

MINUTES OF XXIV SENATE MEETING

HELD ON

15th May 2016
10:00 AM



MAULANA AZAD
NATIONAL INSTITUTE OF TECHNOLOGY
BHOPAL


Director

Chairman senate

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Following members attended the meeting

1. Dr. Narendra S Chaudhari, Director MANIT, Bhopal and Chairman Senate Committee
2. Shri Ajit Narayan, Registrar MANIT, Bhopal and Secretary Senate Committee
3. Dr. Sushil Kumar Mittal, Professor, Civil
4. Dr. Rajnish Shrivastava, Professor, Civil
5. Dr. Anil Sharma (Dean Academic)
6. Dr. Vishnu Prasad, Professor, Civil
7. Dr. P. K. Jain (HOD, Civil)
8. Dr. S. K. Katiyar (Dean R&C)
9. Dr. Charu Parashar (Associate Dean PG&Ph.D.)
10. Dr. Tanveer Deshmukh, Professor, Civil
11. Dr. M. S. Chouhan, Professor, Civil
12. Dr. G. Dixit, Professor, Mechanical
13. Dr. R. M. Sarviya, Professor, Mechanical
14. Dr. A. Rahman (Chairman Energy Centre)
15. Dr. Siraj Ahmad, Professor, Mechanical
16. Dr. S. P. S. Rajput (Dean F&W)
17. Dr. Rajesh Gupta (HOD Mechanical)
18. Dr. Sanjay Shrivastava, (HOD, MSME)
19. Dr. Bharat Modhera, (HOD, Chemical)
20. Dr. R. K. Nema, Professor, Electrical
21. Dr. Yogendra Kumar (Dean (S&W)
22. Dr. Savita Nema, (HOD, Management Studies)
23. Dr. M. K. Gupta, Professor, Electronics
24. Dr. Aditya Goel, Professor, Electronics
25. Dr. Ajay Somkunwar, Professor, Electronics
26. Dr. R. K. Baghel (HOD)
27. Dr. Arvind Rajawat, Professor, Electronics
28. Dr. Kavita Khare, Professor, Electronics
29. Dr. Jyoti Singhai, Professor, Electronics
30. Dr. R. N. Yadav, Professor, Electronics
31. Dr. Meenu Chawala, Professor, CSE
32. Dr. R.K.Pateria (HOD)


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33. Dr. Saroj Rangnekar, Professor, Energy
34. Dr. Ashutosh Sharma, Professor, Architecture and Planning
35. Dr. Alka Bharat, Professor, Architecture and Planning
36. Dr. Anupama Sharma, (HOD, Architecture and Planning)
37. Dr. K. K. Dhote (COE)
38. Dr. Nakul Dhagat (Associate Dean UG)
39. Dr. M.M. Malik. (Chairman Nanocentre)
40. Dr. Rajnish Kurchania (HOD)
41. Dr. Savita Dixit (HOD)
42. Dr. Namita Srivastava
43. Dr. Madhvi Shakya (HOD)
44. Dr. Kiran Singh (HOD)
45. Dr. Amit Ojha, Dy COE
46. Dr. Manish Vishwakarma, Dy COE
47. Dr. Sanyam Shukla, Dy COE


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AGENDA POINTS:

Item S-24.2016-I-1	CONFIRMATION OF MINUTES OF XXIII SENATE MEETING HELD ON 13 th February 2016.
REPORTING ITEMS	
Item S-24.2016-I-2	EXTENSION OF ONE/TWO YEARS IN TIME PERIOD FOR FULL TIME/ PART TIME RESEARCH STUDENTS, WHO HAVE COMPLETED 5 YEARS/ 6 YEARS/7 YEARS IN SESSION 2015-16 FROM THE DATE OF REGISTRATION.
Item S-24.2016-I-3	PERMISSION TO INTERNAL FACULTY MEMBERS TO ACT AS GUIDE/CO GUIDE FOR THE CANDIDATES PURSUING Ph.D. DEGREE
AGENDA FOR DISCUSSION	
SECTION-I : Ph.D.	
Item S-24.2016-PhD-1	REVISION OF Ph.D. ORDINANCE
Item S-24.2016-PhD-2	MODIFICATION IN SRPC
Item S-24.2016-PhD-3	CONSTITUTION OF DRPC: MODIFICATIONS IN EXISTING Ph.D ORDINANCE
Item S-24.2016-PhD-4	NORMS FOR PAPER PRESENTATION /SHORT-TERM COURSES/ SEMINARS/ CONFERENCE/ WORKSHOP/ SYMPOSIUM ETC
Item S-24.2016-PhD-5	LEAVE RULES FOR Ph.D STUDENTS
Item S-24.2016-PhD-6	PH.D ADMISSION UNDER VISVESVARAYA PhD SCHEME
SECTION-2: PG	
Item S-24.2016-PG-1	REGISTRATION: PROPOSED MODIFICATIONS/ ADDITIONS IN EXISTING CLAUSES OF PG ORDINANCE
Item S-24.2016-PG-2	CLAUSE 4: STUDENT'S LEAVE RULES
Item S-24.2016-PG-3	NORMS FOR PAPER PRESENTATION /SHORT-TERM COURSES/ SEMINARS/ CONFERENCE/ WORKSHOP/ SYMPOSIUM/TECHFEST ETC
Item S-24.2016-PG-4	ADDITION OF 1 SUB-SECTIONS IN CLAUSE 7: CONSTITUTION OF DPPC
SECTION-3: UG	
Item S-24.2016-UG-1	PROPOSED MODIFICATIONS/ ADDITIONS IN EXISTING CLAUSES OF UG ORDINANCE:
Item S-24.2016-UG-2	PROPOSED NEW ADDITION IN UG ORDINANCE: NEW CLAUSES / SUB-CLAUSES
Item S-24.2016-UG-3	ADDITION OF 1 SUB-SECTION IN CLAUSE 9: DEPARTMENTAL UNDER GRADUATE PROGRAM COMMITTEE (DUPC)
Item S-24.2016-UG-4	PROJECT WORK EVALUATION COMMITTEE (PWEC)
Item S-24.2016-UG-5	CLAUSE 13: GENERAL INFORMATION
Item S-24.2016-I-4	NOMINATION OF 2 BOG MEMBERS
Item S-24.2016-I-5	RATIFICATIONS OF DECISION OF CHAIRMAN SENATE
Item S-24.2016-I-6	ANY OTHER MATTER WITH PERMISSION OF THE CHAIR.



Director and Chairman Senate, Dr. Narendra Chaudhari gave his opening remark, Dr. Anil Sharma, Dean Academic welcomed the august gathering and carried out the proceedings.

Item S-24.2016-I-1

CONFIRMATION OF MINUTES OF XXIII SENATE MEETING HELD ON 13th February 2016. The following resolutions were passed in the XXIII Senate meeting and were implemented as under:

1. 22nd Senate meeting was held on 14.11.2015. Minutes of this meeting were not prepared as well as not signed by the Chairman Senate so Agenda points which have been put in that meeting are still undecided. Some of that agenda has also been included in this 24th Senate meeting.
2. 23rd Senate meeting was held on 13.02.2016. This was a special meeting. Agenda was only related to Ph.D. Admission:
 - I. Ph.D Admission – Categories
 - II. Ph.D Admission Eligibility
 - III. RDC related
3. First 2 points of Agenda of 23rd Senate meeting is again put here in 24th Senate meeting for discussion.
4. **Last point regarding RDC is put up for confirmation.** Approved provisions is requoted here “RDC is to be completed within two years after joining Ph.D. degree programme. The purpose of RDC is to finalize the research topic and methodology SRPC Panel alongwith one external member of RDC will assess the work”.

