Venue: 3rd Floor Board Room, Administrative Building

Chairperson: Prof Sandeep Sancheti - President, MUJ

Members present:

Prof Kumkum Garg, Pro-President & Dean FoE

Prof N K Garg, Dean FoD

Prof M Srivastava, Dean FoA&L

Dr Raj Sharma, Professor Emeritus

Prof Awdhesh Kumar, Dean – Faculty Affairs

Prof Raghuvir Singh, Director TSB

Prof S N Sharan, Director SEEC

Prof Rajesh Mathur, Director SCCE

Prof G C Tikkiwal, Director SBS

Prof S Sadri, Director SBC

Prof N N Sharma, Director SAMM

Prof R S Shekhawat, Director SCIT

Prof Ravi Chaturvedi, Director SJMC

Prof M L Vadera, Department of B&C

Prof M Yadav, Head SA&D

Prof B P Singh, HoD ECE

Dr L Ledwani, Professor, Department of Chemistry

Prof A Kumar, HoD Mechatronics Engineering

Ms Avani Agarwal, B Tech ECE 4th Year - Student Representative

Ex Officio Secretary: Prof V Suhag, Registrar MUJ

Permanent Invitee: Dr D Nagaraju, I/C CoE

Other Invitees:

Prof R A Dubey, Dept of Mechanical Engineering

Prof R Arora, Director Admissions & HoD English

Prof R Solanki, HoD Automobile Engineering

Prof R K Pareek, Dept of Civil Engineering

Prof R Bhatnagar, HoD CSE

Prof D P Sharma. HoD IT

Prof P K Pandey, HoD Planning & Design

Dr V L Sharma, HoD SoL

Dr B Malik, HoD Chemistry

Dr S K Jain, HoD Physics

Dr M M Sharma, HoD Biosciences

Mr A Dutta, HoD Hotel Management

Dr K K Gaur, HoD Economics

Mr AD Vyas, HoD Civil Engineering

Dr A Pandey, HoD Mechanical Engineering

Prof S K Jhajharia, HoD EEE

Dr S Sarabhai, HoD Management

Dr S Joshi, HoD Mathematics & Statistics

Dr R K Rawat, HoD J&MC

Prof T K Jain, HoD B&C

Dr P Sharma, HoD. Design

Dr G Tankha, Dept of Psychology

Dr. N Singhal, Head T&P

Mr A D Ozarkar, HoD Applied Arts

Dr T Chakraborty, Deputy Registrar

Dr S Jain, Dept of Mathematics & Statistics

Dr T Shivnani, Dept of Commerce

Dr C Anirvinna, Dept of Management

Mr H Agarwal, SHSS

Dr R Dayal, Dept of Mechanical Engineering

Mr M Srivastava, Dept of Hotel Management

Dr K Sharma, Ph D Coordinator

The Council granted leave of absence to the following:

Prof (Dr) S K Kak, VC, JUIT University

Prof B K Sharma, Dean FoS and R&I

The President, welcomed all new members to the Academic Council of MUJ and thanked all the outgoing members for their outstanding contribution as members.

The Council was informed that for being the pioneer institute in India's digital transformation, MUJ has been awarded the "Smart Campus Award", as part of Digitizing India Awards, an initiative of NDTV-CISCO. The award was presented on July 17, 2015 by Shri Ravi Shankar Prasad, Hon'ble Union Minister for Communications and Information Technology, Government of India, at a glittering function in New Delhi. The Chairman and members present expressed their sincere thanks and gratitude to the Group Leadership for their foresight, vision and directions for enabling the University to win such a prestigious award within a short duration of its establishment.

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

11AC (A) Confirmation of the Minutes of the 10th Meeting Held on February 12, 2015:

There being no comments, the Minutes of the 10th Academic Council Meeting were confirmed.

11AC (B) Report Regarding the Actions Taken on the Minutes of 10th Meeting:

The Council noted the action taken on the decisions of the 10th Meeting.

