

Venue: 3rd Floor Board Room, Administrative Building

Chairperson: Prof S Sancheti - President, MUJ

Members Present:

Prof (Dr) Shibhan Kishen Kak, External Member

Prof K Garg, Pro-President & Dean FoE

Prof N K Garg, Dean FoD, IR

Prof M Srivastava, Dean FoA&L

Prof B K Sharma, Dean FoS, R & I

Dr Raj Sharma, Professor Emeritus

Prof Awdhesh Kumar, Dean – Faculty Affairs & Provost

Prof N Chattopadhyay, Dean FoM&C

Prof Raghuvir Singh, Director TSB

Prof Rajesh Mathur, Director SCCE

Prof G C Tikkiwal, Director SBS

Prof S Sadri, Director SBC & SHM

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

Prof Ajay Kumar, HoD Mechatronics Engineering

Ex Officio Secretary: Prof V Suhag, Registrar MUJ

Other Invitees:

Prof Richa Arora, Director Admissions

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
Dr Anand Pandey, HoD Mechanical
Mr M Srivastava, HoD Hotel Management
Prof S K Jhajharia, HoD EEE
Dr V S Kulhar, Professor, Dept of Physics
Dr Sunil Joshi, HoD Mathematics & Statistics
Dr R K Rawat, HoD J&MC
Prof T K Jain, HoD B&C
Dr K J Sharma, Professor, Dept. of Civil Engineering
Dr G Tankha, HoD Psychology
Mr A D Ozarkar, HoD Applied Arts
Dr Abhishek Sharma, HoD Chemical Engineering
Dr T Chakraborty, Deputy Registrar
Dr Kalpna Sharma, Coordinator - Ph D Programme
Dr Rina Poonia, Associate Professor, Physical Education
Mr Priyank Singh Hada, Coordinator AMS

The Council Granted Leave of Absence to the following -

Prof N N Sharma, Director SAMM
Prof S N Sharan, Director SEEC
Dr Lalita Ledwani, Professor, Department of Chemistry
Ms Avani Agarwal, Student Representative
Mr Sachin S Deshpande, Student Representative

The President welcomed all the members to the meeting. After confirming the quorum, the agenda was taken up for discussion.

13AC (A) Confirmation of Minutes of 12th Meeting of the Academic Council:

As there were no comments received, the Minutes of the 12th Meeting of the Academic Council were confirmed.

13AC (B) Review of Actions Taken on Minutes of 12th Meeting of the Academic Council:

The action taken report on the decisions of 12th Meeting of the Academic Council was noted and confirmed.

13AC (C) REPORTING AND RATIFICATION ITEMS**13AC (C-1) Change in Composition of the Academic Council:**

The Council noted the joining of Prof Nilanjan Chattopadhyay, Dean Faculty of Management & Commerce (FoM&C) as new member of the Academic Council.

The Council also noted the composition as under:

- | | | |
|---|---|-----------------|
| 1. Prof Sandeep Sancheti, President MUJ | - | Chairperson |
| 2. Prof Shiban Kishen Kak, | - | 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. Prof A Kumar, Dean Faculty Affairs & Provost | - | Member |
| 8. Prof N Chattopadhyay, Dean FoM&C | - | Member |
| 9. Prof R Singh, Director TSB | - | Member |
| 10. Prof S N Sharan, Director SEEC | - | Member |
| 11. Prof R Mathur, Director SCCE | - | Member |
| 12. Prof G C Tikkiwal, Director SBS | - | Member |
| 13. Prof S Sadri, Director SBC & SHM | - | Member |
| 14. Prof N N Sharma, Director SAMM | - | Member |
| 15. Prof R S Shekhawat, Director SCIT | - | Member |
| 16. Prof Ravi Chaturvedi, Director SJMC | - | Member |
| 17. Prof A Kumar, HoD Mechatronics | - | Member |
| 18. Prof B P Singh, HoD ECE | - | Member |