Decision
<i>The minutes of XIII Senate Meeting held on 13th February 2016 were confirmed.</i>

REPORTING ITEMS:

Item S-24.2016-I-2

EXTENSION OF ONE/TWO YEARS IN TIME PERIOD FOR FULL TIME/ PART TIME RESEARCH STUDENTS, WHO HAVE COMPLETED 5 YEARS/ 6 YEARS /7 YEARS IN SESSION 2015-16 FROM THE DATE OF REGISTRATION.

S.No.	Name of the Candidate	Sch. No.	Date of Registration	Extension applied upto	Status
1.	Rajinder Silakari	093210003	29/12/2009	29/12/2016	Ongoing
2.	Kshipra Shingwekar	093213103	15/12/2009	15/12/2016	Ongoing
3.	Aradhana Hans	093210002	18/12/2009	18/12/2016	Ongoing
4.	Arti Jaiswal	093110001	18/12/2009	18/12/2016	Submitted
5.	Rajendra K. Dhattrak	093213106	21/12/2009	21/12/2016	Ongoing
6.	Ajay Kumar Singh	093216002	17/12/2009	17/12/2016	Ongoing
7.	Deepak Paliwal	093216004	22/12/2009	22/12/2016	Submitted
8.	Pravin Kumar	093216006	24/12/2009	24/12/2016	Ongoing
9.	R. M. Yadav	093215101	07/12/2009	07/12/2016	Ongoing
10.	Arun Patel	093111102	30/12/2009	30/12/2016	Submitted
11.	Indira Rawat	093214108	21/12/2009	21/12/2016	Submitted
12.	Saji T. Chaco	113213104	04/01/2011	04/01/2017	Ongoing
13.	Ashish Valuskar	093114102	08/12/2009	08/12/2016	Ongoing
14.	Amita Jain	113206107	14/01/2011	14/01/2015	Submitted
15.	Neetu Verma	093104101	14/12/2009	14/12/2016	Ongoing
16.	Soumya Dhawan	093104002	07/12/2009	07/12/2016	Ongoing
17.	Dhan Pratap Singh	113212103	04/01/2011	04/01/2017	Submitted

Decision

The decision of Chairman Senate is ratified and extension of one year is awarded to all candidates whose names appear above from S.No. 1 to 17.

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Item S-24.2016-I-3

PERMISSION TO INTERNAL FACULTY MEMBERS TO ACT AS GUIDE/CO GUIDE FOR THE CANDIDATES PURSUING Ph.D. DEGREE:

S.No.	Name, Designation and Address	Department/ Branch	Year of award of Ph.D Degree
1.	Dr. Rajat Soni	Architecture & Planning	March 2016
2.	Dr. Seemi Ahmed	Architecture	2016
3.	Dr. M.K. Chaudhary	Civil Engineering	Feb. 2016
4.	Dr. Raman Nateria	Civil Engineering	Dec. 2015
5.	Dr. Kamal Singh	Civil Engineering	December 2014
6.	Dr. Neeraj Tiwari	Civil Engineering	September 2015
7.	Dr. Priyanka Dhurvey	Civil Engineering	October 2015
8.	Dr. Jaytrilok Choudhary	CSE	January 2015
9.	Dr. Rajesh Wadhvani	CSE	January 2015
10.	Dr. Dharendra Pratap Singh	CSE	February 2015
11.	Dr. Namita Tiwari	CSE	February 2015
12.	Dr. Manish Pandey	CSE	July 2015
13.	Dr. Sanyam Shukla	CSE	December 2015
14.	Dr. Sweta Jain	CSE	December 2015
15.	Dr. Khetwat Saritha	CSE	January 2016
16.	Dr. Rishi Kumar Singh	Electrical Engineering	August 2015
17.	Dr. Suresh Gawre	Electrical	May 2016
18.	Dr. Laxmi Kumre	Electronics	March 2015
19.	Dr. O. P. Meena	Electronics	Dec. 2015
20.	Dr. Archana Soni	Energy	June 2015
21.	Dr. Meena Agrawal	Energy	January 2016
22.	Dr. Amit Suhane	Mechanical Engineering	January 2015
23.	Dr. Ajay Pandey	Mechanical Engineering	July 2015

Decision

Approval is accorded to above faculty members to act as Supervisor/ Co Supervisor for Ph.D. program in the Institute for the students admitted hereafter.

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SECTION-1: Ph.D

AGENDA FOR DISCUSSION:

Item S-24.2016-PhD-1

REVISION OF Ph.D. ORDINANCE

As per the decision taken in 41st BOG meeting held on 27.05.2015, the review committee was constituted by Director to review and revise the Ph.D. Ordinance. The committee including external member from IIT, Delhi has finalized the Ph.D. ordinance after considering the suggestions of HOD's of various departments. Some recommendations regarding Admission categories is put here.

Present Ph.D Ordinance contents 10 clauses i.e. 10.0 to 10.9

Clause 10.0 **Regulation for Doctoral programme (Ph.D. Degree):** This is just introductory clause. No change is proposed here.

Clause 10.1 **Admission:** Change in admission categories and eligibility criteria are proposed. Details of present provisions and proposed changes are given below:

PROVISIONS IN PRESENT ORDINANCE

Clause 10.1 Admission

At present there are 2 categories i.e. Full Time & Part Time.

Admission Categories			
S.No.	Admission Category	Experience/other requirement	Scholarship
1.	Full Time	Given in eligibility criteria.	With institute scholarship or scholarship awarded by QIP/CSIR/AICTE/UGC and other equivalent organizations.
2.	Part Time	Any employee working in regular position in any academic/ research / public sector organization duly recognized by MHRD/ AICTE/UGC/ Central Govt./ State Govt. or other reputed organizations approved by institutions. JRF working in any project of the Institute. Scientist working in Govt. of India research organizations who have more than 10 years of research experience.	NIL
All the admissions depend on only on availability of the guides.			

