

# SHIV NADAR UNIVERSITY

Minutes of the 27<sup>th</sup> meeting of the Academic Council (AC) held on 18<sup>th</sup> August 2018 in the Conference Room No. D-330

The following members and special invitees were present in the meeting:

S.No.	Name	Designation
1	Dr. Rupamanjari Ghosh	Vice-Chancellor- Chairperson
2	Dr. C.V. Tomy	Director, School of Natural Sciences (SoNS)
3	Dr. J.P. Gupta	Director, School of Engineering and Dean of Graduate Studies, & Distinguished Professor, Chemical Engineering (SoE)
4	Dr. Dinkar Prasad	Associate Director (Academics), Professor & Head, Department of Electrical Engineering, School of Engineering (SoE)
5	Dr. Amber Habib	Dean of Undergraduate Studies, Professor and Head, Department of Mathematics, School of Natural Sciences (SoNS)
6	Dr. Tulika Chandra	Dean of Students' Welfare, Associate Professor, Department of English, School of Humanities & Social Sciences (SoHSS)
7	Dr. Sankar Dhar	Professor & Head, Department of Physics, School of Natural Sciences (SoNS)
8	Dr. Deepak Sehgal	Professor & Head, Department of Life Sciences, School of Natural Sciences (SoNS)
9	Dr. Parthapratim Munshi	Associate Professor and Head, Department of Chemistry, School of Natural Sciences (SoNS)
10	Prof. Shahid Jamal	Professor & Head, Department of Communication, School of Humanities and Social Sciences (SoHSS)
11	Dr. Jaya Menon	Professor & Head, Department of History, School of Humanities and Social Sciences (SoHSS)
12	Dr. Sambudha Sen	Professor & Head, Department of English, School of Humanities and Social Sciences (SoHSS)
13	Dr. Pradeep Jeganathan	Professor & Head, Department of Sociology, School of Humanities and Social Sciences (SoHSS)
14	Dr. Partha Chatterjee	Associate Professor & Head, Department of Economics, School of Humanities and Social Sciences (SoHSS)
15	Dr. Siddharth Mallavarapu	Professor and Head, Department of International Relations and Governance Studies, School of Humanities and Social Sciences (SoHSS)
16	Dr. Sailesh N. Behera	Associate Professor & Head, Department of Civil Engineering, School of Engineering (SoE)
17	Mr. Sudhir Naudiyal	Registrar - Non-Member Secretary
<b>Special Invitee</b>		
18	Dr. N. Sukumar	Director, Centre for Informatics, Professor & UG Advisor, Department of Chemistry, School of Natural Sciences (SoNS)

Special Invitees - Graduate Advisors		
19	Dr. Vishwanth S R	Professor, School of Management and Entrepreneurship (SoME)
20	Dr. Ashutosh Singh	Assistant Professor, Department of Life Sciences, School of Natural Sciences (SoNS)
21	Dr. Venkatramani Jagadish	Assistant Professor, Department of Mechanical Engineering, School of Engineering (SoE)
22	Dr. Sneha Lata	Assistant Professor, Department of Mathematics, School of Natural Sciences (SoNS)
23	Dr. Susanta Sinha Roy	Associate Professor, Department of Physics, School of Natural Sciences (SoNS)
24	Dr. Jagabandhu Dixit	Assistant Professor, Department of Engineering, School of Engineering (SoE)
Special Invitees - Undergraduate Advisors		
25	Prof. Pradeep Mehra	Professor, School of Management and Entrepreneurship (SoME)
26	Dr. Samarendra Pratap Singh	Associate Professor, Department of Physics, School of Natural Sciences (SoNS)
27	Dr. Gyan Vikash	Assistant Professor, Department of Civil Engineering, School of Engineering (SoE)
Special Invitees - Academic/Administrative Heads		
28	Dr. Karthik Krishnan	Assistant Dean, Research and Graduate Studies
29	Mr. Nishant Mishra	Assistant Dean (Student's Welfare), Assistant Professor, Department of Mechanical Engineering, School of Engineering (SoE)
30	Dr. Sudepto Bhattacharya	Controller of Examinations, & Associate Professor, Department of Mathematics, School of Natural Sciences (SoNS)
31	Mr. Bhaskar Mishra	Head, Administration
32	Mr. Ashish Mittal	Head, Human Resources
33	Mr. Ziaur Rehman	Assistant Controller of Examinations