19. Prof M L Vadera, CoE	-	Member
20. Prof M Yadav, Head SA&D	-	Member
21. Prof L Ledwani, Dept of Chemistry	-	Member
22. Prof Vandana Suhag, Registrar	-	Ex Officio Secretary
23. Mr Sachin S Deshpande	-	Student Representative
24. Ms Avani Agarwal	-	Student Representative

13AC (C-2) Appointments at Senior Positions:

The Council noted the following joinings:

- a) Dr Nilanjan Chattopadhyay as Dean, Faculty of Management & Commerce
- b) Dr Vidu Soni and Dr Amit Jain as Professors in the Faculty of Management & Commerce
- c) Dr. Kusum Sharma as Head Department of Languages

13AC (C-3) Conduction of Ph D Viva-voce:

Details about conduction of Ph D viva-voce of Ms Sunistha Dhaka, research scholar of Department of Management was noted and ratified by the Council. The quality of her research work was appreciated.

The Council suggested after successful completion of Ph D viva-voce, a completion certificate may be issued to the scholar and provisional certificate be issued after approval by the Academic Council.

13AC (C-4) Submission of Pre-synopsis of Ph D Dissertation:

Three Research scholars submitted their Pre-synopsis of Ph D Dissertation. The details are furnished below:

Sr. No.	Research Scholars	Date of Submission	Department	Guide/ Co-guide
1	Ms Shalini Sharma	June 15, 2015	Management	Dr. Sonia Munjal
2	Ms Harkanchan Singh	September 19, 2015	Management	Dr. Sonia Munjal/ Dr. P.S. Siwach
3	Ms Shabori Bhattacharya	November 28, 2015	Chemistry	Dr. Lalita Ledwani / Dr. P. J. John

The Council noted the same

13AC (C-5) Report on Newly Funded Research Project:

The Council noted the sanction of seed of Rs 1,00,000/- to Dr Sanchita Bandyopadhyaya Ghosh, Department of Mechanical Engineering for her project titled 'Cellulose Nano Fibre Reinforced Bioactive Foam Scaffold for Biomedical Applications'.

13AC (C-6) Academic Calendar (Even Semester):

The Council noted the Academic Calendar prepared for even semester 2015-16 and suggested that "Annual Day" be amended to 'Founder's Day' on April 30th in the Academic Calendar.

13AC (C-7) National Institute of Ranking Framework (NIRF):

The University's registration for uploading the data for National Institute of Ranking Framework (NIRF) on web portal was noted by the Council. All concerned were requested to ensure submission of relevant details with due diligence. The Council suggested that every department should have five key points /areas and there should not be any overlap / repetition in the data provided by the different departments. Innovative practices & unique achievements be highlighted.

13AC (C-8) SAKSHAM: Gender Sensitization:

In compliance of UGC guidelines for ensuring the safety of woman and organizing the programmes for gender sensitization in campuses under the scheme of SAKSHAM, the initiatives taken by the University were noted by the Council. The Council also noted the organization for gender sensitization programme at the University from December 14 to December 16, 2015. The plan for covering the entire teaching and non-teaching staff was appreciated by the Council.

13AC (C-9) Academic Schools / Departments:

Implementation of Board of Management's approval of restructuring of Faculty of Arts & Law and renaming of Faculty of Management as Faculty of Management & Commerce was informed to the Council
The same was noted by the Council.

13AC (C-10) Faculty Boards Meetings:

The Council noted the conduct of all Faculty Boards Meetings and took up the important agenda points emanating from the minutes of these meetings for further deliberations. The minutes were ratified by the Council.

13AC (C-11) 11th Meeting of University Research Committee (URC)

Minutes of the 11th meeting of University Research Committee (URC) were noted and ratified by the Council. Important Points were taken up separately by the Council.