11AC (C) REPORTING AND RATIFICATION ITEMS

11AC (C-1) Change in Composition of the Academic Council:

As some members of the Council have left and a few have joined since the 10th Academic Council Meeting, the Council has been reconstituted as under:

1. Prof Sandeep Sancheti, President MUJ   -   Chairperson
2. Prof Shiban Kishen Kak, VC JUIT   -   External Member
3. Prof K Garg, Pro-President & Dean FoE   -   Member
4. Prof N K Garg, Dean FoD   -   Member
5. Prof B K Sharma, Dean FoS and R&I   -   Member
6. Prof M Srivastava, Dean FoA&L   -   Member
7. Dr Awdhesh Kumar, Dean-Faculty Affairs   -   Member
8. Prof R Singh, Director TSB   -   Member

9. Prof S N Sharan, Director SEEC	-	Member
10. Prof R Mathur, Director SCCE	-	Member
11. Prof G C Tikkiwal, Director SBS	-	Member
12. Prof S Sadri, Director SBC	-	Member
13. Prof N N Sharma, Director SAMM	-	Member
14. Prof R S Shekhawat, Director SCIT	-	Member
15. Prof. Ravi Chaturvedi, Director SJMC	-	Member
16. Prof A Kumar, HoD Mechatronics Engineering	-	Member
17. Prof B P Singh, HoD ECE	-	Member
18. Prof M L Vadera, Dept of Business & Commerce	-	Member
19. Prof M Yadav, Head SA&D	-	Member
20. Prof L Ledwani, Dept of Chemistry	-	Member
21. Prof V Suhag, Registrar	-	Ex Officio Secretary
22. I/C CoE	-	Permanent Invitee
23. Ms Avani Agarwal	-	Student Representative

The Council noted the same.

11AC (C-2) **Appointment of Dean Affairs / Professors / Directors:**

a. Prof Awdhesh Kumar has joined as Dean – Faculty Affairs

b. Prof R S Shekhawat has joined as Director School of Computing & Information Technology (SCIT).

c. Prof. Ravi Chaturvedi has joined as Director School of Journalism & Mass Communication (SJMC)

d. Dr R K Pareek, Mr Rajesh Solanki and Dr M L Vadera have joined as Professors in Department of Civil Engineering, Automobile Engineering and Department of Business & Commerce, respectively.

The Council noted the same.

11AC (C-3)   Even Semester Examination Result:

Result of the End Term Examination of even semester, conducted during May 2015, was reported to the Council. The Council ratified the same and suggested that more than 15% failure of any course to be brought to the notice of CoE and other authorities through an explanatory note in advance.

11AC (C-4)   Ph. D Entrance Exam:

Details of Ph D Entrance examination held on June 06, 2015 were noted by the Council. The Council suggested that full time Ph D scholars should be preferred over part time scholars. Faculty members with Ph D Degree were advised to have at least one / two Ph D student/s under his / her supervision at any time.

11AC (C-5)   Submission of Pre-synopsis of Ph D Dissertation:

The Council noted the submission of Pre-synopsis of Ph D dissertation in respect to Ms Sunistha Dhaka, Research Scholar from Department of Management and Ms Alka Choudhury, Research Scholar from Department of CSE.

11AC (C-6)   Introduction of New Programmes:

Commencement of three years LLB Course with an intake of 120 students for two academic batches i.e. for years (2015-16 & 2016-17) was reported to the Council. The Council noted the same.

11AC (C-7)   Report on Ongoing Research Projects:

Award of seed grant for the research project titled **'Structure-Based Identification of Abrin Inhibitors'** by Dr Ashima Bagaria, Department of Physics, was reported the Council.

The same was noted by the Council.

