

Minutes of the Fifth Academic Council (AC) meeting of Shiv Nadar (Institution of Eminence Deemed to be University), held on Thursday, 8 February 2024, from 1100-1200 Hrs. (Online MS Team)

The Fifth Meeting of the Academic Council (AC) of 'Shiv Nadar IoE', was held on Thursday, 8 February 2024, from 1100-1200 Hrs. (Online MS Team). The following members were present in the meeting:

S. No.	Name	Designation
1.	Dr. Ananya Mukherjee	Vice-Chancellor
2.	Dr. Suneet Tuli	Dean & Professor, School of Engineering (SoE); Dean, Research & Partnerships
3.	Dr. Sundaravaradhan Venkatesh	Dean & Professor, School of Management and Entrepreneurship (SoME)
4.	Dr. Rajat Kathuria	Dean & Professor, School of Humanities and Social Sciences (SoHSS)
5.	Dr. Sanjeev Galande	Dean & Professor, School of Natural Sciences (SoNS); Head, Department of Life Sciences
6.	Dr. Partha Chatterjee	Dean of Academics; Professor, Department of Economics
7.	Dr. Vinod Sharma	Professor & Head (Interim), Department of Electrical Engineering, SoE
8.	Dr. Harpreet Singh Arora	Professor & Head, Department of Mechanical Engineering, SoE
9.	Dr. Dolly Sharma	Associate Professor & Head, Department of Computer Science & Engineering, SoE
10.	Dr. Yasmeen Arif	Professor & Head, Department of Sociology, SoHSS
11.	Dr. Mandar Prafullachandra Oak	Professor & Head, Department of Economics, SoHSS
12.	Prof. Atul Bhalla	Professor & Head, Department of Art, Media & Performance, SoHSS
13.	Dr. Atul Mishra	Associate Professor & Head, Department of IRGS, SoHSS
14.	Dr. Anubhuti Maurya	Associate Professor & Head, Department of History & Archaeology, SoHSS
15.	Mr. Sudhir Naudiyal	Registrar, Non- Member Secretary

The following members could not attend the meeting:

S. No.	Name	Designation
1.	Dr. Sudepto Bhattacharya	Professor & Head, Department of Mathematics, SoNS
2.	Dr. Susanta Sinha Roy	Professor & Head, Department of Physics, SoNS
3.	Dr. Gyan Vikash	Associate Professor & Head, Department of Civil Engineering, SoE
4.	Dr. Sanjeev Yadav	Associate Professor & Head, Department of Chemical Engineering, SoE
5.	Dr. Bimlesh Lochab	Professor & Head, Department of Chemistry, SoNS
6.	Dr. Sambudha Sen	Senior Professor & Head, Department of English, SoHSS

On behalf of Dr. Gyan Vikash, Dr. Gopal Das Singhal, Associate Professor and Associate Head, represented the Department of Civil Engineering and Dr. Karan Gupta, Assistant Professor, represented the Department of Chemical Engineering, on behalf of Dr. Sanjeev Yadav, HoD.

Special Invitees who have attended the meeting:

S. No.	Name	Designation
1.	Dr. Karthik Krishnan	Associate Dean, Research
2.	Dr. Ashutosh Singh	Associate Professor, Department of Life Sciences, School of Natural Sciences
3.	Dr. Rakesh Ganguly	Associate Director, OARAR
4.	Dr. Ankur Mehra	Assistant Dean and Assistant Professor
5.	Mr. Ziaur Rehman	Deputy Controller of Examinations

Item No. 1 Confirmation of the minutes of the Fourth meeting of the Academic Council of the Shiv Nadar IoE held on 9 November 2023

The minutes of the fourth meeting of the Academic Council of the Shiv Nadar IoE held on 9 November 2023 were confirmed and attached as **Annexure-1**.

Item No. 2 To report matters arising out of the minutes of the Fourth meeting of the Academic Council held on 9 November 2023 and action taken thereof on matters which needed action.

The Registrar briefed the members regarding the action taken report on the matters arising out of the minutes of the fourth meeting of the Academic Council held on 9 November 2023. The AC noted the same. The action taken report is attached as **Annexure-2**.

Item No. 3 To report the introduction of new elective courses by the Department of Economics, School of Humanities and Social Sciences (SHSS)

Dr. Mandar Prafullachandra Oak, HOD, Department of Economics, SHSS has reported the following new Elective Courses in the PG & UG Academic curriculum from the Spring 2024 Semester for ratification by the Academic Council.