13AC (C-12) Revision of Ph D Rules and Regulations:

The Council approved the proposed amendment as recommended by the University Research Committee with the following:

- a) The eligibility for Ph D registration in a particular department of a candidate will be decided on the basis of their graduation / post-graduation degree. However depending on the nature of the research work, the guides can be from other departments to promote interdisciplinary research.
- b) The details of research work of the scholar will be submitted to UGC as per its requirements.
- c) For admission to PhD programme, the NET /GATE/M.Phil qualified candidate will also have to appear for Ph D entrance examination of the University.

13AC (C-13) Renaming of Department of Electrical & Electronics Engineering:

The Academic Council noted renaming of Department of Electrical and Electronics as Department of Electrical Engineering. This will be effective from Academic session from 2016-17.

13AC (C-14) Academic Collaborations:

Several Academic Collaborations made by the University with Foreign Universities/Industry Partners were noted and ratified by the Council. The Council also noted the following:

- a) Signing of MoU with the Centre for Advanced Computing (CDAC), Pune in October, 2015 for collaborative research & Development, Education & Training Programme.
- b) Industrial collaboration between Department of Automobile Engineering and Joseph Cyril Bamford (JCB) Excavators Limited in October 2015.

13AC (C-15) Faculty Status:

The Council noted the faculty status as on December 04, 2015 as placed. The Council was also informed about the MUJ Broadly maintaining the faculty to student ratio of 1: 15, following / referring the guidelines prescribed by the regulatory bodies of all programmes. 142 Faculty members holding Ph D Degree and joining of more Professors, Associate Professors and Assistant Professors shortly in different departments were also appreciated by the Council

13AC (C-16) 'Emerging Technologies: Micro to Nano' (ETMN 2015):

The Council noted the following:

- a) Organization of 2nd International Conference ETMN-2015 during October 24-25, 2015 in collaboration with CEERI-Pilani and BITS-Pilani.
- b) Inauguration of new auditorium of the University on October 24, 2015 by Dr Anil Kakodkar, eminent Nuclear Scientist, former Chairman of Atomic Energy Commission in presence of Dr V.K. Aatre, former DRDO Chief and Scientific Advisor to Raksha Mantri

13AC (C-17) Programme under Skill Qualification:

Launch of Qualification Programme titled 'Meeting, Conference and Event Planner' under National Skills Qualification Framework (NSQF) was noted by the Council. It was further suggested to offer more skill based programme/courses. Students can opt these courses at time of their academic registration in every semester.

The Council was informed about the launch of the certification course on Smart City from forthcoming even semester of Academic Year 2015-16. To make it more effective, consultation with Jaipur City Administration and State Local Self-Government were suggested to align with immediate needs of such requirements.

13AC (C-18) Membership; Association of Indian University (AIU):

The Council noted the submission of University's application for membership of Association of Indian University (AIU).

13AC (C-19) Establishment of Siemens Centre of Excellence at MUJ:

The Council noted the Establishment of Siemens Centre of Excellence at the University under the initiative of Department of Electrical & Electronics Engineering. It was decided to setup such more specialized centres with industries.

13AC (C-20) Visit of Expert Team of Institute of Town Planners of India (ITPI):

The Council noted the visit of Institute of Town Planners of India (ITPI) to MUJ for grant of approval for affiliation of its 4 years planning programme.

13AC (C-21) Meeting of Research & Advisory Group of Experts:

A joint organization of first meeting of Research & Advisory Group of Experts on 'Eco & WaSH Media & Eco-Cultural Interpretations' on December 30-31, 2015 by Department of Science & Technology, Government of India and the University was noted by the Council. This activity will be fully funded by DST.

The Council was also informed that a proposal for establishment of a Centre on Eco Media Literacy, supported by DST, is also under consideration.

13AC (C-22) Admission 2016:

The Council noted the proposed intake capacity of 2016-17 of the University.

13AC (C-23) Admissions Update: 2015

Admission updates of the Batch 2015-16 were noted by the Council.

13AC (C-24) Status of Withdrawals / Cancellation of Admissions:

The Council noted the Withdrawals / Cancellation of Admissions across all Programmes for Academic Session 2015-16.

