MINUTES OF THE ACADEMIC COUNCIL MEETING HELD ON 06 AUGUST, 2020 THROUGH ONLINE MODE

General

The period of COVID-19 lockdown necessitated some decisions to be taken for the students enrolled in EVEN SEMESTER – 2020. Also, approvals for various modifications being proposed in the academic schedule of 2020-21 session have to be taken by the Academic Council. Hence an emergent meeting of the Academic Council was held on 06 August, 2020 (Thursday) at 4.00 pm through online mode. The Chairman, Academic Council extended warm welcome to all the members present in the meeting.

Attendance

The following members were present:-

Chairman

Prof. Vinod Kumar   Vice Chancellor, JUIT, Waknaghat

Head of the Other Institution of the Trust

Prof. S. C. Saxena   Vice Chancellor, JIIT, Noida

Distinguished Academician nominated by the Pro-Chancellor

Dr. Satish Kumar   Director, NIT Kurukshetra
Prof. Lalit Kumar Awasthi   Director, NIT Jalandhar

Industry Professional nominated by the Pro-Chancellor

Lt Gen Ravindra Mohan Chadha, PVSM, AVSM (Retd.) Director, Jaiprakash Power Ventures Ltd.

The Dean of all Faculty of the University

Prof. Samir Dev Gupta   Dean (Academics) & Head of Deptt. – CSE/IT

Heads of the Departments / Centres of the University

Prof. Karanjeet Singh   HoD Mathematics
Prof. P. B. Barman   HoD PMS
Prof. Ashok Kumar Gupta   HoD CE
Prof. Sudhir Kumar   HoD BT&BI
Dr. Rajiv Kumar   HoD ECE
Dr. Anupriya Kaur   HoD HSS

Professors other than Heads of Departments

Prof. Sunil Kumar Khah   Deptt. of PMS
Prof. Ashish Kumar   Deptt. of CE

Non-Member Secretary

Maj Gen Rakesh Bassi, SM (Retd.)   Registrar and Dean of Students

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Leave of Absence

Leave of absence was granted by the Chairman to the following member:-

Sh. Sunil Sharma   Executive Vice Chairman, JAL

Contribution of the Outgoing Members of the Academic Council

Chairman, Academic Council recognised and expressed gratitude for the contribution made by the outgoing member Prof. M J Nigam, Former HoD ECE

Induction of New Members

Chairman, Academic Council extended warm welcome to the newly inducted member Dr. Rajiv Kumar, HoD ECE.

Agenda Items

ITEM NO. 1   **APPROVAL FOR REVISED ACADEMIC SCHEDULE DURING THE ODD SEMESTER – 2020 AND EVEN SEMESTER – 2021.**

Chairman, Academic Council informed the members that due to COVID-19 pandemic, conduct of on-campus teaching and learning activities in the forthcoming ODD SEMESTER – 2020 & EVEN SEMESTER – 2021 are being withheld. Regulatory bodies have issued several instructions for conduct of online teaching till the COVID situation subsides. Considering above and also the screen exposure time of students, it was proposed to reduce the academic load of the students to 50% - 60% of the approved load in teaching scheme for the ODD SEMESTER – 2020 & EVEN SEMESTER – 2021.

The item was considered by the Academic Council and approved as follows: -
1. Only those Theory Courses and Computer based Lab classes which are possible to be conducted online will be included during the regular semester i.e. ODD SEMESTER-2020 & EVEN SEMESTER -2021 with upper ceiling of screen time around 03 hours per day. Further, other lab classes, which are not possible during this period, are to be shifted to SUMMER SEMESTER - 2021 when the University is expected to open for in Campus activities.
2. The remaining Theory Courses of the regular semesters are to be conducted during the SUMMER SEMESTER – 2021.
3. The approved revised Academic Schedule for the ODD SEMESTER-2020 and EVEN SEMESTER-2021 are as given in **Annexure – 1**.