11AC (C-8) Academic Calendar (Odd Semester):

Academic Calendar for Odd Semester (2015-16) was placed. The same was noted and ratified by the Council. It was further advised that the Academic calendar for MBA programme be issued separately. The Council advised Director TSB to prepare the Academic Calendar of MBA programme and place the same before the Chairperson of Academic Council for consideration of approval.

11AC (C-9) Chairperson's Gold Medal Award:

The selection process for the Chairperson's Gold Medal was placed before the Council. Since the Second convocation of MUJ will be organized during the month of September 2015, the Chairperson's Gold Medal will be awarded in the convocation.
It was noted by the Council.

11AC (C-10) Safety of Students in Higher Education Institutes:

The measures taken for compliance of the guidelines of University Grant Commission (UGC) pertaining to the Safety of Students in Higher Education Institutes, were reported to the Council. The Council noted and further suggested that all the relevant information in this regard be circulated among all concerned.

11AC (C-11) All India Survey of Higher Education (AISHE):

The data pertaining to All India Survey on Higher Education (AISHE) for the academic year 2013-14 was uploaded by the University on the web portal. The Council noted the same.

11AC (C-12) Academic Collaboration with Foreign Institutions:

Academic Collaborations with Otago Polotechnic, Dunedin, New Zealand and School of Management and Engineering Vaud/HEIG-VD, Yverdon- les-Bains, Switzerland were noted and ratified by the Council.

11AC (C-13) Inter Institutional Support by Teachers of Excellence in Manipal Education System:

The establishment of one virtual classroom at all Group Universities was decided by MESVCC during its 9th meeting. This will facilitate Inter Institutional Support by Teachers of Excellence in Manipal Education System and broadcast the lectures delivered by eminent faculty to all other Group Universities.

Initiative for the same has already been taken up at the group level with joint venture of CISCO. The same was noted by the Council.

11AC (C-14) Ordinances of Manipal University Jaipur:

The Ordinances of the University, as approved by the State Government of Rajasthan under Section 30 (4) of Manipal University Jaipur Act of 2011, were placed before the Council. The same were noted by the Council.

11AC (C-15) Labs / Workshops for B Des (Jewellery Design) Programme:

To facilitate the training and on the job experience for students of B Des (Jewellery Design) programme, Team of MUJ visited the advance lab / workshop facility of Indian Institute of Gems and Jewellery Jaipur (IIGJJ). It was decided to approve the use their facilities on case to case basis. The same was noted by the Council.

11AC (C-16) Increased internet Bandwidth:

Increase in internet bandwidth by another 10 mbps to cater the additional requirement for faculty / staff, was reported to the Council. The same was noted and ratified by the Council.

11AC (C-17) Skill Development Courses:

To introduce skill development courses in the Academic Curriculum of the University, a Memorandum of Understanding (MoU), was signed between National Skill Development Corporation (NSDC), Delhi and Manipal University Jaipur. The same was noted by the Council.

MANIPAL
UNIVERSITY
JAIPUR

MINUTES
11th ACADEMIC COUNCIL MEETING
15 & 20 July, 2015

11AC (C-18) **Discontinuation of Undersubscribed programmes:**

From previous years' experience it is seen that many of the M Tech programmes, advertised earlier, did not attract quality students. Also, lack of GATE scholarship adds to the poor quality intake. Consequently, their performance and placements have not been good. It was therefore recommended that some of the programmes may not be offered for the next two years. Accordingly, the following M Tech programmes were approved for discontinuation for a period of two years with effect from the academic year 2015-16:

a. Artificial Intelligence and Robotics

b. Computer Networks and Information Security

c. Industrial Mathematics

d. Micro Electronics

e. Power Electronics and Systems

f. Computer Aided Analysis & Design

The Council ratified the same.

11AC (D-1) UNIVERSITY AGENDA

11AC (D-1) **Increased Intake in BHM / BBA Programmes:**

The increased intake of BHM and BBA programmes was approved by the Council as under:

BHM   -   from 30 to 50

BBA   -   From 120 to 180

This will be effective from Academic Session 2015-16.

