

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

**Chairperson:** Prof S Sancheti - President, MUJ

**Members Present:**

Prof K 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 & Provost

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, Controller of Examination

Prof Madhura Yadav, Head SA&D

Prof B P Singh, HoD ECE

Dr Lalita Ledwani, Professor, Department of Chemistry

Prof Ajay Kumar, HoD Mechatronics Engineering

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

**Ex Officio Secretary:** Prof V Suhag, Registrar MUJ

**Other Invitees:**

Prof Richa Arora, Director Admissions & HoD English

Prof Rajesh Solanki, HoD Automobile Engineering

Prof R K Pareek, Dept of Civil Engineering

Prof Roheet Bhatnagar, HoD CSE

Prof D P Sharma, HoD IT



Prof P K Pandey, HoD Planning & Design  
Dr B Malik, HoD Chemistry  
Dr S K Jain, HoD Physics  
Dr M M Sharma, HoD Biosciences  
Mr M Srivastava, HoD Hotel Management  
Dr K K Gaur, HoD Economics  
Prof Sharavan Kumar Jhajharia, HoD EEE  
Dr Samar Sarabhai, HoD Management  
Dr Sunil Joshi, HoD Mathematics & Statistics  
Dr Ramesh Kumar Rawat, HoD J&MC  
Prof T K Jain, HoD B&C  
Dr G Tankha, HoD Psychology  
Mr A D Ozarkar, HoD Applied Arts  
Dr Abhishek Sharma, HoD Chemical Engineering  
Prof K J Sharma, Dept of Civil Engineering  
Dr T Chakraborty, Deputy Registrar  
Dr Kalpna Sharma, Coordinator - Ph D Programme  
Dr S Bandyopadhyaya, Dept of Mechanical Engineering  
Dr Radhika M Gupta, School of Humanities & Social Sciences  
Mr Manish Thakural, Dept of EEE  
Mr Saurabh Das, Dept of Civil Engineering

**The Council Granted Leave of Absence to the following -**

Prof (Dr) Shibani Kishen Kak, VC, JUIT University  
Prof B K Sharma, Dean FoS and R&I  
Mr Sachin S Deshpande, Student Representative

The Chairman, Academic Council welcomed all the members to the meeting and on behalf of MUJ fraternity. On the happy occasion of our Chairperson's Birthday, a resolution was passed to convey the heartiest greetings to Dr Ramdas M Pai on his 80th birthday. In this context, the

exemplary contribution of Dr Ramdas M Pai, Chairperson MUJ, in the health care & higher education domains were remembered. All were requested to go through the biography published on him.

Members were informed that an Endowment Fund has been created in the name of Dr Ramdas M Pai and Mrs Vasanthi Pai, by the Manipal Education and Medical Group (MEMG) for Academic Development, Students Scholarships and Employees Welfare for all three Group Institutions i.e. MU, SMU, and MUJ. ₹ 20 Crores have been allotted to MUJ under this scheme.

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

#### **12AC (A) Confirmation of the Minutes of the 11<sup>th</sup> Meeting Held on July 15 & 20, 2015**

As there were no comments, the Minutes of the 11<sup>th</sup> Academic Council Meeting were confirmed.

#### **12AC (B) Report about the Actions Taken on the Minutes of 11<sup>th</sup> Meeting**

The action taken reports on the decisions of the 11<sup>th</sup> AC Meeting were noted and confirmed with amendment in decision of point 11AC (D-3-9) :

The decision for the same is amended as under:

In view of UGC's new guidelines pertaining to the nomenclature of academic degrees, introduction of Master in Finance & Control (MFC) under School of Business & Commerce was withdrawn by the Council.

However the Council recommended that a programme of M Com (Financial Analysis) be offered with intake of 30 from the academic session 2016-17.

#### **12AC (C) REPORTING AND RATIFICATION ITEMS**

##### **12AC (C-1) Appointments of Provost and Controller of Examination:**

The Council noted the appointments of Prof Awdhesh Kumar as Provost and Prof M L Vadera as Controller of Examinations and wished them a successful tenure in their new assignment.



**12AC (C-2) Inclusion of one more Student Representative in the Academic Council:**

The appointment of Mr Sachin S Deshpande, M Tech (CAAD) II Year, as student representative of the Academic Council was noted by the Council.