The following members of AC could not attend the meeting:

S.No.	Name	Designation
1	Mr. Rajiv Swarup	President
2	Dr. Ajay Dandekar	Director, School of Humanities and Social Sciences (SoHSS); Director, C-PACT
3	Dr. Shubhro Sen	Director, School of Extended Education and Professional Development (SoEED) and School of Management and Entrepreneurship (SoME)
4	Mr. Tushar Joag	Associate Professor and Head, Department of Art & Performing Art, School of Humanities and Social Sciences (SoHSS)
5	Dr. Debopam Acharya	Associate Professor & Head, Department of Computer Science & Engineering, School of Engineering (SoE)
6	Dr. Santanu Mitra	Associate Professor & Head, Department of Mechanical Engineering, School of Engineering (SoE)



Item No.1 Welcome address by Dr. Rupamanjari Ghosh, Vice-Chancellor & Chairperson, Academic Council (AC)

Dr. Rupamanjari Ghosh, Chairperson, Academic Council welcomed all the members and invitees to the 27<sup>th</sup> Academic Council meeting, especially the following new members and Invitees:

- |                              |                                       |
|------------------------------|---------------------------------------|
| 1. Dr. Sailesh N Behera      | - HoD, Dept. of Civil Engineering     |
| 2. Dr. Parthapratim Munshi   | - HoD, Dept. of Chemistry             |
| 3. Mr. Tushar Joag           | - HoD, Dept. of Art & Performing Art  |
| 4. Dr. Arvind Rajput         | - UG Advisor, Dept. of Mech. Engg.    |
| 5. Dr. Gyan Vikash           | - UG Advisor, Dept. of Civil Engg.    |
| 6. Dr. Venkatramani Jagadish | - PG Advisor, Dept. of Mech. Engg.    |
| 7. Dr. Jagabandhu Dixit      | - PG Advisor, Dept. of Civil Engg.    |
| 8. Dr. Amrish Tony           | - Deputy Director, Physical Education |

Before taking up the agenda items, the Chairperson presented a brief account of activities and the important personalities who visited the University during the period from the last meeting of the AC till date. The highlights as shared with the agenda are reproduced below for record:

- SNU's 4<sup>th</sup> Convocation was held on Saturday, 19<sup>th</sup> May 2018, in which 538 students received their Doctoral, Master's and Bachelor's degrees from various streams of Engineering, Natural Sciences, Humanities & Social Sciences, Arts, and Business. Prof. Ronald J. Daniels (President, the Johns Hopkins University) and Sir Tim Berners-Lee (Inventor of the World Wide Web and one of Time Magazine's "Top 100 Most Important People of the 20<sup>th</sup> Century") were the Guests of Honour on this momentous occasion.
- SNU, Institute of Chinese Studies (ICS), Delhi, and China Report (a SAGE journal) collaborated to organize a workshop at SNU during 9-11 July 2018, to train and mentor young researchers in the craft of academic writing that is meant for publication. The workshop with its rich resource persons operationalized the MoU signed by SNU and ICS on 12<sup>th</sup> January 2018.
- The Orientation Program for the first-year undergraduate students at SNU started early this time, with Parents' Orientation etc. on 12<sup>th</sup> July 2018, and concluded on 30<sup>th</sup> July 2018. The SNU Vice-Chancellor delivered the first public lecture on 13<sup>th</sup> July evening on "Celebrating Science". There were many other distinguished speakers, e.g., Prof. Supriya Chaudhuri, Prof. Sukanta Chaudhuri (Jadavpur University), Ambassador Sunil Lal, Prof. Anurag Kumar (Director, IISc Bangalore), Prof. V. Ramgopal Rao (Director, IIT Delhi), Prof. Rajeev Sangal (Director, IIT-BHU), Prof. R.L. Karandikar (Director, Chennai Mathematical Institute), invited by the School Directors.

- The Second “Dean’s List” felicitation ceremony took place on 16<sup>th</sup> August 2018, in which 130 UG students received certificates.