Dr. Satish Kumar suggested that in order to make teaching more effective for the above module of online teaching, study material like PPTs, Notes be shared among the students well in advance before the schedule of the class. Students can be asked to go through the study material at their own and come ready with their doubts / problems during the scheduled online classes.

Prof Saxena suggested inclusion of additional one hour per week interactive session

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for removing difficulties/doubts of students of each subject during the online classes.

Lt. Gen. Ravindra Mohan Chadha raised query regarding on-screen time of 2.7 hours mentioned in Annexure – 1. Chairman, Academic Council informed that actual on-screen time will be more as stipulated against each program due to Project Work & doubts clearing sessions.

ITEM NO. 2 **APPROVAL FOR REPLACEMENT OF COURSES OF B. TECH. 7TH SEMESTER COMPUTER SCIENCE & ENGINEERING AND INFORMATION TECHNOLOGY.**

Two courses of B. Tech. 7th Semester Computer Science & Engineering and Information Technology; **SOFTWARE TESTING AND DEBUGGING (10B1WCI515)** and **SOFTWARE TESTING AND DEBUGGING LAB (10B1WCI575)** were core courses for 2017 admitted batch.

Considering the demand and placement requirements of the students, these 02 courses were offered as Elective Courses during their 5th Semester of study. Department of CSE & IT proposed inclusion of two new courses in lieu of above two courses for B. Tech. 7th Semester Computer Science & Engineering and Information Technology during ODD SEMESTER – 2020 as under:-

Course Code	Title	Credits
18B1WCI831	DEEP LEARNING	3
20B17CI771	ADVANCED SOFTWARE SYSTEM LAB	2

Dr. Satish Kumar requested the Chairman, Academic Council for sending the detailed syllabus of Deep Learning (18B1WCI831) for his perusal.

The Academic Council approved the proposal.

ITEM NO. 3 **APPROVAL FOR RESCHEDULING OF ONLINE CLASSES FOR ODD SEMESTER – 2020.**

Considering the ongoing COVID situation and the schedule proposed by the Regulatory bodies i.e. AICTE / UGC, rescheduling of ONLINE classes for ODD SEMESTER – 2020 is proposed for consideration and approval of the Council.

Program / Year	Commencement of online Classes
Ph. D	17 August, 2020
M. Tech. 2nd Year	17 August, 2020
M. Sc. 2nd Year	17 August, 2020
B. Tech. 2nd, 3rd & 4th Year	17 August, 2020
New Entrants (1st Year)	01 September, 2020
Ph.D. / M. Tech. / M.Sc. / B. Tech.	

The Council considered and approved.

ITEM NO. 4   **APPROVAL FOR RUNNING ONE TO ONE COURSES FOR THOSE B. TECH. STUDENTS WHO HAVE COMPLETED 4 YEARS DURATION OF STUDY AND HAVE NOT ACQUIRED 195 CREDITS TOWARDS AWARD OF DEGREE.**

B. Tech. students admitted during the year 2015 & 2016 have already completed the stipulated duration of 4 years of study but some of the students could not acquire 195 credits as required for the award of Degree. As Summer semester during summer 2020 could not be conducted for students having backlog courses, it is proposed to run One to One Courses of duration of two months starting from 17 August, 2020 for these students. The item was considered by the Council and approved as under:-

1. **ONE TO ONE COURSES (Two Months Duration commencing from 17 August, 2020):**
   Students in 5th & 6th year, who are short of credits towards award of degree, are allowed to take courses on one-to-one basis. Students can register for not more than 03 courses with a upper ceiling of 12 credits; irrespective of industrial training having been completed or in the process of completion. Evaluation of such courses is done through one Mid Term & End Term Examinations.

2. **COURSES ON OFFER DURING REGULAR SEMESTER:-**
   Those students, who are short of credits towards award of degree, and are not able to complete 195 credits by attending ONE TO ONE COURSES as stated above, can register during the regular semester subject to the courses on offer for the same. In case there are students who have to register for backlog courses not being offered during regular semester they can opt for courses on ONE TO ONE basis with a upper ceiling of 02 courses with the special permission of the Vice Chancellor. Such courses will run for the whole semester and regular evaluation will be done on the basis of T1, T2 & T3 Examinations.