13AC (C-25) Admission Initiatives:

The Council noted the initiatives taken by the Admission Section in terms of School/College Connect Programmes, e- marketing initiatives and various conduction of Career Counseling Sessions.

The Council suggested to assess the conversion of leads in to actual admissions.

13AC (C-26) Faculty Development Programme:

The Council noted the conduction of Faculty Development Programme during November 16-18, 2015.

The Council was informed that the programme was very well received and two more such programmes would be organized shortly.

13AC (C-27) Scholarships:

The Council noted the approval of the Board of Management for offering Scholarships / Seat reservation scheme for local region students enrolled in the PG Programmes (MBA & M. Tech) and for lateral entry (Diploma) / Transfer Cases (B Tech & Non B Tech).

13AC (C-28) Internal Quality Assurance Cell (IQAC):

The Council noted the constitution of a committee to suggest / recommend the policy, regarding the development of Internal Quality Assurance System. The Committee convened its first meeting on December 8, 2015. The members of the Academic Council made few suggestions to make it effective for its proper implementation.

13AC (D) DISCUSSION & DECISION ITEMS

13AC (D-1) UNIVERSITY AGENDA

13AC (D-1-1) Policy for Admissions of Students under Sports Quota:

The Council deliberated on the proposed policy for the admissions of students under Sports Quota and approved the proposal with following modifications:

- a) Up to 1% of total seats in Engineering and 2% in Non-Engineering programmes be reserved under Sports Quota. Unfilled seats under this will be offered to General Category.
- b) Any relaxation in minimum eligibility criteria as specified in the proposed scheme for admission, will only be permitted by the competent authority.
- c) The proposal of giving incentives was dropped. It was suggested not to offer the incentive scheme to begin with.

- d) Tuition Fee waiver/scholarships be offered as under:
- i. 30% waiver of the tuition fee for the candidate who participated at National/ All India -Inter-University level sports competitions.
 - ii. 60% waiver of the tuition fee for the candidate who received Silver or Bronze Medal at National / All India Inter-University level sports competitions.
 - iii. 80% waiver of the tuition fee for the candidate who received Gold Medal at National / All India -Inter-University level sports competitions.
 - iv. 100% waiver of the tuition fee for the candidate who participated at International level sports competitions officially representing the country
- e) Tuition Fee Waiver will be continued provided the candidate maintains reasonable academic performance (Minimum of 5 CGPA).
- f) Candidates admitted under this category should outcome to represent Manipal University Jaipur from time to time in National / All Inter-University level sports competitions throughout the Programme duration.

The Council recommended that the revised policy be placed in the forthcoming meeting of Board of Management for further consideration of approval.

13AC (D-1-2) Financial Support for Students Participating in the Conferences / Seminars / Workshops:

The Council approved the proposal of Financial Support for students participating in the Conferences/Seminars/Workshops/ Recognised competitions.

Support would be extended only on the merit of the original work to be presented during Conferences/Seminars/Workshops / Recognised competitions.

Final/Pre-final year UG/PG students (one student per class) and full time Ph D scholars (only one from each department) can avail this support. The Council recommended the maximum admissible amount of Rs. 15,000/- and Rs. 5,000/- for International and National participation in Conferences/Seminars/Workshops/ Recognised competitions respectively.

It was suggested that the matter be placed before the Board of Management for further consideration of approval. Other functional and working details of the proposal will be framed separately.

13AC (D-1-3) Introduction of Entrepreneurship as Project for Final Year Students:

The Council approved the proposal of Introduction of Entrepreneurship as part of the major project for final year students. It will nurture students' innovative objectives pertaining to the Start-up. It was decided that further detailing, in terms of implementation of the scheme / proposal will be prepared separately.

13AC (D-1-4) UGC Guidelines on Uniform Span Period to Qualify for a Degree:

The Council noted and approved the adoption of suggested guidelines of UGC on Uniform Span period to qualify for a degree.

13AC (D-1-5) Proposal for New Scholarships:

To attract more number of meritorious students, the University's initiatives in terms of offering new scholarships and revision in schemes of existing scholarships were approved by the Council.