11AC (D-2) **Supernumerary Quota Seat for the Students of J &K:**

In compliance with the new guidelines of the Ministry of Human Resource Development (MHRD), 02 supernumerary quota seats were approved by the council for the students of J &K seeking admission. Director Admission was requested to initiate the process of publication of advertisement in J & K region separately.

11AC (D-3) Lateral / Transfer Entry Admissions to B. Tech Programme:

The terms and conditions pertaining to the Lateral / Transfer entry admission to B Tech Programmes were placed before the Council and the following were approved:

i) Students having up to 2 backlogs (F / DT grade) from any other institute will be eligible for lateral entry admission in MUJ.

ii) The above condition can be relaxed for the students belonging to group institutions / institutes of academic excellence.

This will be considered on case to case basis with prior approval of the President MUJ.

iii) Any 1st Year course that the student has not studied, will have to be cleared / passed by the student as an Audit course.

iv) GPA of 1st year will not be added towards CGPA of subsequent years/ semesters.

11AC (D-4) Scholarships & Seat Reservation for Local Region Students Enrolled in PG Programs (MBA & M. Tech):

The proposal of offering scholarship & seat reservation for local / regional students from nearby villages of **Dehmi Kalan, Thikaria and Sanjharia** in PG Programs (MBA & M. Tech) was approved by the Council as under:

i. Reservation of 02 seats in each programme will be made on the basis of merit.

ii. Scholarship amounting to 25% of the annual programme fee will be granted. To continue to avail the scholarships, a student must maintain CGPA of 7.0 or above, failing which the scholarship for the subsequent year/s will be withdrawn.

iii. 5% relaxation be offered on minimum eligibility percentage at the entry level of any programme.

The Council advised that the above proposal be placed before the Finance Committee and Board of Management for ratification.

11AC (D-5) Scholarships for Lateral Entry (Diploma) / Transfer Cases:

The proposal of Scholarships for Lateral Entry (Diploma) / Transfer Cases for B Tech and Non B Tech programmes was approved by the Council. The Council suggested the matter be placed before the Finance Committee and Board of Management for ratification.

Scholarships will be offered to meritorious students who take admission under Lateral Entry (Diploma) / Transfer category as per the criterion given below:

a. One scholarship in each stream / programme, amounting to 10% of the annual programme fee, to be granted on the basis of merit, provided a student scores more than 60% and above of the aggregate marks or CGPA 6.0 and above, without any backlog.

b. To continue the award of scholarship, a student should maintain a CGPA of 6.0 and above, failing which, the scholarship for the subsequent years will be withdrawn.

11AC (D-6) Credit Exchange among Group Institutions:

Keeping in view students' willingness towards exchange programme among group institutions, the modus operandi as placed below was approved by the Council.

a. "The overall credits allowed for exchange be limited to 6, with a maximum of two courses (Theory / Laboratory)".

b. Courses of parent institution with similar content, will be counted for grant of exemption as well as transfer of credit.

c. Courses, not matching with courses of parent institutions will be counted as Audit Courses in the mark sheet.

d. Prior permission from the both concerned institutions and regular / continuous teaching mode will be a prerequisite for such exchange programmes.

In addition, the Council suggested the following:

➢ Transfer grade should be reflected as 'T' in the Marks Sheet / Transcripts

➢ Transfer may be initiated initially amongst other intuitions with which MoUs have already been signed.

11AC (D-7) Recognition of Credit / Marks for Academic Electives Specified by the Central Board of Education (CBSE) in Universities

UGC's directives of recognition of Credit / Marks for Academic Electives specified by the Central Board of Secondary Education (CBSE) in Universities while admitting the students was approved by the Council.

11AC (D-8) Admission for 2016 Batch: Non-engineering programmes

Considering overwhelming response for admissions in B Arch, BA LL B, BA (J&MC), B Com & BBA programmes, the Council approved that from 2016 batch entrance examinations may be conducted for certain programmes. The Council further suggested that the merit list / entrance examinations may be considered for M Tech programmes also.