**Item No.2 Confirmation of the minutes of the 26<sup>th</sup> meeting of the Academic Council held on 7<sup>th</sup> April 2018**

The Registrar informed that the minutes of the 26<sup>th</sup> Academic Council meeting held on 7<sup>th</sup> April 2018, were circulated to the members on 2<sup>nd</sup> July 2018, and no comments were since received. He requested the Chairperson to approve the minutes. The minutes were then approved by the AC. The minutes as approved by the AC are enclosed as **Annexure-1**.

**Item No.3 To report matters arising out of the minutes of the 26<sup>th</sup> AC meeting held on 7<sup>th</sup> April 2018 and action taken thereof on matters which needed action:**  
*Item No. 26.4: To report a tentative list of graduands (UG, PG, and Ph.D.) for the 4<sup>th</sup> Convocation scheduled to be held on 19<sup>th</sup> May 2018*

The Registrar reported that the 4<sup>th</sup> Convocation ceremony of Shiv Nadar University was held on 19<sup>th</sup> May 2018. The ceremony commemorated the graduation of 538 students of the outgoing batch of 2018. 16 (regular) Research Scholars were awarded Ph.D. degrees of SNU. Besides, 438 Undergraduate students and 84 Postgraduate students were awarded degrees in the Convocation. He presented, before the AC, a complete list of School-wise degree recipients. The Chairperson suggested that in future the information of the students who could not complete the degree in that particular academic year may also be given along with the list of degree recipients. The list of School-wise degree recipients presented before the AC is attached as **Annexure 2**.

*Item No. 26.5: To report Summer Break, UG Registration and Orientation programme schedule for Monsoon 2018*

The Registrar reported that the UG Orientation schedule reported by the Dean UGS in the 26<sup>th</sup> AC meeting was revised and finalized as follows:

- UG Registration on 12<sup>th</sup> July 2018
- UG Orientation programme and mix of activities for Monsoon 2018 from 13<sup>th</sup> till 30<sup>th</sup> July 2018.
- Regular classes start from 30<sup>th</sup> July 2018 for all students.

The Academic Council took note of the same.

Item No.4 To report completion of Ph.D. requirements by Research Scholars since the last AC meeting held on 7<sup>th</sup> April 2018

The Registrar reported that two research scholars, one each from the Department of Physics (SoNS), and Mechanical Engineering (SoE) have completed their Ph.D. since last reported in the AC meeting. The details of these scholars presented before the AC are given below:

S N	Name of the Research Scholar	Departme nt	Research Advisor	Co- Advis or	Thesis Titled	Date of Oral Exam.
1	Mr. Shashi Bhushan Srivastava	Physics (SoNS)	Dr. Samarendr a Pratap Singh	-	Engineering and investigation of Zinc oxide cathode interfacial layer in inverted organic solar cells: Implications for charge transport and collection	10th April 2018
2	Mr. Devendra Singh Dandotiya	Mechanica l Engineerin g (SoE)	Dr. Nitin D. Banker	-	Experimental and Numerical Investigation of a Household Refrigerator Integrated with a PCM Based Condenser	6 <sup>th</sup> July 2018

The Chairperson suggested that the concerned departments should keep track of the placements and current occupation of the Ph.D. graduates, and inform the Registrar so that it can also be reported to the AC along with the details provided above.



**Item No. 5 To report Grade Analysis of University results for Spring Semester - 2018.**

Mr. Ziaur Rehman, Asst. Controller of Examinations, presented the report of Grades Analysis for Spring semester 2018 before the Council. The Chairperson suggested that details of Grade Analysis should be shared with the Heads of the Departments for review and remedial measures to be taken, if any. The Chairperson further suggested to CoE that a Department-wise Grade Analysis may also be prepared for analyzing grade distribution and uniformity among the Schools. The Grade Analysis report attached as **Annexure - 3** was taken on record.

**Item No. 6 To discuss and approve proposed addition/modification in the rules for the University examinations and grade submission approved by the AC in its meeting held on 10<sup>th</sup> March 2016**

Dr. Sudepto Bhattacharya, CoE, presented before the AC, a proposal for amendments in the Examination Rules (e.g. addition of Clause 13 and amendment in Clause 12 of the Rules for University Examinations and Grades Submission) approved, under item No. 4, in the Academic Council meeting held on 10<sup>th</sup> March 2016.