- i. Multinational Corporation by Prof. Manoj Pant (UG Course)
- ii. Advanced Macroeconomics by Dr. Aditi Singh (PG Course)
- iii. Microeconomics Theory Workshop by Dr. Abhimanyu Khan and Dr. Shraman Banerjee (PG Course)

These elective courses were approved by the School's Board of Studies (BoS) vide circulation dated 5 January 2024.

The document, as presented before the AC, is attached as **Annexure-3**.

The AC noted all the proposals and ratified them.

Item No. 4 To discuss and approve the recommendations received from the Office of Dean Research and Partnerships

Dr. Karthik Krishnan, Associate Dean, Research, briefed the following recommendations for approval of the AC.

A. Changes in the existing Doctoral Regulation;

(i) Clause III: Eligibility

A four-year Bachelor's degree with a minimum of 75% marks or equivalent grade point average or Master's degree with a minimum of 55% marks or equivalent grade point average in Arts, Science, Engineering, Medicine, Education or Business. If the Master's degree is in a field other than the one to which admission to the Ph.D. program is sought, the candidate will be expected to demonstrate sufficient mastery of the fundamentals in the field through written tests, interviews etc. The Department/School may notify additional criteria over and above the minimum eligibility as required by respective programs.

These criteria may be suitably revised in case of candidates possessing a valid score in any one of the following National Examinations: CSIR-UGC NET-JRF, DBT-JRF, GATE-JRF, JEST, ICMR-JRF, NBHM, etc.

The Chair said that any changes in the middle of the admission cycle should be avoided. Dr. Atul Mishra raised the same concern and said that amendments regarding clarification on eligibility could be added to the advertisements for Ph.D. admissions, and then the situation of process change would not arise.

Dr. Suneet Tuli said that while shortlisting the scholars, we may shortlist them based on the above criteria, irrespective of the advertisement for the admission cycle.

The Chair further suggested that before making any changes, all documents floated to the public must be reviewed, and after discussion, the changes, if any, should be communicated to the stakeholders.

The revised eligibility criteria for Ph.D. admission after 4 years Bachelor's degree was approved by the AC.

(ii) Clause XX: Duration of Ph.D. Program

Doctoral Students who have completed five years at the University shall apply for an extension of their registration every semester. The extension requests are reviewed as follows.

- Full doctoral committee review
- Approval through department and school.
- Meeting with the students and Research advisor (if required)

Accordingly, the requests of 22 Ph.D. Scholars were reviewed and approved for extension. The details of the scholars for whom the AC granted the extension are attached as **Annexure-4**.

The AC approved the recommendations regarding the extension of Ph.D. registration of scholars beyond five years for the Spring 2024 session.

B. Transfer of Ph.D. registration from another University to Shiv Nadar IOE

Dr. Karthik Krishnan presented the request of the inbound transfer of Ph.D. scholars from the School of Natural Sciences from another University to Shiv Nadar IOE. He further informed that there is no mechanism or regulation for such transfer as of now.

He explained the following:

- i. It should not be open to the public and should be applicable only when the research advisor, along with the scholars, is moving to Shiv Nadar IOE. Faculty of Shiv Nadar IOE recommends any research scholar to be taken from some other university so that they would bring all their work and their work does not suffer and they can continue doing the same work they have been doing in the other university.
- ii. Shiv Nadar IOE does not have a mechanism to register them between the semesters. Currently, January (Spring) and August (Monsoon) are the only months where they can register the same. What will be the implications if we want to do their registrations between the semesters? The Registrar and Administrative office should address it.
- iii. They must deregister themselves from their previous university and get NOC from the previous institute. It is a typical administrative process.
- iv. The minimum residency period at Shiv Nadar IOE should be a minimum of two or three years which can be decided because we currently have a three-year residency requirement for regular PhD students, so they need to spend a minimum of three years before they can submit a thesis.
- v. The stage of onboarding-based regulation has to be decided before registration. This will also determine their fee structure and remaining assistantship.
- vi. The department will evaluate their credentials, recommend course credit transfer, and discuss the stage of their doctoral process.
- vii. The same should be approved by the Dean of the School.
- viii. The implementation responsibility should be on
 - a. Registrar's office/admissions for official registration and administrative processing
 - b. Academics office for course credit transfer
 - c. Research office for doctoral process, stipend, and fellowship processing

The Chair suggested to the Research office to have this policy on paper to encourage scholars to join Shiv Nadar IOE. Dr. Sanjeev Galande suggested that we should be a facilitator in such cases to encourage both the students and the faculty members to have a smooth transition from wherever they are coming to Shiv Nadar IOE. Faculty members will bring in their expertise, grants and sometimes the infrastructure. He further suggested that the minimum residency period should be five years minus the time spent by the student elsewhere.