11AC (D-9) Recognition of Credits for Academic Electives among Group Institutions

The proposal of conducting short term courses during summer vacation for the students of the group institution / universities was approved by the Council.

Each such course will only be conducted for a minimum strength of 10 students. The duration of the course will be one month with minimum 40-45 the total counseling hours

The Council suggested that courses so offered should be generic in nature.

11AC (D-2) FACULTY OF ENGINEERING

11AC (D-2-1) Revamping of Structure and Syllabi of B Tech Programme

As decided in Academic Council in its 10th meeting, the entire scheme and syllabi of B Tech programme was revamped and the credits for completion of the programme were reduced to around 174. The proposed structure and syllabi for B Tech first year programme was approved by the Council.

The Council emphasized that self-learning among the students be promoted through this new scheme.

11AC (D-2-2) **Revised Course Structure and Syllabi of Second Year B Tech Chemical Engineering Programme**

The revised Course Structure and Syllabi of Second Year B Tech Chemical Engineering Programme was approved by the Council.

11AC (D-2-3) **Introduction of New Course and Revision of Scheme and Syllabi of B Tech, Mechanical Engineering Programme**

Already approved as a part of B Tech first year curriculum in agenda item 11 AC (D-2-1).

11AC (D-3) FACULTY OF MANAGEMENT

11AC (D-3-1) **Restructuring of MBA Curriculum from 2015-16**

The Council approved the revised structure of MBA curriculum and suggested that nomenclature of 'TQM & Six Sigma' in fifth trimester be changed to 'Lean Six Sigma'. It was further suggested that credits allotted for dissertation in the sixth trimester be reduced by two and the same be adjusted in the dissertation of fifth trimester.

11AC (D-3-2) **BHM 3 year's Programme from 2015 -16**

The proposal was withdrawn.

11AC (D-3-3) **Proposal to Change the Nomenclature of the Hotel Management Programme from BHMCT to BHM for Batch 2014-18 (Retrospective)**

The proposal was dropped by the Council.

11AC (D-3-4) **Proposal to Reduce the Credit of BHM Batch 2014-18 and BHM Batch 2013-17 from 200 to 190**

The proposal was dropped by the Council.

11AC (D-3-5) Revised Scheme & Syllabi BHM Batch 2014-18 and BHM Batch 2013-17

The proposal were not considered by the Council in view of the decisions on agenda items 11AC (D-3-3) and 11AC (D-3-4).

11AC (D-3-6) Revised Scheme and Syllabi of BHM Batch 2014-18 to be Offered to BHM Batch 2015-19

The revised scheme and syllabi of BHM batch 2014-18 to be offered to BHM batch 2015-19 were approved by the Council

11AC (D-3-7) Revision of Scheme and Syllabi of BBA Programme

The revised scheme and syllabi of BBA Programme were approved by the Council.

11AC (D-3-8) Revision of Syllabi of B.Com Programme:

The revised syllabi of B Com Programme were approved by the Council.

1AC (D-3-9) Introduction of New Programmes:

In principle approval for introduction of two new programmers, namely B Com (Hons.) and MFC (Master of Finance & Control) was accorded by the Council. The programmes will commence from academic session 2016-17.

The Council further suggested the matter be placed before the Board of Management, in its next meeting.

11AC (D-4) FACULTY OF DESIGN

11AC (D-4-1) Revised Structure and Syllabi of B. Arch:

Revised structure and syllabi of B Arch programme were approved by the Council. It will be implemented from 2015-16. The Council suggested that a course on GIS and Remote Sensing be included.