He briefed the AC that with the declaration of the Spring 2018 results, the University introduced a tool in ERP for students to apply for grade change request. As per the established processes the students are shown the answer sheets upon evaluation and scores are settled within due time limits, as specified in rules for examinations. He further briefed the AC about the new changes being proposed in the examination related rules to accommodate the re-evaluation requests of the students and evolve a Grievance Redressal mechanism.

The Chairperson advised that all the issues related to any discrepancy that may be pointed out by the students should be addressed at the time of answer-sheet viewing by the concerned course Instructors. The faculty should enforce the rule of end-semester answer sheet viewing so as to minimize the re-evaluation requests from the students.

The Chairperson after a detailed discussion and anticipating the views of the members suggested to CoE to revise the proposed regulations in line with the discussion in the meeting, in consultation with the Dean UGS and the Registrar which can be circulated to the members along with the minutes for their suggestions, if any, and the same can be implemented from the Monsoon 2018 examination. The

action taken can be reported in the next AC meeting. The revised regulations are attached herewith as **Annexure -4**.

**Item No. 7 To report new admissions during the Academic Session 2018-19 for UG, PG & Ph.D. courses across all the Schools**

The Registrar presented the summary of new admissions in 2018-19 for UG, PG & Ph.D. courses as attached at **Annexure -5**. The members expressed their concern on a comparatively low enrollment during the current academic session. The Chairperson suggested that while reporting the details of admission to AC, previous year's comparative analysis should also be presented along with the current target, number of offers made, registrations and withdrawal status in future.

**Item No. 8 To ratify continuation of Ph.D. registration of scholars beyond 5 years of their registration.**

The Chairperson informed that according to Ph.D. Regulations, "any re-registration (after 5 years) must have the approval of the Academic Council". She said that six students whose details are attached as **Annexure - 6** had registered for Ph.D. program in 2012 / 2013, and have already spent five years. The Chairperson informed that she has approved their continuation with the condition that they should submit their Ph.D. thesis on or before Spring 2019. The Chairperson requested the HoDs to discuss it with the concerned Research Advisors and Doctoral Committee & keep track of the timelines. The Chairperson also advised Dr. Karthik Krishnan, Asst. Dean, Graduate Studies, to keep track of this so that their Ph.D. is completed at the earliest possible.

**Item No. 9 To report important collaborative MOUs/Agreements signed by SNU since the last Academic Council meeting held.**

The Registrar presented the report of Dr. Ram Sharma on the important collaborative MOUs/agreements signed since the last Academic Council meeting held. The list of MOUs/agreements attached at **Annexure- 7** was taken on record.

**Item No. 10 To discuss and approve amendments to the Policy on Credit Transfer for Undergraduate Degrees**

Dr. Ambar Habib, Dean, UGS, presented before the AC, a proposal received from the Registrar for amendments to the existing Credit Transfer Policy of the University, which was approved in the 20<sup>th</sup> AC meeting, under Item No. 1, held on 2<sup>nd</sup> April 2016. He explained that due to some operational difficulties in implementation of the said policy, it was felt that an amendment is required to be made in the same, mainly inserting a new clause regarding admission through lateral entry/migration in the second year making distinction between credit transfer and lateral entry/migration. After discussing the proposed policy presented before the AC, there were following suggestions from the members:

1. The title 'Credit Transfer' should be changed as 'Credit transfer for Fresh Admission'.
2. To amend that Scholarship facility may be applicable to the students under the lateral entry admissions from the second year at SNU.
3. To remove Point No.3, regarding eligibility, under heading Lateral Admission/Migration - '*The candidate should also have a valid JEE rank for engineering programs and should have obtained JEE score above 100*'.
4. The Chairperson suggested that for making application and selection process a seamless activity, under Lateral admission/Migration, a 'checklist' of documents to be submitted along with the admission form must be prepared and provided to the candidates.
5. The Chairperson also asked to remove the rider given in the bottom of the document regarding relaxation in the rules.

The Chairperson suggested to Dean UG and Registrar to incorporate the above suggestions in the proposed policy and a revised document can be circulated with the minutes for the information and further suggestions, if any of the members which may reported in the next meeting under action. The revised policy is attached herewith as **Annexure -8**.

Since there was no other item to be discussed, the meeting ended with a vote of thanks to the Chair.

  
Dr. Rupamanjari Ghosh  
Chairperson