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Table-I: Proposed admission categories

Proposed admission categories			
S.No.	Admission Category	Experience/other requirement	Teaching Assistantship*
1.	Full Time research student	As given in Table –II below	All full time students are eligible for Teaching Assistantship* from the institute fund provided the institute has funds. The Assistantship is payable for a duration of 4 years or up to the thesis submission, whichever falls earlier with the rates as applicable and modified from time to time.
2.	Sponsored Full Time student with their workplace at their institute. **	1. The candidate who have 10 years of research related experience from government organizations, public sector and national level research Institute (ISRO, CSIR, DRDO, BHEL, etc) are permitted to register for Ph.D. programme as Full Time Ph.D. students with their work place recognized as Research Centre by MANIT, Bhopal through MOU. 2. A certificate from the employers that he will be relieved for the period of coursework and have research facility at their workplace in the chosen field of research. 3. GATE/NET is not essential. 4. However, they have to undergo the institute's selection procedure which includes written test and interview.	NIL
3.	Project Staff/ Junior Research Fellow (JRF) working under External funded Projects	1. Admission will through Institute process which includes written test and interview. 2. Project duration should be minimum 3 years and the project staff should be funded from the project after registration of Ph.D work for at least 2 ½ years. 3. GATE/NET/Any National Level qualifying test.	Student will get Assistantship through Projects or through QIP, CSIR, AICTE, UGC, DAE, DST, or any other equivalent institute/agencies. These students are not eligible for any financial support from the institute.
4.	Admission from M.Tech./M. Plan. to Integrated Ph.D Programme	M.Tech /M. Plan. students with CGPA 9.0 and above after completion of first year (without any fail grade in any paper of first year) would be considered for admission to Ph.D. through written test and interview.	All full time students are eligible for Teaching Assistantship* from the institute fund provided the institute has funds.
*Teaching Assistantship:- Students have to assist in teaching, research, or any other co-curricular activities as assigned by the respective heads of the Department to the extent of 8 hours of work per week and will continue subjected to satisfactory performance as teaching assistant.			
** Any proposal from industry is to be examined separately. Industry is required to sign MOU with MANIT.			
All the Ph.D admissions depend on availability of the Guides.			

Summary of proposed changes in clause 10.1

- Part time category abolished
- New category of sponsored Full Time student with their work place at their institute is being introduced.
- For JRF Category (S.No.3) Minimum duration of 3 years for the sponsored project is introduced.
- For all categories written test and interview is mandatory.

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PROVISIONS IN PRESENT ORDINANCE

Eligibility for Admission: part of 10.1

A candidate shall possess Master Degree in relevant area of research and should have passed with minimum 55%/CGPA 5.5 or equivalent

Eligibility for Admission: The eligibility for admission to Ph.D. in Engineering Faculty, Architecture and planning faculty, Science Faculty, and interdisciplinary areas. A candidate shall possess master's Degree in relevant area of Research and should have passed with minimum of 55% marks / (CGPA 5.5) or equivalent. The candidate with B.E./ B.Tech./ B.Arch./B.Plan qualification may be admitted directly to Ph.D programme subjected to following conditions:

- i. CGPA More then 8.5 or 85 % marks in UG Exam.
- ii. Extra course work to be completed during Ph.D programme.

MCA/Science/Humanities department may consider PG degree in relevant discipline approved by MHRD/AICTE/UGC. For Ph.D in a management studies, the candidate must have MBA degree or two years PGDM from Institutions recognized by MHRD/AICTE/UGC. The minimum requirement for all interdisciplinary departments/ centers shall be as decided by senate time to time. Candidate must have the final result of the qualifying examination and NOC in original from employer at the time of interview.

PROPOSED CHANGES IN ELIGIBILITY CRITERIA

Table-II: Proposed Essential Qualification

S. No.	STREAM	ESSENTIAL QUALIFICATION IN RELEVANT AREA
1.	Engineering	(i) Master degree in Engineering with minimum of 65% or CGPA 6.5, with GATE qualified.
2.	Sciences	Master degree in Sciences/ Engineering with minimum of 65%) or CGPA 6.5 AND NET/Gate qualified.
3.	Architecture and Planning	(i) Master degree in Architecture / Planning with minimum of 65% or CGPA 6.5 with GATE qualified.
4.	Humanities and Social Sciences	Master degree in Humanities / Social Sciences with minimum of 65% or CGPA 6.5 AND NET Score.
5.	Management	Master degree in Management /Engineering with minimum of 65% or CGPA 6.5 AND NET/GATE qualified.
6.	Computer Applications	Master degree in Computer Applications / Engineering with minimum of 65% or CGPA 6.5, AND NET/GATE qualified.

1. For reserve category students i.e. SC/ST/PWD a relaxation of 5% (0.5 in CGPA) shall be given.
2. Details on relevant area shall be spelt out by respective department.

Summary of proposed changes:

- GATE/NET qualification clause was in practice but was not part of ordinance.
- Minimum % in PG increased by 10% (1 CGPA) for eligibility for admission.
- 5% relaxation introduced for reserve category student.



Decision

The revisions suggested in Ph.D. ordinance was discussed and the following is resolved.

a. The admission categories proposed in Table-I was discussed and the categories 1,2, and 3 were approved.

b. The admissions in category form M.Tech to integrated Ph.D. programme at S.No. 4 of table was deferred.

c. The essential qualification requirement given in Table II is approved.

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Clause 10.2 COURSE STRUCTURE:

One change in extension procedure is proposed. No change in course credit requirement, procedure for failures in courses and failures in seminar has been made.

In present Ordinance Clause no. 10.2 is repeated as course structure as well as Research Supervisor. This might have occurred by mistake. So it is proposed to merge clause 10.2 mentioning Research Supervisor in 10.3 i.e. Eligibility of Research Supervisor.

S.N o	Existing	Proposed
1.	<p>10.2 Course structure: The complete Research Programme will be of minimum 3 years duration for all full-time candidates and 4 years duration for all part-time candidates. The maximum period allowed to complete the course is 5 years (for both full time & part-time), which may be extended to 7 years subject to approval of Senate.</p>	<p>15. Maximum Duration: 1. The period allowed for the submission of the Doctoral thesis is 5 years from the date of admission. This may be extended upto maximum 7 years subject to recommendations of DRPC to Dean (AA) and approval of Chairman Senate.</p>

Summary of changes:

1. A relaxation of 1 year in minimum duration may be given to teacher candidates subject to the approval of SENATE. **This provision has been deleted.**
2. Ph.D extension procedure is being changed. In place of "subject to approval of senate" it is changed to "recommendations of DRPC to Dean (AA) and approval of Chairman Senate".

Decision

The change suggested in obtaining permission for extension in time duration by Ph.D. students was approved.

Clause 10.3 ELIGIBILITY OF RESEARCH SUPERVISOR

EXISTING CLAUSE

10.2 Research supervisor

In each Department, applicants will be given the details of various research topics proposed by various faculty members for Ph.D. programmes at the time of selection so that they will have an opportunity to discuss those topics with the respective faculty members and thereafter, indicate their choice in order of preference. All selected candidates shall be assigned to Research Supervisor(s) at the time of selection by selection committee. The following guidelines should be followed in selection of research supervisors.