Dr. Karthik Krishnan suggested having a small committee set up to discuss the process of developing this transfer mechanism. Dr. Sanjeev Galande suggested seeing the transfer mechanism of some other universities and adopting the clauses, whichever are suitable to Shiv Nadar IOE.

Dr. Karthik Krishnan requested the AC to approve, in principle, to develop a transfer mechanism, which should be part of Ph.D. regulations after getting the approval from the AC.

The Registrar suggested keeping the admission cycle intact in the ERP to avoid unnecessary complications since our cycle is based on the academic year universally followed in the country. He further informed that faculty moving to Shiv Nadar IoE should be a full-time faculty member as the full-time faculty member can only be a full-time research supervisor.

The Registrar also suggested that an addendum could be added to the existing Ph.D. regulations to cater to the needs of such Ph.D. aspirants.

After discussion, the AC, in principle, approved the proposal.

Item No. 5 To discuss and approve the recommendations received from the Proctor regarding empowering the Examinations Committee to take decision on the Policy on Academic Malpractice and Plagiarism for Students

Dr. Ashutosh Singh, the Proctor, briefed the AC on the following proposed amendments to the existing policy on **Academic Malpractice and Plagiarism for Students**.

- i. The erstwhile Shiv Nadar University's Policy on **Academic Malpractice and Plagiarism for Students** was approved by the Academic Council of erstwhile Shiv Nadar University (SNU) in its 19th meeting held on 10 March 2016.
- ii. As per the policy, the Academic Council empowered the Proctorial Board to deal with all the cases related to academic malpractice and plagiarism in the university.
- iii. It has been observed that most academic malpractice cases are minor in nature, which can be dealt with by the office of the controller of examinations itself. Therefore, the Proctorial Board has recommended that a sub-committee constituted by the Examinations Committee may deal with such cases.
- iv. The Shiv Nadar IoE has already constituted an Examinations Committee in accordance with Clause 29 of the Rules and By-Laws of Shiv Nadar (Institution of Eminence Deemed to be University).
- v. It may be in the fitness of things to empower the Examinations Committee to deal with all academic malpractice and plagiarism cases, and a sub-committee called '**Examination Disciplinary Committee**' (EDC) may be constituted for the purpose.
- vi. If any student is aggrieved with the decision of the EDC, he/she can appeal to the Vice-Chancellor (VC), and there shall be no further appeal or review thereafter. The VC will be the Appellate Authority, and the VC's decision will be final and binding.
- vii. In the draft policy on Academic Malpractice and Plagiarism of Shiv Nadar (Institution of Eminence Deemed to be University), the Proctorial Board will still deal with two points.
 - a. fabrication or falsification of data, results, and output in research. However, the coursework component will remain with the examination Disciplinary committee
 - b. forging documents such as letters of recommendation, transcripts, and certificates

The draft policy, as presented before the AC, is attached as **Annexure-5**.

After discussion, the AC approved the delegation of authority to the Examinations Committee to deal with the cases of Academic Malpractice and Plagiarism. Accordingly, the revised policy is to be notified.

Item No. 6 To discuss and approve ‘One-Year Master’s Degree Program Regulations’

Dr. Partha Chatterjee briefed the AC about the ‘One-Year Master’s Degree Program Regulations’.

- i. The One-Year Master’s Degree Program is offered over an academic year or two semesters.
- ii. The minimum credit requirement for a one-year Master’s degree is 36 credits, and the maximum credit requirement can be set at 40 credits.
 - a) **Core Courses:** Minimum 16 Credits
 - b) **Elective Courses:** Minimum 8 Credits
 - c) Can include project or thesis courses and internship
- iii. **Eligibility:** 12+4 years of education and a valid Bachelor’s degree
- iv. minimum cumulative grade point average (CGPA) of 5
- v. Must complete all credit requirements within two years

He proposed to start the same from Academic Year 2025-26.

Dr. Sanjeev Galande suggested starting it from the academic year 2024-25 so that Shiv Nadar IoE undergraduate meritorious students may benefit and research output may be increased. Currently, we have to rely only on the Ph.D. Students for the research work.

Dr. Partha Chatterjee said that the departments have to come up with the process, which would then be vetted by different bodies like the Academic Council and others. The Dean of Academics Office will approve the program accordingly.

The Registrar suggested that as per the National Credit Framework (NCrF), the credit requirement is 40; hence, to be at par with the other institutions/universities offering one-year master’s programs, we should also set the credit requirement as 40 credits in consonance with the prevailing guidelines.

The draft regulation, as presented before the AC, is attached as **Annexure-6**.

The AC approved the proposal, with the directions to incorporate the above-mentioned suggestions in concurrence with the prevailing guidelines of the regulatory bodies.

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