The Council also suggested that GATE qualification be essential for getting scholarships at M. Tech level and the matter be placed before the Board of Management for further consideration and approval.

13AC (D-1-6) Tenure of Board of Studies (BoS):

It was brought out into the notice of the Council that the term of the BoS is not specified in the prevailing Act and Statute of Manipal University Jaipur. The Council opined that the tenure of the Members of the Board of Studies should be fixed for three years. It was suggested by the Council, that the matter be placed before the Board of Management for consideration of approval. If approved, the same be included in the Ordinances of the University.

13AC (D-1-7) Re-admission Fee:

The Council approved the proposal to charge Rs. 5,000/- as re-admission fee across all the programmes for students, whose names have been struck off from rolls of the University due to non-payment of fees in time, such student be re-admitted on the recommendations of the Director of the School concerned, by paying the arrears of fees in full and other dues, together with this re-admission fees.

It was decided that a policy be drafted for re-admission. While readmitting, any benefit in terms of extension of tenure for completion of programme will not be permitted to these students. More functional / operational policy in this regard be reframed.

13AC (D-1-8) Open Elective:

To streamline and give more offering of Open Elective courses and also to provide broad choice for selection of Electives, the Council suggested the following:

- a) Open Elective courses be segregated for the Engineering and Non-Engineering Programmes to make them more effective / relevant.
- b) Each department should float Open Electives. The computation of number of Open Electives offered by the department will be made as under:
“If the department has N number of sections for a particular programme, the department must offer N+2 number of Open Electives for other departments.”
- c) Level of the courses offered as open elective should be introductory.

13AC (D-2) FACULTY OF ENGINEERING

13AC (D-2-1) Proposal for Revising Relative Weightage for Evaluation:

The Council approved the proposed revision in the relative weightage for evaluation of Engineering Graphics (ME1101). The approved Relative Weightage is as under:

Class Work Sessional	-	60
End Term Examination	-	40

13AC (D-2-2) Scheme and Syllabi of B Tech Chemical Engineering (Batch 2014-2018: Semester V to VIII):

The Council approved the scheme and syllabi of V to VIII semester of B Tech Chemical Engineering Programme.

13AC (D-2-3) Introduction to Robotics as Open Elective:

The Council approved syllabus of Introduction to Robotics (MC1690) as open elective. This will be offered from even semester of Academic Session 2015-16.

13AC (D-2-4) Syllabi of 2nd Year B Tech Mechatronics Engineering:

The Council appreciated the efforts of the department to prepare the syllabus of 2nd year B Tech Mechatronics Engineering. However, it was suggested that 2nd year syllabi (Revamped) of all Engineering programme be considered in next meeting of the Academic Council along with details of other specializations.

13AC (D-2-5) Syllabi of B Tech Electronics & Communication Engineering:

The Council appreciated the efforts of the department to prepare the syllabus of 2nd year B Tech Electronics & Communication Engineering. However, it was suggested that 2nd year syllabi (Revamped) of all Engineering programme be considered in next meeting of the Academic Council along with details of other specializations.

13AC (D-2-6) Scheme & Syllabi of B.Tech Electrical & Electronics Engineering:

The Council appreciated the efforts of the department to prepare the syllabus of 2nd year B Tech Electronics & Electronics Engineering. However, it was suggested that 2nd year syllabi (Revamped) of all Engineering programme be considered in next meeting of the Academic Council along with details of other specializations.

13AC (D-3) FACULTY OF SCIENCE**13AC (D-3-1) Introduction of M.Sc (Materials Science):**

The proposal to offer M.Sc. in Materials Science by Department of Physics as a new programme from Academic Year 2016-17 was recommended by the Council for further consideration and approval of the Board of Management.

The Council approved the Scheme and Syllabi of the programme and advised to clearly define the expected outcome of the programme.

