MUJ. He appreciated the support and contribution made by them to the University in an exemplary manner during their tenure in the Council and requested them to keep sharing the rich experience in future as well.

After confirming the quorum, the agenda was taken up for discussion

10AC (A) Confirmation of the Minutes of the 9th Meeting Held on September 23, 2014

As there were no comments, the Minutes of the 9th Academic Council Meeting were confirmed.

10AC (B) Report about the Actions Taken on the Minutes of 9th Meeting

The action taken report on the decision of 9th AC Meeting was noted & confirmed.

10AC (C) Reporting and Ratification Items

10AC (C-1) Change in Composition of the Academic Council

Some members have completed their tenure and a few others have joined since the last Academic Council Meeting.

Members Completed Tenure / Left:

Prof V S Kulhar, Head SBSH

Prof P N Sharma, Civil Engineering

Prof R A Dubey, HoD Mechanical Engineering

Prof S K Jhajharia, HoD EE Engineering

Members joined:

Prof S Sadri, Director SBC

Prof N N Sharma, Director SAMM

Dr A Kumar, Professor & HoD Mechatronics Engineering

Dr B P Singh, HoD ECE

Dr S Munjal, HoD Management

Dr L Ledwani, Professor Dept. of Chemistry

The new composition of the Academic Council was placed as under:-

Prof Sandeep Sancheti, President MUJ	-	Chairperson
Prof Shiban Kishen Kak, VC JUIT	-	External Member
Prof K Garg, Dean FoE	-	Member
Prof N K Garg, Dean FoD	-	Member
Prof B K Sharma, Dean FoS	-	Member
Prof M Srivastava, Dean FoA&L	-	Member
Prof R Singh, Director TSB	-	Member
Prof S N Sharan, Director SEEC	-	Member
Prof R Mathur, Director SET	-	Member
Prof G C Tikkiwal, Director SBS	-	Member
Prof S Sadri, Director SB&C	-	Member
Prof N N Sharma, Director AMM	-	Member
Dr A Kumar, Prof & HoD Mechatronics Engg	-	Member
Dr B P Singh, HoD E&C	-	Member
Prof M Yadav, HoD Architecture	-	Member
Dr S Munjal, HoD Management	-	Member
Dr L Ledwani, Professor Dept. of Chemistry	-	Member

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Prof V Suhag, Registrar	-	Ex Officio Secretary
Dr D Nagaraju, I/C CoE	-	Permanent Invitee
Mr Akshay Saraswat, B Tech ECE IV Year	-	Student Representative
Mr Chatanya Singh, MCA III Year	-	Student Representative

The Council noted and ratified the same.

10AC (C-2) **Appointment of Professor Emeritus and Directors**

a) Dr Raj Sharma has joined as Professor Emeritus, Department of Chemical Engineering

b) Prof S Sadri has joined as Director School of Business & Commerce

c) Prof N N Sharma has joined as Director Automobile, Mechanical & Mechatronics Engineering

The Council noted the same.

10AC (C-3) **University Research Committee Meetings**

8th and 9th University Research Committee Meetings were held on September 29, 2014 & February 05, 2015 respectively.

The Council noted the same.

10AC (C-4) **Convocation**

The First Convocation of the University was held on October 15, 2014. One hundred and twenty graduates were awarded degrees including two Ph D scholars.
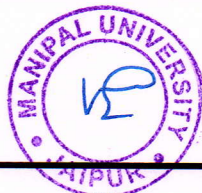
Prof K Kasturirangan, Chancellor Jawaharlal Nehru University, Former Chairman ISRO & Member Planning Commission graced the occasion as the Chief Guest.

The Council noted the same.

10AC (C-5) **First Academic Advisory Board Meeting**

Proceedings of the First meeting of Academic Advisory Board of the University held on December 12, 2014 were placed before the Council.

Some salient points as given below, evolved as a result of the discussions of AAB meeting were also noted by the Council.

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i) Creation of Chairs for distinguished faculty members (limited term / long term).

ii) International Faculty for visiting assignments.

iii) Research in the field of technical and social sciences be encouraged.

iv) Vocational Training be promoted.

v) Skill development in the neighborhood be explored.