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- a) *Each external candidate shall have maximum one Supervisor from sponsoring organization where he is employed and one or two supervisor(s) at the institute.*
- b) *The research programme and the title of the research topic of a selected candidate shall be finalized by his Supervisor(s) after mutual discussion and approved by Students Research Programme committee (SRPC). Change of Supervisor(s) under exceptional circumstances shall be permitted on recommendation of the SRPC after obtaining the consent of (i) the candidate (ii) the present Supervisor(s) and (iii) the proposed Supervisor(s).*
- c) *If the Research programme and / or area of the work require modification due to this change, the there is a change in the Research programme and/ or title of the work, the registration date shall be revised, if found necessary.*
- d) *In the event research Supervisor leave the Institute on lien / sabbatical leave etc. justified under institute regulations and if he / she is the main guide he / she continues to be the main guide and has to opt a co-guide. If period of leave increases more than three years the co guide becomes the main guide.*
- e) *The candidate is not permitted to change the department where he/she has registered. At least one guide should be there in the concerned department of the student. However, student can opt co-guide from other department.*
- f) *At any given time the Maximum number of candidate of Ph.D. under a supervisor as guide or co guide in the institute or outside is FIVE In this regard an undertaking is to be furnished by the guide at the time of RDC. Further the chairman senate is empowered to allot more than five candidates to a supervisor depending upon his / her merit.*

10.3 ELIGIBILITY FOR RESEARCH SUPERVISOR

A permanent faculty of MANIT, Bhopal having at least three years of teaching experience and possessing Ph.D. shall be recognized as a Research Supervisor. External Guide 28 from other NITs, IITs and National level Research laboratories/Institutions may be associated as Co- guide only with due approval of the Director (Chairman Senate). The Department Research Programme Committee (DRPC) shall scrutinize the Bio-data of supervisor(s) and on its recommendation, the Dean (AA) shall issue a recognition letter to all such supervisor(s). In case of more than one supervisor(s) involved in guiding a student, then the recognition of the Co-Supervisor by the Institute shall be necessary and DRPC shall adopt the same procedure adopted for recognition of Institute Supervisors. However, in all cases for Ph.D. registration, one of the supervisor(s) shall be compulsory from the Institute.

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PROPOSED CLAUSE

The part of clause 10.2 and whole 10.3 is proposed to be renamed as SUPERVISOR. This proposed clause will have 4 sub-clauses.

10.3.0 SUPERVISOR

A supervisor is a Faculty member of department/Centre who mentors, advise, and deals in all Ph.D. related matters of a research scholar. A supervisor looks after the progress of research work on the chosen topic and provide technical guidance. Every student admitted to Ph.D. program shall be assigned a supervisor.

The supervisor is always from the parent department, if the student is registered in a department, whereas, in case of a student registered in the centre, the supervisor may be from other department/centre.

Every eligible supervisor can supervise maximum six candidates at any time. The number of INSTITUTE supported Ph.D. Students for any faculty members who is Ph.D supervisor shall normally not exceed three at any time. The supervisors should plan intake of institute supported Ph.D students in a phased manner, normally not exceeding one such student in an academic year. The Chairman DPRC shall furnish the information about the number of candidate each eligible supervisor has, and an undertaking in this regard is to be furnished by the guide at the time of admission. Further the Chairman Senate is empowered to allot more than six candidates to a supervisor depending upon his / her merit.

10.3.1 ELIGIBILITY AND ALLOTMENT OF SUPERVISOR

A permanent faculty of MANIT, Bhopal having at least three years of teaching experience and possessing Ph.D. degree is eligible to become Research Supervisor. If a faculty is nearing superannuation, he must have at least three years of service left at the Institute to act as supervisor.

A faculty having more than six candidates working under him at any point of time, will not be allotted any candidate, even if the said candidate is keen to work under him.

The allotment process begins by making available the details of eligible supervisor(s), area of expertise/ prospective research topics and the vacancy under him in each department at least 3-4 weeks prior to start of selection process on the Institute website. The prospective candidate can interact with the respective faculty in his area of interest and thereafter indicate their choice in order of preference. All selected candidate will be allotted supervisor based on the mutual interest of candidate and supervisor.

In case of students taking admission under sponsored category, he shall be allowed to take maximum one Supervisor from sponsoring organization where he is employed and one supervisor from the institute.

As an Institute policy, no candidate can avail guidance from more than three professionals, one out of them will act as main supervisor and essentially a faculty of the Institute. Rest two professionals may either belong to MANIT or may be from a research organization or Industry, provided they meet the eligibility criterion of being co-supervisor.

10.3.2 ELIGIBILITY AND ALLOTMENT OF CO- SUPERVISOR

Faculty from other Institutes (NITs, IITs, IISc, IIM, NID and other national level Research laboratories/organizations) or from the industry may act as co-supervisor, if he possesses doctoral degree. Professional(s) from research organization can act as co-supervisor, if he/she has:

- a. More than 10 years of research experience,
- b. Must have at least 03 years of service left before superannuation, and
- c. Must belong to area in which research scholar is working,
- d. Must have published at least 05 research papers in the international journal of repute.
- e. Must have 02 research paper to his credit if has been awarded national patent.

For external faculty or working professional to act as co-supervisor will have to register in the institute by submitting his/her Bio-data.

The Departmental Research Programme Committee (DRPC) shall scrutinize the Bio-data and Chairman DRPC will forward the same to Dean (AA) with comments/recommendation. Dean (AA) will put up it to Chairman Senate for approval or may be deferred to full senate in the event of ambiguity that demands discussion. The office of the Dean(AA) will issue an appointment letter if approved by Chairman Senate.

10.3.3 CHANGE OF SUPERVISOR

Change of Supervisor under exceptional circumstances shall be permitted as follows:

- a) In the event, the Supervisor leave the Institute permanently, a new supervisor from the research group shall be appointed by the Chairman DRPC after obtaining the consent of the research student.
- b) If the supervisor proceeds on deputation/lien / study leave/ sabbatical leave/ Child Care leave/any other leave for a period exceeding 6 months, he/she would no longer be able to act as supervisor. The co-supervisor (if available) will be elevated to become supervisor. In the event of being only supervisor of the candidate, the Chairman DRPC will appoint a new supervisor from the research group. The original supervisor may be allowed to solely supervise the student in case the newly appointed supervisor as well as Chairman DRPC permits.

- c) In the event the supervisor passes away, the co-supervisor (if available) will act as supervisor. In the event of being only supervisor of the candidate, the Chairman DRPC will appoint a new supervisor from the research group.
- d) At no point of time, a research student shall be allowed to include another faculty of the institute as co-supervisor. However, he may be allowed to include an eminent faculty from other institute such as IITs/NITs/IISc/IIM/ or any other national level research organization/labs as co-supervisor at the time of his/ her admission. Afterwards, no such addition shall be allowed.
- e) A faculty who is retired from the institute may continue to guide research student as supervisor if the student submits the thesis within six month of his/her superannuation. Chairman DRPC shall appoint a new supervisor from the research group in case the submission is not done within 6 months.
- f) If any faculty is on deputation/lien / study leave/ sabbatical leave/ Child Care leave at the time of admission of new batch for Ph.D and the candidate has opted that faculty as his/her choice of supervisor in these cases that faculty member is not permitted to supervise the candidate.

In every case of change of supervisor, the Chairman DRPC has to check the eligibility and availability of the new supervisor. The registration of research students should not be prior to the eligibility of co-supervisor accorded by the Senate.

If the Research plan or area of the work require modification due to the change of supervisor for any reason whatsoever, the change will be allowed by SRPC.

Summary of Proposed Changes:

Major changes has been proposed in present clause in view of Director's order no. F.No.11/10(1)/212 dt. 09.03.2015. This order is based on the XXI Senate meeting held on 14th Feb. 2015 reported to the BOG (2015-1)A3 and the BOG made following direction to implement "Only one guide from the Institute for a Ph.D. candidate is allowed. If co-guide is deemed necessary, he/she should be from outside the Institute".

Clause 10.4 PROCEDURES FOR ADMISSION

EXISTING CLAUSE

Application forms for Ph.D. will be available in Admission Section. Admission will normally be done once in each semester through advertisement/ notification. **The merit will be prepared by chairman, Senate based on test/ interview/ presentation / evaluation.**

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PROPOSED NEW ADDITION IN CLAUSE

Following addition is proposed in the present clause:

The written test shall only be qualifying criteria and the selection of qualifying candidate shall be based on the interview. The merit list will be prepared by Chairman Senate based on interview.