**12AC (C-3) Updates on Admission:**

The Council noted the student admissions this year and congratulated Director Admissions and her team for their commendable efforts for smooth conduct of admission process and significant number of admissions.

**12AC (C-4) Ph D Programme in Sports & Physical Education:**

The Council noted and ratified the introduction of a Ph D Programme in Sports & Physical Education domain and advised that the programme be started only after complying with the suggestions given by URC in its 10<sup>th</sup> meeting.

The Department of Hotel Management was advised to offer a course on Nutrition and Food Management, which may also be offered as part of course work of Ph D programme in Sports & Physical Education.

**12AC (C-5) Minutes of 10<sup>th</sup> University Research Committee (URC) Meeting:**

The minutes of 10<sup>th</sup> University Research Committee (URC) Meeting held on September 09, 2015 were noted and ratified by the Council. It was emphasized that all Ph D scholars should register themselves and deposit the registration fee within the stipulated time frame.

The Doctoral Research Committees and Student Research Committees of the concerned students should meet regularly and monitor the progress of the Ph D Students.

Dean R&I was requested to take initiative for proper implementation of the above.



**12AC (C-6) Formation of Faculty Board:**

For smooth coordination in terms of academic and research activities of the Schools, Faculty Boards for each Faculty were constituted. The Boards convened their first meeting on September 17, 2015.

The same was noted and ratified by the Council. The Council emphasized that from now onwards all academics agenda should be placed with recommendations of the Faculty Boards.

**12AC (C-7) Course Fee for Re-registration:**

The process of computation of re-registration fee as placed was ratified by the Council. It was approved that the Re-registration fee for each course of B Tech programme, whether theory or Lab, will be Rs 4500/- per credit from the ongoing Academic year (2015-16). The Council suggested that re registration fee for other programme be calculated on similar lines.

The Council also suggested that the matter be placed before the Finance Committee during its next meeting, for ratification.

**12AC (C-8) Revised Fee for Make-up Examination:**

The revised fee for Make-up examinations was fixed as Rs 1000/- per course. The same was noted by the Council and it was suggested that the matter be placed for ratification before the Finance Committee during its next meeting.

**12AC (C-9) Amendment in Conduction of Make-up Examination:**

The Council noted and ratified the amended policy pertaining to conduction of make-up examination as under:

**“Make up examinations will be conducted along with the regular End –Term examinations at the end of every Semester for the courses running in that semester, as also along with the Summer Term examinations.”**



**12AC (C-10) Academic Collaboration with Foreign Institution:**

The University's effort towards skill enhancement in terms of Academic Collaboration with National Education Foundation (NEF), Washington DC (USA), for Leadership Development Programme, was noted and appreciated by the Council.

This one year certificate course will be offered to pre final year students.

**12AC (C-11) Relaxation of Academic Rule for the 2013-14 Batch:**

Keeping in view the interest of students, the sub rule 4.2 of 'Academic Process of MUJ' was relaxed for Academic session 2013-14 only as under:-

**"Students having backlog(s) in first year courses will be allowed to register for the fifth semester, provided they re-register and attend classes in all the first year courses in which they have backlog(s), irrespective of DT / F grade.**

**If the students have backlog(s) in the second year courses, then they have to re-register for the backlog/s of second year, before registering for 3<sup>rd</sup> year courses".**

The same was noted and ratified by the Council.

**12AC (C-12) Minimum Standard of Instruction for the Grant of the First Degree through Formal Education:**

UGC's guidelines, pertaining to 'The Minimum Standards of Instructions for the grant of the first Degree through formal education', were noted and ratified by the Council.

**12AC (C-13) Change in the Course Code of Chemical Engineering Programme:**

Changes made in the Course Codes which will be offered in IV semester of B Tech Chemical Engineering Programme were noted and ratified by the Council as under:

Course Name	Old Course Code	New Course Code
Numerical Methods in Chemical Engineering	MA14xx	CE1404
Physical and Analytical Chemistry Lab	CY14xx	CY1440



**12AC (C-14) Restructuring of MBA Curriculum from 2015-16:**

On the basis of the suggestion made by the Academic Council in its 11<sup>th</sup> meeting, the restructuring of the MBA curriculum from 2015-16 was noted and ratified by the Council.

