

**Venue:** 3<sup>rd</sup> Floor Board Room, Administrative Building

**Chairperson:** Prof Sandeep Sancheti – President MUJ

**Members present:**

Prof (Dr) Shibam 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 V S Kulhar, Head SBS

Prof P N Sharma, Dept of Civil Engineering

Prof S K Jhahharia, HoD E&E Engineering

Prof M Yadav, HoD Architecture

Mr Akshay Saraswat, B Tech ECE 4th Year (Students' Representative)

Mr Chatanya Singh, MCA 3rd Year (Students' Representative)

**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 A Kumar, In-charge Academics & HoD Mechatronics

Prof D P Sharma. HoD IT

Prof K Sharma, HoD Civil Engineering

Prof B P Singh, HoD E&C Engineering

Dr V N Tiwari, Professor, E&C Engineering

Dr L Ledwani, Professor, Chemistry

Dr N Singhal, Head T&P



Dr S Munjal, HoD TSB  
Dr S Jain, HoD Mathematics  
Dr T Shivnani, HoD Business & Commerce  
Mr A Dutta, HoD Hotel Management  
Dr M Jhala, HoD Fashion Design  
Dr B Malik, HoD Chemistry  
Dr K K Gaur, HoD Economics  
Dr S K Jain, HoD Physics  
Dr M M Sharma, HoD Biosciences  
Mr PK Pandey, HoD Planning & Design  
Mr A D Ozarkar, Course Coordinator Dept of Applied Arts  
Dr G Tankha, Dept of Psychology

**Prof R Dubey, HoD Mechanical Engineering, was granted leave of absence**

The President welcomed Prof Shiban Kishen Kak (External Member) and all the new internal members to the meeting. After confirming the quorum, the agenda was taken up for discussion.

**9AC (A) Confirmation of the Minutes of the Eight Meeting held on May, 31 2014**

As there were no comments, the Minutes of the 8<sup>th</sup> Academic Council Meeting were confirmed.

**9AC (B) Report about the action taken on the Minutes of Eight meeting**

The action taken report on the decision of 8<sup>th</sup> AC Meeting was noted & confirmed.

**9AC (C) REPORTING AND RATIFICATION ITEMS**

**a. Change of External Member of the Academic Council**

Prof (Dr) Shiban Kishen Kak, VC, JUIT University joined as a new External Member. The same was noted and ratified. The Council appreciated the support of outgoing external member Prof Vasudha Kamat, VC, SNDT Women's University, Mumbai on completion of her tenure of 3 years and thanked for her valuable contributions.



### b. Change in the Composition of the Academic Council Members

Prof S N Sharan (Director SEEC), Prof R Mathur (Director SET) & Prof G C Tikkiwal (Director SBS) joined as new members of the Academic Council. Mr A Saraswat, B Tech ECE 4th Year and Mr C Singh, MCA 3rd Year, joined as first student members of the Academic Council. The council granted leave of absence to Prof D C Agrawal in his lien period from the University.

The new composition of the AC is as follows:

- |        |  |   |                      |
|--------|--|---|----------------------|
| i.     | Prof Sandeep Sancheti, President, MUJ            | - | Chairperson          |
| ii.    | Prof (Dr) Shiban Kishen Kak, VC, JUIT University | - | External Member      |
| iii.   | Prof K Garg, Dean FoE                            | - | Member               |
| iv.    | Prof N K Garg, Dean FoD                          | - | Member               |
| v.     | Prof B K Sharma, Dean FoS                        | - | Member               |
| vi.    | Prof M Srivastava, Dean FoA&L                    | - | Member               |
| vii.   | Prof R Singh, Director TSB                       | - | Member               |
| viii.  | Prof S N Sharan Director SEEC                    | - | Member               |
| ix.    | Prof R Mathur, Director SET                      | - | Member               |
| x.     | Prof G C Tikkiwal, Director SBS                  | - | Member               |
| xi.    | Prof V S Kulhar, Head SBS                        | - | Member               |
| xii.   | Prof P N Sharma, Dept of Civil Engineering       | - | Member               |
| xiii.  | Prof R A Dubey, HoD Mechanical Engineering       | - | Member               |
| xiv.   | Prof S K Jhajharia, HoD EEE Engineering          | - | Member               |
| xv.    | Prof M Yadav, HoD Architecture                   | - | Member               |
| xvi.   | Prof V Suhag- Registrar, MUJ                     | - | Ex Officio Secretary |
| xvii.  | Dr D Nagaraju, CoE I/C                           | - | Permanent Invitee    |
| xviii. | Mr A Saraswat, B Tech ECE 4th Year               | - | Student Member       |
| xix.   | Mr C Singh, MCA 3rd Year                         | - | Student Member       |

### c. Details of Ph D Entrance Examination

Details of Ph D entrance examination were placed before the Council. The Council noted the same.