The above suggestions would be initiated / taken up for further action.

10AC (C-6) Odd Semester Examination Result

December 2014 was reported to the Council.

The same was noted and ratified by the Council.

10AC (C-7) Ph D Registration

Details of Ph D entrance examination held on December 6, 2014 were placed before the Council.

The Council noted the same and further suggested that total number of applications received, total number of candidates that qualified the written examination and total number of candidates that appeared in the interview to be reported to the Council in all such future reportings.

10AC (C-8) Introduction of New Programmes

The Council noted the approval of the Board of Management for introduction of new programmes viz. LLB (with an intake of 60), B Sc (Interior Design) (with an intake of 40) and B Tech (Computers & Communication) (with an intake of 120) from the Academic session 2015-16.

The scheme and syllabi of the above mentioned programmes were placed for discussion (as Agenda Items D-5-1 and D-6-1) and noted by the Council.

10AC (C-9) Report on Ongoing Research Projects

The **Council noted** the detailed report on ongoing Research Projects at MUJ and **further suggested** to report the same to the next meeting of Board of Management.

10AC (C-10) Academic Collaborations

Details of several Academic Collaborations with Foreign and National Universities were **noted and ratified by the Council**.

10AC (C-11) Academic Spaces

Details about new Academic Spaces including total number of classrooms and laboratories being made available in the new Academic Block, were placed before the Council.

The Council noted the same.

10AC (C-12) Introduction of DoT System for Maintaining Students' Discipline

The Council was informed about the introduction of DoT system for maintaining Students' Discipline and salient features of DoT were placed before the Council.

The same was noted by the Council. The Council further suggested that before taking a decision on the case of indiscipline by a student, his / her academic performance be considered and if required, the concerned student(s) be counseled.

10AC (C-13) Increased intake in Existing Programmes

The matter regarding increased intake of B Tech Civil Engineering from the Academic Session 2015-16 was placed before the Council. **The Council noted the same.**

10AC (C-14) Online B Tech Counselling Process

The features of Online B Tech Counselling Process being jointly adopted with other Group Institutions from the Academic Session 2015-16, were reported to the Council. **The Council noted the same.**

10A (C-15) Academic Verification of Degrees

The process of online academic verification of the Degrees awarded to the students was placed for information of the Council. This has been initiated in addition to various existing security features taken by the University. It will be operational by July, 2015.

10AC (C-16) Implementation of CBCS / CFSD- in Academic Curriculum in Line with UGC Guidelines

Implementation of CBCS (Choice Based Credit System) in all the programmes at UG and PG level by the University was **noted by the Council**. The **Council was also informed** about the initiatives being taken for credit exchange among the group institutions.

10AC (D) ITEMS FOR DISCUSSION AND DECISION

10AC (D-1) UNIVERSITY AGENDA

10AC (D-1-1) Late Submission Fee of UG & PG Final Year Project / Dissertations:

Implementation of the proposal to charge a fee of Rs 5000/- per semester as late submission fee of final year projects / dissertations (UG & PG) was placed before the Council.

However late submission will not be permitted beyond one month of announced last date of the submission.

Same was noted by the Council.

10AC (D-1-2) Change of Course Code of Research Methodology of M Tech Programme:

The proposed common course code i.e. ED2101 for all Research Methodology courses in different M Tech Programmes **was approved by the Council**.

10AC (D-1-3) Computation of CGPA from (S) GPAs:

The proposal of computation of CGPA for those students (who join MUJ through lateral admission or through transfer from other Universities / Institutions) on basis of S (GPA) of only those semesters during which students study / studied at MUJ was approved by the Council. The Council further agreed that more deliberations are required for framing the common regulations for all programme in this regard and suggested that students must have spent a minimum of two academic years at MUJ, to be eligible for award of MUJ degree.

10AC (D-1-4) **Faculty Recruitment for Next Academic Session:**

Taking into account the increased intake and launching of new programs, the proposal of recruitment of around 107 new faculty members was **approved by the Council**. The Council also emphasized to consider Teaching Assistants against the likely faculty requirements.