3. **REGISTRATION TO 5TH & 6TH YEAR**
   In case students still fail to acquire the minimum required 195 credits towards award of degree during the ODD Semester by availing any one of the above two options, they will have to register for the regular semester in 5th year / 6th year.

ITEM NO. 5   **APPROVAL FOR COURSE STRUCTURE AND SYLLABI OF DBT SUPPORTED M. SC. BIOTECHNOLOGY PROGRAM.**

Ten seats to M.Sc. Biotechnology Program from the Academic Year – 2020-21 were approved by the Department of Biotechnology (DBT) under DBT supported program. As per mandate conditions of the DBT, students enrolled against the DBT supported seats have to follow the course structure / syllabi as prescribed by the DBT for such students.

Thus, the proposed course structure and syllabi shall remain common to all students of JUIT, Waknaghat admitted in M. Sc. Biotechnology program in year 2020-21, irrespective of either admitted against DBT supported seat or NON DBT supported seat.

The council considered the proposed course structure and syllabi for M.Sc. Biotechnology program and approved the same as given in **Annexure -2**.

ITEM NO. 6   **APPROVAL FOR RESPONSIBILITIES ASSIGNED TO FACULTY MEMBERS IN ODD SEMESTER 2020-21.**

Most of the academic activities are expected to be carried out in on-line mode during the ODD SEMESTER – 2020 due to COVID and as per the guidelines of the regulatory bodies. Procedure and evaluation of engagement of faculty members during the ODD SEMESTER-2020-21 has been proposed under four parameters. Percentage weightage is assigned to each parameter and evaluation will be done according to the self appraisal of individual faculty and vetting will be done by the HoD concerned / Dean.

The proposed parameters and weightage assigned to each parameter were considered by the Council and approved as under:-

TEACHING, TRAINING & EVALUATION (50% WEIGHTAGE)
- Preparation of quality PPT slides. About 8 – 10 PPT slides for each lecture class of 55 minutes duration.
- 5 MCQ type questions for each lecture class.
- Regular assessment of tutorial sheets and their return to students.
- There will be additional hour / week interactive session for removing difficulties for each subject.
- Each faculty will complete 2 virtual labs of his / her concerned speciality of his / her department. Prior approval of HoD will be required before taking up the activity of the virtual labs.
- Development of a new course in emerging area of his / her specialization along with preparation of PPT slides for the whole course. Prior approval of the Dean (Academics) is to be taken for this activity.

RESEARCH & DEVELOPMENT AND IPR (30% WEIGHTAGE)
- Publication of at least one Scopus / SCI indexed research paper in a journal by every faculty member in each semester.
- If there is more than one author in a paper, then weightage will be distributed amongst the authors.
- Regular guidance to Ph.D scholars, if someone is supervising Ph.D.
- Patents submitted, published and granted.
- Govt. funded research projects / consultancy projects – on going / new assigned.

PROFESSIONAL DEVELOPMENT (20% WEIGHTAGE)
- Conduction, participation and / or coordination of on-line FDP, Seminars, Conferences, Short Term Training Courses, Refresher Courses, Webinar, Summer Schools, Talks, Lectures, etc.

- Book writing / Chapter writing in a quality book of reputed publisher.
- One course of SWAYAM or NPTEL is to be completed by each faculty member in each semester. Prior approval of the Dean (Academics) is to be taken before undertaking development of such courses.
- Delivery / conduction / attending of Webinar of concerned areas.

ADMINISTRATIVE ASSIGNEMENTS (0% TO 100% WEIGHTAGE)
- Due weightage will be given to such assignments, as per the degree of involvement and time spent.

Proforma for filling up the activities by each faculty member every week for all the above parameters is as given in **Annexure – 3.**

Procedure:-
- HoD will check the weekly chart of each teacher and forward the same with comments to Dean (Academics) at the end of each week.
- Dean (Academics) will give the recommendations to Vice Chancellor by 22nd Day of each month clearly indicating the involvement and regularity of each faculty in these activities.
- Based on the engagement, the number of working days of each teacher will be approved by the Vice Chancellor and sent to the Registry for further necessary action.