Justification: For proposing changes in 10.4

The highlighted portion of existing clause will be replaced by the proposed new addition in this clause.

Clause 10.5 PROCEDURES FOR REGISTRATION

EXISTING CLAUSE 10.5

If the candidate is found eligible to be registered in Ph. D., he/she should complete the course work in maximum of two semesters (i.e. in one years). After the completion of course work. A project proposal is to be submitted to SRPC. **The SRPC conduct a comprehensive viva voce examination and give permission to the candidate to continue the research work. There after SRPC meeting to be conducted to assess the progress of the work of the candidate in every semester. At the third year, Research degree committee (RDC) is formed with expert from outside to review the work and recommendation for the synopsis submission.**

PROPOSED CLAUSE

If the candidate is found eligible to be registered in Ph. D., he/she should complete the course work in maximum of two semesters (i.e. in one years). After the completion of course work. A project proposal is to be submitted to SRPC. **The SRPC will conduct its meeting and will give permission to the candidate to continue the research work subjected to the completion of requirement of course work given in clause 10.2 in existing ordinance.**

Summary of Changes in the Clause:

The highlighted portion of the existing clause has been deleted. The underlined portion has been added in this clause.

Clause 10.6 PLACE OF WORK, PROGRESS AND DURATION

EXISTING CLAUSE 10.6

Place of Research work will be MANIT, Bhopal. However on the recommendations of the supervisor (s) and SRPC, the institute may allow the Research work for the Ph.D degree to be partially or fully carried out at another organization duly approved for this purpose by the institute for part-time Ph.D students.

The external organization where a candidate wishes to carry out the Research work partially or fully shall have to be recognized by the institute before such work is undertaken, which will depend on the facilities available for proposed research work in that institute.

Change of status from part-time to full time or vice-versa will be subject to the approval of the senate. An external organization may be granted recognition by the SRPC as an approved place of work after inspection by a committee constituted by the chairman of Senate.

i. A particular candidate shall normally give the recognition only for the purpose of individual research project.

ii. The details of research facilities available in the organization shall be furnished by the candidate along with the application for admission to Ph.D Programme.

iii. The SRPC shall examine the details given and may decide either to ask for further information, if necessary, or even collect first hand information. Only when the SRPC is fully convinced about the adequacy of the research facilities, the institute shall be permitted to be used by the candidate at a fee prescribed by the institute.

iv. The RDC shall give the final approval for the submission of the thesis after the due consideration of the recommendations of the SRPC.

All candidates shall, after registration, submit through their supervisor(s), progress report of their work to the concerned SPRC twice a year in July/ January depending upon the date of their admission. In addition, all registered candidates must give at least one Seminar per year at the institute until they submit the synopsis. At the end of three years from the date of their admission, the DRPC shall review the candidate's progress in Course/ Seminar/ Approved Research programmed and shall forward the report to Dean (AA). The continuation of registration of all candidates is subject to satisfactory progress made by them. In the case of institute scholarship holders, the continuance of scholarship beyond 3 years and up to a maximum of 6 months will also be considered, subject to satisfactory progress made by them which will be assessed by Dean (AA) through the recommendation of SRPC. Every external candidate shall carry out a part study of his Research work residing at the institute for period, which shall be in no case less than one semester, including course work. Candidate sponsored by local/Government organizations may, on the basis of an application, recommended by SRPC, be exempted from stay on the institute campus. The organization has to certify that the candidate has been

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fully relieved of his normal duties/ granted leave during the period of the residential requirement. 30

External candidates will be provided with hostel accommodation only during the semester(s) in which the residential requirement is fulfilled, subject to availability. Every external candidate shall put-up at least 60 days of research duration with his guide at MANIT, Bhopal in every year. For all categories of candidates, the period of validity of their Ph.D. registration is 7 years. The candidate may submit their thesis before the end of this period. Any candidate who concurrently registers for any postgraduate degree at another organization shall be automatically de-registered at the institute. Research Scholars/ staff who has submitted the synopsis of thesis may be permitted to leave the institute by SRPC on recommendation and submit from outside within a period of six months. In case a candidate does not submit his thesis within six month from the date of submission of synopsis, his registration will be deemed to be cancelled.

PROPOSED CLAUSE

10.6 PLACE OF WORK

For Full Time research students as well as Project staff/ JRF working under external funded project, the place of Research work will be MANIT, Bhopal.

For Sponsored Full time student with their workplance at their Institute the institute will allow the Research work for the Ph.D degree to be carried out at another organization duly approved for this purpose by the institute. The recognition will depend on the facilities available for proposed research work in that institute.

An external organization may be granted recognition by the DRPC as an approved place of work after inspection based on the following criteria:

- I. The details of research facilities available in the organization shall be furnished by the candidate along with the application for admission to Ph.D Programme.
- II. The DRPC shall examine the details given and may decide either to ask for further information, if necessary, or even collect first hand information. Only when the DRPC is fully convinced about the adequacy of the research facilities it will grant the recognition.

Summary of Changes: Only work place requirement/recognition has been dealt. The other provisions regarding progress and duration has been dealt in clause no 10.2 and 10.7 of the proposed revision.

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Clause 10.7 THESIS EVALUATION

EXISTING CLAUSE 10.7

10.7 THESIS EVALUATION

Prior to the submission of the synopsis of the thesis, a comprehensive internal assessment of the Research work should be made by panel (RDC) appointed by Dean (AA) in consultation with a supervisor(s). The thesis may only be submitted if candidate publishes two peer reviewed papers with high impact factor or SCI journal of International repute or International journal with ISSN number

A panel consisting of two faculty members from the institute (one from the department and other from the outside the department) conversant with the field of Research work, supervisor(s) and an external member of Research degree committee (RDC) chaired by HOD of the department. shall asses the work. The candidate can submit the synopsis only when the RDC panel is satisfied about the quality of the work for submission as a Ph.D. Thesis.

The Convener of the RDC shall forward the panel's report to the Dean(AA)

Details of the pre-synopsis seminar shall adequately notified so as enable the interested staff members and students to attend the same.

The candidate shall submit the synopsis of his work at least one month before submitting the thesis. The synopsis written in the approved format shall be submitted to SRPC for consideration.

After approval by the SRPC five copies of the synopsis will be submitted to the Dean (AA) with the following certificates:

a. Certificate from the Convener SRPC that the prescribed course credits and related RDC viva are completed.

b. Certificate from the Convener SRPC that the prescribed seminar has been completed satisfactory.

c Certificate from the Research Supervisor stating:

i. That there is a prima facie case for consideration of the thesis,

ii. That the thesis does not contain any work which has been previously submitted for the award or any degree, and

iii. The extent of collaboration, if any

(d) Certificate from the Accounts section that there are no dues up to the date of submission of the synopsis.

The thesis shall be written in the approved format.

(a) The candidate shall submit four copies of the thesis to the Dean (AA) within the prescribed time limits, namely, not earlier than one month and later than six months from the submission of the synopsis.

(b) Along with the thesis, the candidate shall submit the requisite forms containing the authorization from the Research Supervisor(s) for submission of the thesis and a certificate from accounts section that there are no dues against the candidate.