10AC (D-1-5) **UGC Guidelines for the Integrated Programmes:**

This matter was deferred by the Council as it requires more clarity in terms of regulations. The Council also suggested that the matter be placed before the Board of Management of the University for Information and necessary directions.

10AC (D-1-6) **Academic Process with Emphasis on Withdrawal Policy:**

A Standard Operating Procedure regarding withdrawal of students before completion of the programme, was placed before the Council and **the same was approved**. In case of renewal of registration, the rules as applicable at the time of fresh registration be followed.

10AC (D-1-7 **Printing Photographs of Students on Mark Sheets:**

Keeping in view the UGC letter No.9-1/2004 (CPP-II) dated October 2014 and security features adopted by the University in the final degree certificate, the proposal to print the student's photograph on the final transcript, was approved by the Council.
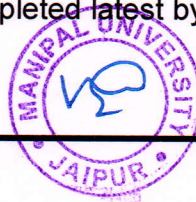
10AC (D-2) FACULTY OF ENGINEERING

10AC (D-2-1) **Introduction of New Schools under Faculty of Engineering:**

The Council approved the proposal for introduction of new schools namely School of Automobile, Mechatronics & Mechanical (SAMM) and School of Civil and Chemical Engineering (SCCE) under Faculty of Engineering.

10AC (D-2-2) **Review of Existing Scheme & Syllabi of Engineering Programmes:**

In principle approval was given by the Council to revisit the existing schemes and syllabi of Engineering Programmes and attempt to reduce the credits to around 180. The Council further opined that the same be completed latest by June 15, 2015 for all

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programmes under supervision of their respective BoS. The revised scheme and syllabi to be implemented from the next academic session be placed before the next Academic Council for further consideration.

10AC (D-2-3) Scheme & Syllabi of Chemical Engineering:

Due to diversity of the scheme and syllabi of Chemical Engineering Programme with other existing engineering programmes, the Council advised that the scheme and syllabi for Chemical Engineering Programme be placed for consideration in phases. The proposed scheme and syllabi was approved for second year (Academic session 2015-16).

10AC (D-2-4) Scheme & Syllabi of M Tech AI & Robotics:

The proposed scheme & syllabi of M Tech (AI & Robotics) programme was approved by the Council.

10AC (D-2-5) Change in parent Department for M Tech (CNIS) Programme:

The Council approved the proposal of changing the parent Department for M Tech in Computer Networks and Information Security (CNIS) programme. It was decided that from the Academic

Session 2015-16, M Tech (CNIS) Programme be offered by the Department of IT and M Tech (CSE) and M Tech (AI and Robotics) be offered by the Department of CSE.
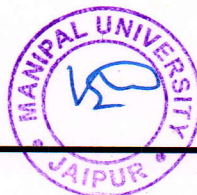
10AC (D-3) FACULTY OF SCIENCE

10AC (D-3-1) Course Structure, Syllabi and Examination Scheme of the B.Sc. (Hons) Programmes:

The proposed course structure, syllabi and examination scheme of B Sc (Hons) programme of Biotechnology, Chemistry, Mathematics, Physics, Statistics and Psychology were approved by the Council.

10AC (D-3-2) Syllabi of Optional Specialization for B Sc Programme:

The proposal to include Statistics and Computer Science as optional specializations for B Sc Programme was approved by the Council.

10AC (D-4) FACULTY OF MANAGEMENT

10AC (D-4-1) Introduction of "Entrepreneurship" as a Specialization in MBA II Year:

The proposal was approved by the Council. It was further suggested to consider the inclusion of courses related to law education as programme electives and also to fix the minimum number of students for offering such courses.

10AC (D-4-2) Introduction of Open Electives for UG Programmes by School of Business & Commerce (SBC):

The detailed syllabi of the open elective courses namely- **'Social Entrepreneurship' (CM 1493)** and **'Business Ethics & Corporate Governance' (CM 1492),** offered by SBC, were **approved** by the Council.

10AC (D-4-3) Revised Syllabi of Open Elective Courses Offered by School of Business & Commerce:

Revised syllabi of the open elective courses namely- 'Basics of Accounting' (CM 1490) and 'Basics of Financial Markets' (CM 1491) offered by SBC, were approved by the Council.

