

## PROCEEDINGS OF THE 16<sup>TH</sup> MEETING OF ACADEMIC COUNCIL HELD ON JULY 1, 2016

The 16<sup>th</sup> meeting of Academic Council was held at 11.30 a.m. on July 1, 2016 in the Conference Hall under the Chairmanship of Hon'ble Vice-Chancellor. The following were present: -

S.N.	Name	Designation	Position
1.	Prof. Mahavir Singh	Vice-Chancellor	Chairman
2.	Dr. Gagan Kumar	Dean Academic Affairs/ HOD Physics	Member
3.	Dr. Vimal Arora	Controller of Examinations	Member
4.	Dr. Sanjiv Mittal	Principal/Professor Pharmacy	Member
5.	Ms. Sarvjeet Kaur	Nominee of HOD Chemistry	Member
6.	Dr. Pankaj Thakur	HOD Mathematics	Member
7.	Ms. Deepika Thakur	Nominee of HOD Law	Member
8.	Mr. Deepak Makkar	HOD EE	Member
9.	Ms. Manmeet Kaur	HOD CE	Member
10.	Ms. J.S. Gill	HOD ME	Member
11.	Mr. Prashant Upadhyay	HOD ECE	Member
12.	Ms. Esha Bansal	HOD Management	Member
13.	Mr. Vijay Thakur	Nominee of HOD Journalism	Member
14.	Ms. Nadezeda Chadha	HOD BFD	Member
15.	Mr. Vijay Kumar	HOD Computer Applications	Member
16.	Ms. Manpreet Kaur	HOD Physiotherapy	Member
17.	Mr. Nitin Dogra	HOD Architecture	Member
18.	Mr. Ajay Bhardwaj	HOD HMCT	Member
19.	Ms. Akanksha	Asstt. Professor, Commerce	Member
20.	Mr. Pravin Misra	Asstt. Professor, Management	Member
21.	Ms. Meenakshi	Asstt. Professor, Physics (Incharge-Secrecy)	Member
22.	Ms. Poonam Mehta	Head T & P	Member
23.	Ms. Vijyeta Verma	Coördinator B.Sc. (G)	Member
24.	Mr. O.P. Sharma	Registrar	Member Secretary

At the very outset, Hon'ble Vice-Chancellor welcomed all the members who were present in the meeting. He also described the activities and other research work carried out by the University during this year and future planning. He hoped that in the coming years, the University will not only achieve the desired results in admissions but it will also reach to its highest of glory in academic excellence. The Vice-Chancellor informed the Council that with the superannuation of Dr. S.S. Bedi, the charge of the post of Dean Academic Affairs has been given to Dr. Gagan Kumar, Deputy Dean Academic Affairs and that of Controller of Examinations to Dr. Vimal Arora as per provisions of Statutes.

While appreciating the positive efforts made by the Hon'ble Vice-Chancellor in achieving the desired results for overall development of the University, the Academic Council unanimously approved the action taken by the Hon'ble Vice-Chancellor with regard to appointment of Dean Academic Affairs and Controller of Examinations.

Thereafter, the Member-Secretary invited the members to discuss the agenda for today's meeting with the permission of Chair. After a good deal of discussions/deliberations on each item, following decisions were arrived at: -

- Item No. 1 To take note of minutes of 15<sup>th</sup> Academic Council meeting held on December 15, 2015.

Minutes of 15<sup>th</sup> Academic Council meeting held on 15.12.2015 were tabled and read. After discussion, members approved the same.

- Item No. 2 To take note of action taken report (ATR) of 15<sup>th</sup> Academic Council meeting held on December 15, 2015.

Action taken report of the last meeting of Academic Council held on 15.12.2015 was tabled and taken as read. The members discussed the matter and took note of the same with the observations that action on item No.14(8) and item No.4 under any other item relating to decision on Choice Based Credit System and to start Certificate Course in French is still pending. The Academic Council took serious note of it and decided that action be taken immediately by the concerned authority/department under intimation to Academic Council.

- Item No. 3 To place before the Academic Council the matter regarding caste scholarship/college scholarship to Mr. Nitin Kumar, Student of B.Tech., Electrical Engineering, Semester-II.

The Academic Council discussed the request of Mr. Nitin Kumar, student of B.Tech. Electrical Engineering, 2<sup>nd</sup> Semester for scholarship under SC/ST category and it was decided that proposal for grant of scholarship to the said candidate be submitted afresh before the concerned state government for its consideration elaborating therein the reasons for delayed submission of scholarship.

- Item No. 4 To place before the Academic Council the following items received from Controller of Examinations: -

**4-1: Separate Office arrangement for Controller of Examinations**

The Academic Council decided that the office of the Controller of Examinations shall be shifted to the vacant premises available in the ground floor. However, the Secrecy Office shall be housed in the existing office of the Examination Wing. All records pertaining to the examinations of the students shall be kept in the Secrecy Office. The Academic Council also decided that the Examination Wing shall prepare hard copy of history sheet of result of each candidate on the basis of tabulation charts/result notifications for which the requisite manpower and/or technical infrastructure will be provided accordingly. Further, it was decided that the incumbent holding the charge of Dean Academic Affairs shall shift to the room earmarked for Dean Academic Affairs.