**12AC (C-15) Research Grant Award, 2015:**

Sanction of Rs 1.65 lacs as research grant by Kurita Water and Environment Foundation (KWEF), for the project entitled "Textile Industries & Ground Water Contamination around Jaipur, India" was noted by the Council. The Council appreciated the efforts of PI and Co-PI for the said project and exhorted all the faculty to get external funding for the research activity.

**12AC (C-16) 2<sup>nd</sup> INSPIRE Internship Camp at Manipal University Jaipur:**

The approval of Department of Science and Technology, Govt of India, to Manipal University Jaipur to organize its 2<sup>nd</sup> INSPIRE Internship Camp was noted by the Council. It was informed that a number of distinguished scientists and academicians from across the country will address the meritorious students of 11<sup>th</sup> & 12<sup>th</sup> standard in this programme.

The Council appreciated and emphasized that this should be an annual feature of the University.

**12AC (C-17) External Expert for Examining Ph D Thesis:**

The modus operandi for selection of external expert for examining Ph D Thesis, as approved by the University Research Committee, was noted by the Council. Strict adherence to this process was also suggested by the Council.

**12AC (D) DISCUSSION & DECISION ITEMS****12AC (D-1) UNIVERSITY AGENDA**

**12AC (D-1-1) Award of Final Degree Certificates to the Graduate Students:**

The Council noted that 450 students have fulfilled all requirements for award of degrees. It was also recommended that the request for award of degrees be placed before BoM for consideration.

If approved, the degrees will be conferred during 2nd Convocation.

The following points were also suggested by the council

1. Office of CoE should prepare the statistical analysis of degrees across all respective programmes of academic year 2014-15 for reporting in BoM and next Academic Council meeting.
2. An additional agenda, pertaining to frame the policy for awarding Honors Degree, is to be placed during next Academic Council meeting for discussion.

**12AC (D-1-2) Chairperson's Gold Medal Award for Overall Excellence:**

On the basis of the report submitted by committee constituted for scrutinizing and finalizing applications for Chairperson's Gold Medal for Overall Excellence, the Council recommended the name of Mr. Sandeep TDS, B Tech (Computer Science & Engineering) for the said award. The request for approval of the same be placed before the Board of Management in its next meeting.

**12AC (D-1-3) Gold Medal Award for Academic Toppers of Respective Programmes:**

On the basis of the report submitted by the concerned committee, the Council recommended the proposal to award Gold Medals to the 14 toppers of respective Programmes, during 2<sup>nd</sup> Convocation. The same is placed before the Board of Management for approval.

**12AC (D-1-4) Introduction of Certificate Course on 'Concept of a Smart City':**

In principle approval for the proposal to offer a Certificate / PG Diploma course on "Concept of a Smart City" was given by the Council. It was also suggested that the complete proposal pertaining to the same be submitted for approval by the Chairperson, Academic Council.





**12AC (D-1-5) Introduction of National Service Scheme (NSS) as an Elective Subject in Higher Education:**

In compliance of MHRD direction, the Council approved the proposal to offer 'Introduction of National Service Scheme (NSS)' as open elective subject from the Academic Year 2015-16. It was suggested that Faculty of Arts & Law should own the course and wherever required, the expertise from other schools may be incorporated for this course.

**12AC (D-2) FACULTY OF ENGINEERING****12AC (D-2-1) Revamping of Scheme and Syllabi of B Tech II Year:**

The Council approved the revamped scheme & syllabi of B Tech second year with following suggestions:

1. History to be rephrased as 'History of Science & Technology.'
2. The content of History of Science & Technology to be revised and around 50-60% of the content should be a generic prospective of history and remaining portion to be branch specific.
3. Year of edition to be mentioned for suggested Reference Books for Economics course

**12AC (D-2-2) Introduction of Programme Elective for Department of Mechanical Engineering:**

The proposal to offer "Introduction to Micro Electro Mechanical Systems" as Programme Elective was approved by the Council.

**12AC (D-2-3) Scheme & Syllabi M.Tech (PES) by Research:**

Scheme & syllabi of M.Tech (PES) by Research was not approved by the Council in its submitted format. It was advised that scheme and syllabi be revisited and reframed under supervision of Director SEEC and Dean FoE and finally be submitted to the Chairperson Academic Council for consideration.



**12AC (D-3) FACULTY OF ARTS & LAW****12AC (D-3) Introduction of International Relations as Open Elective:**

The syllabus of "International Relations" was approved by the Council. It will be offered as open elective for Under Graduate students from Academic Session 2015-16.