10AC (D-4-4) Introduction of Specializations in BBA Final Year:

The proposal of introduction of two specializations viz. Banking and Information Technology in BBA 5th and 6th Semester/s was approved by the Council, with a total of 18 credits for each.

10AC (D-5) FACULTY OF ARTS & LAW

10AC (D-5-1) Scheme & Syllabi of LLB Three Years Programme:

The proposed scheme and syllabi of the three year LLB Programme was approved by the Council.

10AC (D-5-2) Scheme and Syllabi of 2nd and 3rd Years of B.A. (Hons) Psychology:

The proposed scheme and syllabi of 2nd and 3rd years of BA (Hons) Psychology was approved by the Council.

10AC (D-6) FACULTY OF DESIGN

10AC (D-6-1) Scheme & Syllabi of BSc Interior Design:

The proposed Scheme & Syllabi of B Sc (Interior Design) Programme was approved by the Council.

10AC (E) ANY OTHER MATTER WITH THE PERMISSION OF THE CHAIR

10AC (E- 1) FACULTY OF ARTS & LAW

10AC (E- 1-a) Proposal for offering of Audit Course:

Considering students' demand and importance of foreign language in academic curriculum, the Council approved that Department of Law would offer French Language as Open Elective Course. The Council also suggested that the course on German Language be offered as a Certificate / Audit Course by Department of English.

10AC (E- 1-b) BA (H) Psychology:

To maintain cohesion between B Sc (H) Psychology and BA (H) Psychology Programme, the proposed change in the scheme of BA (H) Psychology was approved the Council. The revised scheme will be applicable from the Academic Session 2015-16.

10AC (E- 2) FACULTY OF SCIENCE

10AC (E- 2-a) Revised scheme of BSc (Gen) Programme:

The revised scheme for B Sc (Gen) Programme was approved by the Council. The approved scheme applicable from the Academic Session 2015-16 is as under:

Approved Scheme

Course	To be offered in
Mathematical Physics (PY1311)	Third Semester
Quantum Mechanics (PY1412)	Fourth semester
Solid state Physics (PY1512)	Fifth Semester

10AC (E- 2-b) Scheme & Syllabi of B.Sc. Geology Programme:

The proposed scheme and syllabi for B Sc Geology programme was approved by the Council.

10AC (E- 2-c) M Sc Biotech by Research:

The proposed syllabus of M Sc Biotech by Research was approved by the Council. It was suggested that at least one paper publication be made mandatory as partial fulfillment of completion of this programme. Suitable amendments be made to include this requirement in the scheme.

The possibility of inclusion of any Biosciences related course/s in the B Tech Programme was also discussed and Dean FoS and Dean FoE were requested to explore it further.

10 AC (E- 2-d) Setting up of Academic Industrial Research Center:

The initiative taken by the University to set up an Academic Industrial Research Center with joint venture of Zodiac Pharma Company was noted and appreciated by the Council.

10AC (E) UNIVERSITY AGENDA

10 AC (E-1) Increase in Intake of Some existing Programmes:

BoM Approval on the proposal of increased intake in B Com Programme from 60 to 120 from the Academic Session 2015-16 was noted by the Council.

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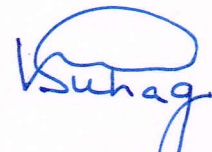10th ACADEMIC COUNCIL MEETING
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10 AC (E-2) Scholarships:

A detailed report of various scholarships available for different programmes across the University was noted by the Council.

10 AC (E-3) Introduction of Data Structures and Algorithms as Audit Course for B Tech (Electronics and Communication Engineering) Programme:

Considering students' requirement and market demand, the proposal of introduction of the course namely 'Data Structures and Algorithms' for B Tech (Electronics and Communication Engineering) Programme was approved by the Council. It was suggested that the course should be offered by the Department of Computer Science & Engineering as an Audit or Certificate course or Open Elective.

There being no other agenda, the meeting ended with a vote of thanks to the Chair.

Registrar MUJ