**4-2: Pre-submission of examiner panel (Theory & Practical) to COE and approval from Hon'ble Vice-Chancellor.**

The Controller of Examinations informed that up-till now there is no definite guidelines for submission of examiner panel (Theory & Practical) to be submitted to Controller of Examinations by the concerned HODs and it has been observed that HODs are not serious in submitting the examiner panel well in time. The Academic Council took serious note of it and decided that henceforth all HODs shall submit the proposal for examiner panel (both for Theory & Practical) to the Controller of Examinations at least 30 days before the commencement of examinations so that the Controller of Examinations could submit the said proposal for kind approval of the Hon'ble Vice-Chancellor well in time.

#### 4-3: Responsibilities and duties of COE

It was informed by the Member-Secretary that responsibilities and duties are already defined in the First Statutes of the IEC University vide No.14. and accordingly Academic Council decided that Registrar Office shall notify the responsibilities and duties of Controller of Examinations as defined in the First Statutes for information of all concerned.

#### 4-4: To approve the decision taken by Examination Cell for reported UFM Cases.

The decision taken by the Examination Cell for reported UFM cases duly approved by the Examination Unfair Means Committee was noted by the Academic Council as per Annexure-1.

#### 4-5: Notification of result after approval from Honorable Vice Chancellor.

It was come to the notice of Academic Council that the results are invariably being declared without the approval of Hon'ble Vice-Chancellor. The Academic Council took serious note of the same and decided that henceforth all examinations results duly compiled by the Examination Wing shall only be declared after the approval of the Hon'ble Vice-Chancellor.

#### 4-6 (i): Constitution of Question Paper Moderation Committee.

The Controller of Examinations informed the Academic Council that the Examination Wing has a lot of problems with regard to the credibility of question papers such as repetition of questions, in consistent level of question papers, inappropriate coding of subjects, etc. The Academic Council, after a good deal of deliberations upon the matter, decided that in order to get rid of such problems, a Moderation Committee be constituted with a view to have thorough scrutiny of the question paper(s) received from the respective paper setters well before the start of examinations. The Hon'ble Vice-Chancellor was authorized to form such a Moderation Committee.

#### 4-6 (ii): Policy for eligibility of paper setter for ESE (Theory) and remuneration.

The Academic Council approved the policy for eligibility of paper setter for ESE (Theory) and remuneration as under: -

Sr. No.	Course	Min. Qualification	Designation	Teaching Experience (in Years)	Remuneration (INR)
1.	U.G.	At least Master's degree from reputed organization	Assistant Professor	05	Rs.500/-*
2.	P.G.	At least Ph.D. from reputed organization	Associate Professor	08	Rs.1000/-*

\*Postal Charges (Rs 50/-) will be paid in addition if paper(s) is sent by post.

**Note:** Eligibility conditions are also subjected to the guidelines of concerned regulatory body (if any).

#### 4-6(iii): Policy for External Examiner eligibility and remuneration.

The Academic Council approved the policy for External Examiner (Practical Examination) eligibility and remuneration as under: -

Sr. No.	Course	Min. Qualification	Designation	Teaching Experience (in Years)	Remuneration (INR)
1.	U.G.	At least Master's degree from reputed organization	Assistant Professor	03	@ Rs.10/- per student or min. of Rs.500/-
2.	P.G.	At least Ph.D. from reputed organization	Associate Professor	05	

**Note:** Eligibility conditions are also subjected to the guidelines of concerned regulatory body (if any).

#### 4-6 (iv): Changes in answer sheet booklet.

The Controller of Examinations informed the Academic Council that up-till now we are providing Answer Sheet of 8 leaves (16 pages) to the students who are appearing in various ESE examinations. The extra sheets on demand are also being provided. It was also come to the notice of Academic Council that such pattern of providing answer booklets has already stood dispensed with and new pattern of answer booklet containing 20 leaves (40 pages) is in existence in all recognized universities in India. The Academic Council accordingly decided to enforce the pattern of providing 20 leaves (40 pages) answer booklet to the students appearing in the examinations and no extra sheet shall be provided. This is anticipated to be helpful in smooth conduct of examination and avoid extra paper work thereupon.

#### 4-6 (v): Changes in maximum marks pattern for internal as well as external examinations (MSE/ESE).

The Academic Council after a good deal of discussion decided to follow new marking scheme according to which MSE marks will be equal to the weightage given to internal marks and ESE marks will be equal to its respective weightage in the final result. The internal and external marks will be decided according to the guidelines given by the respective Regulatory Bodies like PCI/BCI, etc.

#### 4-6 (vi): Responsibility of internal examinations (MSE) with the HOD and its commencement within the department.

The Controller of Examinations submitted before the Academic Council that in order to have better control and coordination among Examination Cell and various departments/schools of the University regarding transparency in examination system, it is proposed that internal examinations (MSE) may be conducted within the respective departments. The Academic Council approved the proposal of Controller of Examination and decided that henceforth the MSE will be conducted by the HODs in their departments only and the concerned HODs will be responsible for the time bound accomplishment of MSE and submitting its results (award list) to the Examination Cell well in time after completion of the MSE.