Prof. Saxena stressed over the professional development of the faculty.

Dr. Satish Kumar suggested for inclusion of Research Projects from Govt. funding agency under IPR contribution.

ITEM NO. 7   **REPORTING ITEMS**

The following Reporting Items were considered and noted to the Academic Council:-

7.1   **Promotion of students of intermediate Semester of 2019-20 to the next semester. (7.1.1 - B. Tech 2nd, 4th, 6th Semester / M. Tech. 2nd Semester / M.Sc. 2nd Semester, 7.1.2 - Promotion to Next Semester)**

Evaluation of 65% of component of assessment has already been done through T1 (on-campus), T2 (On-line) and TA (Internal). Assessment of balance 35% of the component of assessment towards T3 marks for the students of intermediate semesters done on the basis of previous semester SGPA i.e. T3 Marks = ((Previous Semester SGPA/10)*35). Results of the students declared by 18 July, 2020 and students promoted to next semester.

This proposal is keeping in view the guidelines issued by the UGC vide letter No. F.1-1/2020(Secy) dated 29 April, 2020.

The Academic Council considered and approved the same.

7.2. **Examination of Final Year Students. (7.2.1 – B. Tech. Final Year Students, 7.2.2 – Backlog Examinations of B. Tech. Final Year Students, 7.2.3 – M. Tech. 4th Semester Students, 7.2.4 – Ph.D Students)**

Evaluation of 65% of component of assessment has already been done through T1 (on-campus), T2 (On-line) and TA (Internal). Assessment of rest 35% of the component of assessment towards T3 marks is to be done through online proctored Examination for final year students in two phases alongwith backlog courses. Result of the same declared by 06 July 2020 for first phase and by 21 July 2020 for second phase examination.

This proposal is keeping in view the revised guidelines issued by the UGC vide letter No. F.1-1/2020(Secy) dated 29 April, 2020 and 06 July 2020.

Project / Dissertation of the M. Tech. Final year students were conducted in online mode and results were declared on 20 June, 2020.

DPMC of the Ph.D scholars is being conducted in online mode and on the recommendation of the Dean's Committee, Ph.D Scholars are being promoted to the next semester. Final defence of 09 Ph.D scholars conducted in online mode.

The Academic Council considered and approved.

7.3 **Evaluation of MOOC Courses**

Students having pass certificate issued by NPTEL and who have given their consent for option 1 i.e. PASS grade were considered for declaration of the result. Pass grade is not being considered towards calculation of SGPA / CGPA. However, credits of the course(s) counted towards the total credits for award of degree. Total 22 students were registered for MOOCs courses out of which 16 students gave their consent and they have been declared pass. Rest 06 students were awarded with "I" grade (Incomplete) in the registered MOOCs courses.

7.4 **Teaching Assistance ship / Fellowship to Ph.D Students**

Due to COVID-19 lockdown, Teaching assistance-ship / fellowship to Ph.D students was on hold for the month of March, April, May as scholars did not attended the University during the duration. On the recommendation of the Sub Committee of the Academic Council, fellowship of the scholars was approved and released as under:-

JUIT Funded Teaching Assistance-ship: It has two components i.e. Research Component - 60% and Teaching Component – 40%, so Research Component i.e. 60% of fellowship was released.

Govt. / Project Funded Fellowship: Full fellowship was released as scholars were involved in research as well as in the project work.

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ITEM NO. 8   **ANY OTHER ITEM WITH THE PERMISSION OF THE CHAIR**

Prof Saxena informed the members about the **New Education Policy** and provisions therein. He suggested that even if later on-campus activities are allowed, University should adopt 25% to 30% teaching through online mode in their regular Curriculum.

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

Maj Gen Rakesh Bassi, SM (Retd)
Registrar & Non-Member Secretary

Approved

Prof. Vinod Kumar
Vice Chancellor
Chairman