Two external referees are chose by Senate Chairman from the set of panel of experts from IIT/NIT/IISc/ equivalent institute in India and a set of panel experts from abroad as recommendation by the SRPC and duly approved by the Dean (AA). In the set of panels at least five experts in the field of research is to be recommended.

The referees will evaluate the thesis on the following basis:

- i. A critical survey and evaluation of the quality and quantity of the work as embodied in the thesis.
- ii. Question, if any, to be asked or points to be clarified at the viva-voce examination, A definite recommendation as to whether the thesis is acceptable for the award of the degree of Doctor of Philosophy.

If referee in his report in not in a position to make a definite recommendation for the award of the degree, he should be requested to assist the Senate in deciding whether the candidate be required to make:

- i. Substantial revisions involving rewriting of one or more chapters without, however, doing any further Research work.
- ii. Completely rewrite the thesis if the thesis, though not acceptable in the present forms, reveals sufficient quality and quantity of work to warrant the candidate being given an opportunity for further Research work and/ or reinterpretation of results.

The copies of the referees" reports when received shall be confidentially made available to the Research Supervisor(s). the Research Supervisor(s) shall send comments on these reports for consideration by the DRPC.

- a. On the basis of the referees" reports and the Supervisor" comments thereon, the SPRC shall, recommend to the Senate Chairman whether the thesis be accepted for the viva-voce examination or be rejected or be referred again to a new referee.
- b. A thesis may be considered acceptable for holding the viva-voce examination if both the referees give positive recommendations, if one of them accepts and the other rejects the thesis, as it is, shall be referred to a third referee chosen from the panel of examiners by the Senate Chairman.
- c. Wherever a thesis is referred to a third referee the comments of the Research Supervisor point by point for the queries by the first two referees should also be reported to the senate.
- d. The senate shall, however, be the final authority in deciding whether the thesis be accepted for the award of the degree.

If the referees recommend acceptance of the thesis subject to minor modifications only, the thesis can be resubmitted only once after incorporating the modification, within a period of six months, the same referee(s) shall examine the thesis so resubmitted.

- a. A thesis rejected by two referees may be re-submitted after revision, not earlier than one year and not later than two years from the date of such intimation to the candidate by the Dean (AA). The thesis so resubmitted may be examined by the same referees or by new referees.
- b. Rejection of the thesis so resubmitted will disqualify the candidate from further consideration for the award of the Ph.D degree, in the topic of research chosen by him.

A candidate, whose thesis has been accepted for the award of Ph.D degree shall be required to defend his work at an open viva-voce examination conducted by a Board of Examiners at the institutes.

The Board of Examiners shall be appointed by the Senate Chairman and shall consist of:

- I. HOD of the department as Chairman
- II. A professor from outside the department
- III. A professor from the department
- IV. The Research Supervisor(s);
- V. One of the referees who evaluated the thesis, failing which an examiner from approved panel of examiners.

The Board of Examiners shall submit its report in the prescribed format to the Senate within 3 days after completion of viva-voce examination. The consolidated statement of the thesis and minutes of viva voce examination prepared by research supervisor (s), external examiner and chairman along with recommendation of DRPC is to be submitted for the Chairman Senate. After satisfactory completion of the viva-voce examination, the degree may be conferred upon the candidate after approval by the senate. If a thesis has been accepted but the candidate fails at the viva-voce examination, he may be permitted by the Senate Chairman to re-appear for viva-voce examination once again at a later date. The Recommendation of the board of examiners conducting the viva-voce examination shall be considered in taking a decision in this respect.

PROPOSED CLAUSE 10.7

10.7.0 Thesis Submission requirement/rules

Regular SRPC meetings evaluate the research work of the scholar on six monthly basis. If scholar at any point of time feels that he has done sufficient work and well prepared to take pre-thesis seminar, he may request supervisor to call SRPC meeting. On the request of the student a pre-thesis seminar can be organized and evaluated by SRPC after the completion of the research work. The scholar has to present his work in an open seminar and a draft copy of the synopsis must be submitted at least one week before the pre-thesis seminar to SRPC convener for onward transmission to all members of SRPC.

The pre-thesis seminar can only be organized if the student has published two research paper in SCI indexed journal / SCI Extended Journal.

The candidate can submit the Ph.D. synopsis only when the SRPC is satisfied with the quality of the work and research publication and recommends the work for submission.

The synopsis written in the approved format shall be submitted to SRPC for consideration. After approval by the SRPC, ten copies of the synopsis will be submitted to the Dean (Academic) with the following certificates:

- a) Certificate from the supervisor and coordinator DRPC that the prescribed course work, comprehensive examination, SRPC meetings, and RDC seminar are completed within prescribed time limit by the research scholar .
- b) Certificate from the Research Supervisor stating:
 - i. That there is a prima facie case for consideration of the thesis,
 - ii. That the thesis does not contain any work which has been previously submitted for the award or any degree, and
 - iii. The extent of collaboration , if any
- c) *Certificate from the Accounts section that there are no dues up to the date of submission of the synopsis.*
- d) The candidate shall submit four copies of spiral bound thesis printed on both side of the paper to the Dean (Academic) within the prescribed time limits, i.e., not earlier than one month and later than six months from the submission of the synopsis. The thesis shall be written in the approved format .
- e) If for some genuine reasons, scholar couldn't submit the thesis even after the elapse of six months after pre-thesis seminar, he/she may apply for extension only once for the period at the discretion of Chairman Senate.
- f) Along with the thesis, the candidate shall submit the requisite forms containing the authorization from the Research Supervisor(s) for submission of the thesis and a certificate from accounts section that there are no dues against the candidate.

10.7.1 Research Evaluation

A research student has to present his progress of research at regular intervals before various committees. The SRPC committees evaluate the research work of the scholar at regular intervals. The Table VIII below shows functioning of these committees along the timeline over the tenure of research scholar.

Table VIII: Evaluation Committees and purpose

Committee	Meetings on Timeline	Event	Purpose
SRPC	<i>During Coursework</i>	(i) Coursework Seminar -I, (ii) Coursework Seminar - II,	To Evaluate state of art seminar
	<i>Every six month after Registration</i>	(iii) Six monthly SRPC seminar	To monitor research progress
	<i>Just after the completion of research work.</i>	(ii) Pre-thesis Seminar Examination	To Evaluate quality and quantity of completed research work .
RDC	Within 02 years of admission	(i) RDC Examination	To evaluate research plan, Methodology and Progress of the work

10.7.2 Pre-Submission thesis Evaluation

The SRPC committee evaluates quality and quantity of completed research work. The SRPC meeting is convened by the supervisor on the request of research scholar. The SRPC committee will approve scholar's work, if it finds that work is substantial and supported by requisite number of quality publications as per clause 10.7.0.

Although, the pre-thesis seminar will be an open seminar and any faculty, research scholar and PG student may attend the same, yet SRPC committee will only evaluate the work.