**12AC (E) ANY OTHER MATTER WITH THE PERMISSION OF THE CHAIR****12AC (E-1) Seat Matrix @ 2016-17:**

1. To meet the requirement of industry, introduction of "Production & Industrial Engineering" under School of Automobile, Mechanical & Mechatronics Engineering with intake capacity of 60 was recommended by the Academic Council. The programme will be offered from Academic Session 2016-17.
2. Considering the overwhelming response of the students for CSE Programme; the Council recommended increase in intake capacity of B Tech CSE programme by 60 from Academic Session 2016-17.
3. The proposal to rephrase the programme Electrical & Electronics Engineering as Electrical Engineering was deferred by the Council. It was suggested that more information related to this matter be generated/gathered by the concerned and the same be submitted to the Chairperson, Academic Council for further consideration and approval.
4. It was advised that all departments should go through the naming of the programmes which will be offered in year 2016-17 and any suggestion / Observation be brought into the notice of the concerned in time, i.e. by October 2015.
5. The proposal to increase the amount of research stipend from Rs 12,000/- to Rs 20,000/- p.m. for research scholars was not approved by the Council. It was decided that the Research Supervisor can provide Rs 20000/- p.m. to the Ph D student from his / her own research project.

After long deliberation, the Council recommended the following Seat Matrix for the year 2016-17 and suggested the same to be placed before the Board of Management in its next meeting for consideration and approval.



Sr. No.	Programme	Intake
1	B. Tech	1500
2	Bachelor of Architecture (B Arch)	40
3	Bachelor of Planning (B Plan)	40
4	Bachelor of Design (B Des- Jewellery Design)	20
5	Bachelor of Design (B Des- Fashion Design)	40
6	Bachelor of Fine Arts (BFA-Applied Arts)	40
7	Bachelor of Science (B Sc- Interior Design)	60
8	BA, LL.B (Hons)	120
9	Bachelor of Arts BA (Pass/ Hons.)	60
10	Bachelor of Arts in Journalism and Mass Communication	120
11	Bachelor of Business Administration	240
12	Bachelor of Commerce(Pass/Hons*)	120
13	Bachelor of Hotel Management (BHM)	60
14	Bachelor of Science (Pass / Hons.)	60
15	Bachelor of Computer Application	45
16	LL.B	30
17	LL.M	30
18	M Tech (Computer Science and Engineering)	18
19	M Tech (Construction Technology & Management)	18
20	M Tech (VLSI Design & Technology)*	18
21	M Tech (Manufacturing Engineering & Technology)	18
22	M Tech (Structural Engineering)	18
23	M Tech (Product Design)*	18
24	M Tech (Energy & Environment Management)*	18
25	MA (J&MC)*	30
26	Master of Business Administration	90
27	MSc By Research	-
<b>Total</b>		<b>2871</b>

<b>B Tech Seat Matrix</b>		
<b>Academic Session 2016-17</b>		
Sr. No.	Programme	Proposed Intake
1	Computer Science Engg.	240
2	Computers & Communication Engg.	120
3	Civil Engg.	180
4	Electrical & Electronics Engg.	120
5	Electronics & Communication Engg.	180



6	Mechanical Engg.	180
7	Automobile Engg.	60
8	Information Technology	180
9	Mechatronics Engg.	120
10	Chemical Engg.	60
11	Production & Industrial Engg*	60
<b>Total</b>		<b>1500</b>
<b>* New Proposed Programme from academic session 2016-17</b>		

### 12AC (E-2) Status of Withdrawals @ 2015-16:

The Council noted the status of withdrawals across the Academic Programmes till year 2015-16. It was suggested that the number of students taking withdrawal after academic registration only be counted towards status of withdrawals.

### 12AC (E-3): International Association for the Exchange of Students for Technical Experience (IAESTE):

The Council was informed about the objective, modus operandi and updated status of International Association for the Exchange of Students for Technical Experience (IAESTE) programme at Manipal University Jaipur by Dean FoD & International Programmes.

The Council noted the same and suggested that on similar lines, Bilateral Exchange of Students for providing Technical Experience in terms of technical internships among the group institutions be considered. This will add value to the profile of the students.

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



**Registrar MUJ**