### d. Conduction of Final Ph D Viva - Voce

Details of conducted viva-voce were placed before the Council. The Council noted the same.



**e. Admission Updates**

The Admission status for the Batch 2014-15 was presented to the Council. It was noted and ratified by the members.

It was also decided to meet a target of 2000 intake in the academic year of 2015-16.

**f. Report on Even Semester Result**

Overall pass percentage and recalculation / moderation of some of courses of End Term Examinations of May 2014 were reported.

For further improvement of evaluation process, the following points were suggested during the meeting:-

- i) All students should see their answer scripts after evaluation.
- ii) A feedback may be taken from the students about the level of question papers and overall evaluation of a particular course.
- iii) This feedback may be taken every day after the end semester examinations for the respective courses.

All the above mentioned points were noted and approved by the Council.

**g. Award of Provisional Degree**

The Council approved to award the provisional degree only on need basis, after getting approval from the Chairperson of the Academic Council.

**h. Award of Final Degree Certificate to the Graduates**

The detailed list of 120 students including 118 post-graduates and two Ph Ds, who have completed their studies under various programmes during the academic year 2013-14, was placed before the Council.

The Council approved to award the degrees to these students in the forthcoming convocation and recommended the same to be placed before the BoM for further consideration.

**i. Academic Collaboration with Foreign Universities**

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

**j. Commencement of 1 year LLM Programme from Academic year 2014-15**

Commencement of 1 year LLM programme was ratified by the Council.



## 9AC (D) ITEMS FOR DISCUSSION AND DECISION

### (D-1) UNIVERSITY AGENDA

#### a. Issuing of Grade Cards after Make-Up Examination

The Council approved the proposal with a provision that the Grade Card should be issued only once a year after the summer semester examination.

#### b. Issue of Duplicate Certificates & Transcripts

The proposal was approved by the Council with following amendments:

- i. Duplicate Mark sheets / Certificates will be issued only on student's request.
- ii. Date of issuing the duplicate Mark sheet / Certificate should be indicated in the format.
- iii. There will be no provision for issuing Duplicate Transcripts.
- iv. Transcripts will be issued only on student's request, provided that the student has completed his / her programme at the University.

All other conditions / changes for issuing such documents would continue as per present practices.

#### c. Conversion of CGPA into Percentage

Keeping in mind the demand of Industries/Academic Institutions, the following Conversion factor was approved by the Council.

$$\text{Percentage} = \text{CGPA} \times 10$$

#### d. Shredding of Answer Sheets

The proposal of shredding of Answer Scripts was approved by the Council. It was clarified that only one year old answer scripts can be shredded before starting of new academic year. It was further mentioned that the same system to be followed every year without bringing the matter for further approvals in the Council.

#### e. Fee for the Migration, Duplicate and Provisional Certificate

The proposed charges were approved by the Council.

It was further added that postal charges may be revised whenever needed.



**f. Declaration of Closure / Zero Session for a few UG & PG Programmes for Academic Session 2014-15**

It was decided that the programmes which could not attract required number of students should be considered for Zero session at present. The Council also suggested all-out efforts should be made to revive all these programmes to get the required intake during the next academic session.

The Council recommended the matter be placed before the Board of Management for information and directions, if any.

**g. Increased Intake for 2015 Batch**

The proposal to increase intake for 2015 Batch of B Tech programme of Civil Engineering from 120 to 180 along with starting of new course on B Tech (Computer & Communications) with a capacity of 120 students was approved.

**(D-2) FACULTY OF ENGINEERING**

**a. Introduction of Programme Elective on "Bridge Engineering" in 7<sup>th</sup> semester of B Tech Programme of Civil Engineering**

The proposal was approved.