10.7.3 Synopsis Submission

The Synopsis is a brief document that summarize research proposal, methodology and findings with list of publications. Upon recommendation by RDC committee, the research scholar will have to submit ten copies of synopsis in the prescribed format proforma within 01 month after the date of RDC meeting. The ten copies of synopsis shall be submitted by research scholar to HOD and chairman DRPC with following certificates:

- a) Recommendation of SRPC,
- b) Certificate from the supervisor that candidate has completed coursework with minimum credit requirements.
- c) Certificate from the Research Supervisor stating:
 - i. That there is a prima facie case for consideration of the thesis,
 - ii. That the thesis does not contain any work which has been previously submitted for the award or any degree, and
 - iii. The extent of collaboration, if any.

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10.7.4 Panel of Examiners:

Along with ten copies of synopsis and requisite certificates in clause 10.7.3, supervisor must propose and submit Panel of examiners that includes five referees from national level institutions such as IIT/NIT/IISc/ or equivalent institute/research organization in India and five from abroad. The five referees proposed from abroad should be from top 500 world ranking Universities /Institute or equivalent R&D organizations preferably non-Indian. The Panel of examiners is to be submitted in prescribed performa duly signed by supervisor and chairman DRPC, in confidential sealed envelope to AR (admission). The supervisor is also required to give an undertaking that field of expertise of the proposed referees is in line with the submitted research work by the scholar.

The AR (admission) will now keep one copy of synopsis for record and remaining 09 copies and panel of examiners will be forwarded to the office of Controller of Examination (COE), for onward submission to Dean (AA).

The Dean (Academic) will get two referees approved from the panel, one each from the set of Indian and foreign examiners from Chairman Senate and thereafter the approved referees name will be sent to office of COE. COE will send a copy of synopsis to both referees them with the request to evaluate Ph.D. Thesis. If by some reasons examiner declines to evaluate thesis, other examiners from the panel will be contacted by COE after getting due approval from the chairman senate. If no examiners from the panel agree to evaluate thesis, supervisor will have to submit a fresh panel of examiners.

10.7.5 Thesis Submission

Upon the recommendation of SRPC, a candidate may proceed for submission of his work in the form of thesis. The thesis report is a bonafide record of the work done by the research student that substantiate research achievement in the form of new design or principle, new technological development, new algorithm, new apparatus or new instrument, and must be written in the approved format/guidelines.

- a) The candidate shall submit four copies of **spiral bound thesis printed on both side of the paper** to the Dean (Academic) within the prescribed time limits, i.e., not earlier than one month and later than six months from the submission of the synopsis.
- b) Along with the thesis, the candidate shall submit the requisite forms containing the authorization from the Research Supervisor(s) for submission of the thesis and a certificate from accounts section that there are no dues against the candidate.

10.7.6 Thesis Evaluation Report

The thesis received in the office of COE will be forwarded to both examiners who had already accepted the invitation to evaluate research on the basis of synopsis. The examiners are supposed to submit report within eight weeks of receipt of thesis in the Performa provided by office of controller of examination.

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The report submitted by both the examiners must have any one of the following recommendations:

- I recommend that the thesis be accepted in its present form
- I recommend the thesis to be accepted, however the candidate has to clarify my queries at the time of Viva Voce examination.
- I recommend that the candidate modifies the thesis as per my suggestions and the modified thesis should be sent to me for re-evaluation.
- I do not recommend acceptance of this thesis for the reasons set out in detail in my report.

If the referees recommend acceptance of the thesis subject to minor modifications only, the thesis can be resubmitted only once after incorporating the modification, within a period of six months. The same referee(s) shall examine the thesis so resubmitted.

If one of the examiners accepts and the other rejects the work, the thesis shall be referred to a third referee from the panel of examiners, as approved by the Chairman Senate.

A thesis rejected by both the referees can be re-submitted after complete revision with incorporation of new results, not earlier than one year and not later than two years from the date of intimation of thesis rejection by the office of COE. The resubmitted thesis with complete revision and incorporation of new results may be sent again to the same set of examiners or to new set of examiners at the discretion of chairman Senate. Rejection of the resubmitted thesis again will disqualify the candidate and his registration will permanently be cancelled.

The defense viva-voce examination can only be held, if both referees give positive recommendations. The copies of the referee's report shall be confidentially made available to the Research Supervisor(s) and queries and revision sought by examiners will be intimated to scholar. The research scholar will make all corrections point wise and prepare response to all the queries. The revised thesis and scholar's response to queries will be submitted to the DRPC for review. Upon the recommendation of DRPC, the chairman DRPC may ask supervisor to arrange for defense viva-voce examination of the scholar at the date convenient to all examiners. At the time of defense the supervisor must ensure that the research scholar will submit two copies of the thesis printed both side in hard bound form to office of controller of examination.

10.7.7 Viva Voce Board Constitution

With positive recommendation from both the examiners, the research scholar shall have to defend his work at an open viva-voce examination conducted by a Board of Examiners. The Board of Examiners shall be appointed by the Chairman Senate and shall consist of:

- i. HOD of the Department/Center as chairman

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- ii. One of the referees who evaluated the thesis, failing which an examiner from approved panel of examiners.
- iii. The Research Supervisor(s);
- iv. SRPC members

10.7.8 Award of Doctoral Degree and Legal matters

The research scholar will have to defend his research work before the Board of Examiners. Subsequently, the board of examiners shall submit duly signed evaluation report with categorical recommendation in the prescribed format to the office of COE after completion of viva-voce examination.

If the recommendation of the board is positive, the controller of examination with due approval of Chairman Senate will issue a notification on the thesis title stating successful completion of all formalities by the research scholar on the date of defense, thus making him eligible for provisional degree of Ph.D. from the date of viva-voce examination. The doctoral degree will be conferred upon the candidate in the ensuing convocation after approval by the senate.

If a thesis has been accepted but the candidate is unable to defend his work before viva-voce board, he may be permitted by the Chairman Senate to re-appear for viva-voce examination at some later date decided by chairman DRPC and concerned supervisor. If he again fails to defend, he shall be declared unsuccessful and his candidature no more will be considered for award of doctoral degree and his status of research scholar will summarily be rejected.

Any legal issue arising out of the process will be dealt within the jurisdiction of court at Bhopal.

Justification: For proposing changes in 10.7

Present clause is quite exhaustive but it is written as continuous text matter. The same provisions with divisions in sub-clauses as well as in more structured and refined way is being replaced . These provisions have been recommended by the Review Committee.

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Item S-24.2016-PhD-2

Clause No. 10.8 MODIFICATION IN SRPC & RDC

EXISTING CLAUSE

S.No. 2 For Internal Expert member from department - One representative from the department possessing doctoral degree is the requirement.

Modification in Clause No. 10.8:

Modification in SRPC constitution for Each Candidate:

Internal expert from the department should be from same area of specialization in which candidate has proposed to work (subject to availability of expert from same area). If any SRPC member is on leave for less than six months, Supervisor will propose alternate faculty member for particular SRPC to Dean(AA) through concerned HOD. Dean(AA) will approve that temporary change only in case of exigencies i.e. SRPC of that student is being delayed for more than six months. If the SRPC member is on leave for more than six months or SRPC member is superannuated, concern supervisor has to initiate the process for the permanent change by suggesting two experts for his/her replacement as per the category of the member.e from the department or from the other department. Dean(AA) will approve the change.

Summary of proposed change:

1. The internal expert should be from same area of specialization in which candidate has proposed to work. Provisions for changes required in SRPC whether of temporary nature or permanent nature have been included.