11AC (D-5) FACULTY OF ARTS & LAW

11AC (D-5-1) Scheme and Syllabi of BA, LL.B (H) III and IV Semesters:

Scheme and syllabi of BA LLB (H) III and IV semester were approved by the Council. The Council suggested that BBA LLB programme may be started from 2016-17 batch onwards. Sociology course may also be incorporated in BA LLB Programme from forth coming II year Batch.

1AC (D-5-2) Scheme & Syllabi of LL.M Criminal & Security Law (One Year Programme):

Scheme and Syllabi of LL.M (Corporate and Business Law & Criminal and Security Law) Programme were approved by the Council.

11AC (D-5-3) Revision of Syllabi for BA (J&MC):

The revised syllabi of BA Journalism & Mass Communication were approved by the Council.

11AC (D-5-4) Syllabi for MA (J&MC):

Syllabi of MA Journalism & Mass Communication were approved by the Council. It will be implemented from 2015-16.

11AC (D-5-5) Syllabus for Certificate Course in Acting (one year duration):

Syllabus for Certificate Course in Acting (One Year duration) was approved by the Council. This course will commence from Academic Session 2015-16.

11AC (D-5-6) Syllabi for BA (Hons) Economics Programme for III & IV Semester:

Syllabi of BA (Economics Hons) Programme for III & IV Semester was approved by the Council.

11AC (D-5-7) Approval of B A Hons Syllabi (III Semester to VI Semester):

Syllabi of BA English (Hons) Programme from Semester III to Semester VI was approved by the Council.

11AC (D-5-8) **Approval of Revised Syllabus of B. Tech. Communication Skills in English (EN1111):**

Already approved as part of B Tech first year curriculum (D-2-1).

11AC (D-5-9) **Newly Introduced Syllabi of Spoken English in BBA III Semester & The Art of Communication in BBA IV Semester:**

Already approved as part of BBA programme (D-3-1).

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

11AC (E-1) **Eligibility for Admission in BBA:**

The revised eligibility criteria for admission to BBA and B Com courses was approved by the Council is as under:

a. Students who have passed +2 examination from any background will be eligible to take admission in BBA and B Com courses.

b. Students with minimum 50% marks only will qualify for the admission.

11AC (E-2) **Certificate and Open Elective Course in German language:**

The proposal to offer German language as certificate and open elective course was approved by the Council. The Council suggested that the open elective course be offered to all undergraduate students in IV or VI semesters.

11AC (E-3) **Policy for Student Representative in Academic Council:**

The policy for selecting the student representative of Academic Council was approved by the Council. The same is appended below:

a. The representation is limited to two students.

b. The students' representative will be from the final year of any Programme.

c. Excellence in academic performance (CGPA) will be given preference.

d. One student will be from Faculty of Engineering (B Tech), and another one from any Faculty either UG or PG based on higher CGPA.

11AC (E-4) Revision of Scheme & Syllabi of B Tech Automobile Engineering:

Revised scheme and syllabi of B Tech Automobile Engineering programme were approved by the Council.

11AC (E-5) Restructuring of Syllabi for Practical Courses:

The proposal to increase the number of laboratory based experiments was approved by the Council. It was decided that students should perform minimum of fourteen experiments in a semester.

11AC (E-6) Industrial Component in Academic Curriculum:

The proposal to include an Industrial component in academic curriculum was approved by the Council with following suggestions:

a. Industrial component should be incorporated in minimum of two courses.
b. Industry expert be invited for delivering lectures on Industrial component relevant to the Programme.
c. 10% of the classes (3-4 hours) will be assigned to Industry experts.

11AC (E-7) Self Learning:

The Council suggested that self-learning among the students be promoted and a slot of one hour per day (total 5 hours in a week) be earmarked in the time table of each faculty for Self-learning.

11AC (E-8) Syllabus of course on Elements of Bio Science and Bio Technology:

The syllabus of 'Elements of Bio Science and Bio Technology' was approved by the Council. It was further suggested that this course will be offered as an Open Elective for UG Students from Academic Session 2015-16.

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

Registrar MUJ