**b. Change in scheme of B. Tech (Mechatronics)**

The proposal was approved.

**c. Introduction of Economics in 1<sup>st</sup> Year Scheme of B. Tech Programme**

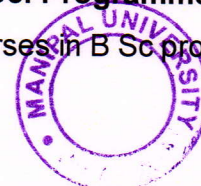
The proposal was not approved by the Council.

It was suggested that the course may be floated as an Open Elective with one or two sections of 60 students each.

**(D-3) FACULTY OF SCIENCE**

**a. Inclusion of Computer Science as One of the Core Courses in B.Sc. Programme**

The proposal for inclusion of Computer Science as one of the core courses in B.Sc. programme was approved.



**b. Offer of two open elective courses by Physics Department**

The proposed syllabi for two courses Introduction to Plasma Physics and Bioinformatics for Engineers to be offered as Open Electives by the Department of Physics were approved.

**c. Proposals from Department of Mathematics**

**i. An Open Elective course on Bio-statistics**

The proposed syllabus for Bio-statics to be offered as open elective by the Department of Mathematics was approved by the Council.

**ii. Renaming of Department of Mathematics**

In view of number of faculty and courses / subjects of statistics domain, the proposal for renaming of the 'Department of Mathematics' to 'Department of Mathematics & Statistics' was recommended by the Council. The same will be placed before the Board of Management for approval.

**iii. Changes in the Course Codes of M Tech & M C A**

Changes in the Course Codes offered in M Tech and MCA programmes by the Department of Mathematics were approved. It was decided that the changes should be made from the next academic year.

**d. Change of Course Code of Environmental Studies in 1<sup>st</sup> year B.Tech Programme**

The change of course code of Environmental Studies from CV1102 to CY1102 in 1<sup>st</sup> Year B Tech programme, was approved. It was suggested that course should be offered by the Department of Chemistry and change of course code should be made effective from the next academic year.

**(D-4) FACULTY OF MANAGEMENT**

**a. Revised Eligibility Criteria at the Entry Level in the UG Programme of School of Hotel Management (SHM)**

A criteria of age limit for the candidates at the entry level (at the time of admission) in UG programme of SHM was approved. The approved criterion is as under:

"The candidate should not be more than 22 years and less than 17 years as on 1st July of their year of admission".



#### **(D-5) FACULTY OF ARTS & LAW**

**a. Scheme & Syllabus for LL.M (one year) Programme**

The proposed Scheme and Syllabus for LL.M (one year) programme was approved.

**b. Modification / Suggestion for Ph. D (Law) & Course Work Programme**

The proposed modification for Ph D (Law) & Course work was approved.

**c. Starting of MA (J&MC) Course.**

In principle approval was granted to start MA (J & MC) course. It was suggested to prepare a detailed programme structure and syllabus of the same for further consideration of the Academic Council.

**d. Starting of D Litt in Journalism and Mass Communication**

The proposal was not approved.

**e. Change of Name of BJMC Degree as BA(J&MC)**

In view of the new guidelines from UGC, the proposal was approved and be effective from the Academic Session 2015-16.

#### **(D-6) FACULTY OF DESIGN**

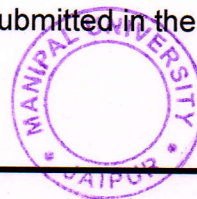
**Reframing of Syllabus Related to Internship of B Arch Programmes**

The Council approved the reframing of syllabus pertaining to Internship of B Arch Programmes.

#### **9AC (E) ANY OTHER MATTER WITH THE PERMISSION OF THE CHAIR**

**a. Proposal for integrated B Tech and MBA Programme**

In principle approval was granted for the proposal. It was suggested that the Faculty of Engineering and Faculty of Management should work jointly for preparing the programme structure. It was suggested that same may be offered to meritorious students currently studying in second year of B Tech Programme. The proposal should be submitted in the next Academic Council for further consideration.





**b. Distribution of internal Marks (50) for BA LLB Programme**

The proposal was approved.

**c. Recommendations of Research Innovation & Promotion Committee(RIPC)**

To support Entrepreneurship / activities in a proper way, the RIPC had recommended setting up the following centers:

- i) Academic Industrial Research Centre
- ii) Entrepreneurship Centre (EC)

The recommendations were approved.

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



  
Registrar MUJ