13AC (D-3-2) Introduction of B.Sc. (Hons) Microbiology:

Introduction of B.Sc. (Hons) Microbiology was approved by the Council. It will be offered by the Department of Biosciences from Academic Session 2016-17.

The council suggested that new courses such as Paleobiology, Bioinformatics and related inter disciplinary subjects may also be considered for inclusion in the curriculum. The scheme and syllabi of the programme were approved by the Council.

13AC (D-3-3) Microbiology as One of the Core courses in B.Sc. Pass Course:

The Council approved the syllabus of Microbiology as one of the core courses of B.Sc. (Pass) programme with revision of objectives. It will be offered from Academic Session 2016-17.

13AC (D-3-4) Introduction of 'Science of Living Systems' (BS 1121) in B.Tech First Year:

Introduction of 'Science of Living Systems' (BS 1121) was approved by the Council as an open elective but not to be offered in the first year level. This will be offered from even semester of Academic Session 2015-16 by the Department of Biosciences.

13AC (D-4) FACULTY OF ARTS & LAW

13AC (D-4-1) Syllabi of Open Elective Courses under National Service Scheme:

As advised by UGC to offer NSS as a course in UG programmes, the Council approved the syllabi of two open elective courses titled

- a) 'Introduction and Basic Concepts of NSS' and
- b) 'Health, Hygiene and Sanitation' under National Service Scheme.

These courses will be offered from the Academic Session 2016-17 by School of Humanities and Social Sciences.

13AC (D-4-2) Introduction of French Language as Open Elective Course:

Syllabus of French Language as an Open Elective was approved by the Council with following suggestions:

- a) Title be renamed as 'Elementary French'.
- b) Basic functional language Lab facility for French language be created. Support of French Embassy may be sought in this regard.
- c) The course will be offered from the even semester of the Academic Session 2015-16.

13AC (D-4-3) Introduction of BA (Hons) Philosophy:

Introduction of BA (Hons) Philosophy with its scheme and syllabi were approved by the Council. The programme will be offered from Academic Year 2016-17.

13AC (D-4-4) Introduction of Political Science and Philosophy as Subsidiary Courses for BA (Hons):

Introduction of Political Science and Philosophy as subsidiary courses for all BA (Hons) programmes were approved by the Council.

Syllabi of the above courses were approved with following suggestions by the Council:

- a) Preamble should be mentioned.
- b) The syllabus should be toned down.
- c) Projects be incorporated in the curriculum to evaluate the analytical ability of students.
- d) Inclusion of Tutorials be considered in the scheme.

13AC (D-4-5) Introduction of Sustainable Development (EO-1491) as Open Elective:

The Council suggested to reframe the syllabus of 'Sustainable Development' with more focus on Economic sustainability. Lifecycle Model, Millennium Development Goals, GDP rating etc., be considered for inclusion.

13AC (D-4-6) Syllabi of V & VI Semesters of BA (Hons) Economics:

The proposed syllabi of V & VI semesters of BA (Hons) Economics were approved by the Council.

13AC (E) ANY OTHER MATTER WITH THE PERMISSION OF THE CHAIR

13AC (E-1) Course Outcomes of the Programmes

The Council opined that expected outcomes be defined for all the programme. It was emphasized that the details of outcomes be prepared by May 2016 as these are essential for assessment for accreditation process.

13AC (E-2) Policy for the Students Credit Exchange /Transfer

The proposal made by the committee to map the credit for transfer of students within the group Universities / other institutions (with whom MUJ has entered into a MoU) was discussed. The Council approved the proposal with following modifications:

- a) Instead of the additional processing fee, one time charge be levied.
- b) Mechanism for mapping the credits credit equivalence be framed.
- c) Credit transfer be permitted only for the students having CGPA of 7 or more.
Eligibility criteria may be relaxed for the students of Manipal Group Institutions.

13AC (E-3) Gold Medal Award

The Council noted the directions of the Board of Management to institute more Medal / Awards to high performing students. The Council also noted the constitution of the committee to recommend a policy for recognizing such students.

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

Registrar MUJ