Decision
<i>The modification in Clause No.10.8 was approved.</i>



MODIFICATION IN RDC (Research Degree Committee)

Proposed modifications in existing clauses of Ph.D Ordinance:

S. No.	Present clause		Proposed Clause	
1.	1	Chairman	HOD of concern department	1 Chairman HOD of concerned department
	2	Member	One expert from IIT / NIT/ IISc	2 Member One Professor/Associate Professor from IIT / NIT/ IISc
	3	Member	One representative from the Department	3 Members SRPC members
		Member	One representative from other Department	4 Coordinator Concerned Supervisor (s)
	3	Convener	Supervisor(s)	

Summary of proposed change:

Change is only in case of members. In place of One expert from IIT/NIT/IISc it is proposed to change to Professor/Associate Professor from IIT/NIT/IISc. In place of members at 3 and 4 in existing clause it is changed to SRPC members because SRPC members are monitoring the progress of research work from the beginning of the research work.

No change in the Functions of DRPC, SRPC & RDC has been made.

Decision

The constitution of RDC was discussed and the proposed structure of the RDC in above item was approved.

Item S-24.2016-PhD-3

10.9 CONSTITUTION OF DRPC (Department Research Programme Committee)

Change is only in number of members. **No change** in Constitution of RDC, Function of DRPC, SRPC & RDC has been made.

Proposed modifications in existing clauses of Ph.D Ordinance:

S. No.	Present clause		Proposed Clause	
2.	1	Chairman	HOD of concern department	1 Chairman HOD of concerned department
	2	Members	All the eligible Ph.D supervisors of the concern department	2 Members 3 to 5 faculty members nominated by concerned HOD.
	3	Convener	A member of DRPC selected by concern HOD.	3 Coordinator A member of DRPC nominated by concerned HOD.
				4 Member Concerned Supervisor (s)

Summary of proposed change:

- In place of all eligible Ph.D supervisors as members of DRPC, 3 to 5 faculty are kept members.
- All faculty Provision make the members 29-30 in some department which is very large.
- Concern supervisor as a member has been added. The word convener has been changed to Coordinator.

Decision

The constitution of DRPC was discussed and the proposed structure of the DRPC in above item was approved.

Existing Ordinance ends here. Three new sub-clauses are proposed to be added as given below:

Item S-24.2016-PhD-4

Clause 10.10 : This is new sub section 10.10 which is proposed to be added:

Norms for Paper presentation /short-term courses/ seminars/conference/ workshop/ symposium etc with funds from sponsored / consultancy projects (if available).

- i) Only full time Ph.D students can be considered for the reimbursement of registration fee for Paper presentation / short-term courses/ seminars / conference / workshop / symposium etc.
- ii) Department has to classify the conference as Tier-I/ Tier-II/Tier-III with justification.
- iii) The quality of publication is to be scrutinized by DRPC thereafter to be recommended to HOD concerned. HOD will recommend to Dean (Academic Affairs).
- iv) Student will get TA by Train upto third AC to travel in India and shall not be paid any lodging and boarding.
- v) Student can avail institute financial support from sponsored/consultancy Projects of his/her Supervisor only and it will be maximum once in an academic year.

Dean (Planning & Development) shall approve upto a maximum of rupees ten thousand for the same after recommendations from Dean (Academic).

Beyond rupees ten thousand Director's approval is required.

Decision

<i>The matter of addition of sub-section in clause 10 in Ph.D. ordinance was discussed and approved.</i>
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Item S-24.2016-PhD-5

Clause 10.11 : This is new sub section 10.11 which is proposed to be added.

Leave Rules for Ph.D Students:

Ph.D. students shall be governed by following leave rules with continued financial assistance:

- a) **Casual Leave:** 8 days per academic year (01 July - 30 June) as per MHRD order F.No.17-2/2014-TS-I dated 18 Feb.2015 or any subsequent changes from time to time.
- b) **Maternity Rule:** As per Government of India instructions available time to time for female candidates in all categories.
- c) **Academic leave:** For attending conference/seminar/symposium/field work or training program upto a maximum of 15 days in an academic year.

Decision

<i>The leave rules for Ph.D.students was discussed and the leave rules proposed at S.No. a,b, and c were approved.</i>
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Clause 10.12 : This is new sub section 10.12 which is proposed to be added.

10.12 Plagiarism Rules

The thesis report is a bonafide record of the work done by the research student and paper publication in Journal of National and International repute is mandatory requirement for award of Ph.D. degree. In either case, the content should not be reported as plagiarized beyond a certain proportion (maximum 08-12%) and scholar found guilty of it may be expelled from the institute. Plagiarism is a crime and brings defamation to supervisor, the Institute and student himself, hence must be desisted by every individual student.

Decision
<i>The Plagiarism rules for Ph.D.students was discussed and the proposed rule has been approved.</i>

Item S-24.2016-PhD-6

This is a new scheme:

Ph.D Admission under Visvesvaraya PhD Scheme

Dean (R&C) will coordinate this process.

These PhD candidates are expected to work in the areas of Network Security/ Embedded System/ Big Data/ IOT/ Electronics System Design and Manufacturing /Information Technology/IT Enabled Services.

5 Full Time & 15 Sponsored Full Time students with their workplace with their Institute.

Decision
<i>The Ph.D. Admission under Visvesvaraya Ph.D. Scheme was approved.</i>

SECTION-2: PG

PG ORDINANCE:

Item S-24.2016-PG-1

EXISTING CLAUSE

Clause 3 Registration:

- (i) Regarding payment of fees: No change
- (ii) Provisional registration : No change

Sub Clause 3.1: Late Registration No change

Following 4 sub clauses are proposed to be added in this clause no. 3:

PROPOSED ADDITIONS

Sub-Clause 3.2 Registration to higher classes

The registration in each semester should be taken as per the notification given by Admission section after paying the Institute Fees in the beginning of each semester with the prescribed time or else a fine of Rs. 2500.00 shall be imposed as late fee for next one week. Thereafter no registration shall be allowed.

Sub-Clause 3.3 The minimum CGPA should be 5.50

The students are permitted to go to Third Semester if he/she clears all the subjects of the first semester and in case of MCA students is permitted to register for Third year only if he/she clears all the subjects of the first, second and third semester.

Sub-Clause 3.4 Norms for Completion of course after a break for Job:

M Tech students are allowed to join Job with following conditions;

- 1) The course must be completed within the maximum period of four years from the date of admission.
- 2) The student must clear two semesters (1st year) before leaving the Institute.
- 3) The teaching assistantship must be discontinued from the date of leaving the Institute.
- 4) The students must register regularly in all semester along with semester fee.(i.e 1st semester to 4th semester or earlier)
- 5) An external guide as per Institute norms (if required) may be registered for thesis work.
- 6) The student has to submit No Objection Certificate from his/her employer at the time of registration in next semester.

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3.5 Norms for Re register:

- i. A student is continuously absent for one or more semester duly approved by the HODs. He/ She must re- register by paying additional Rs. 5000.00, to the eligible semester along with the semester fee. This is applicable to those students who have cleared first year of his/ her PG Course. However the maximum period will not be extended i.e. 4 years from date of admission.

Decision

The proposed modifications/ additions in existing clauses of PG Ordinance were approved.

Item S-24.2016-PG-2
EXISTING CLAUSE

Clause 4: Student's Leave Rules

This clause contents 5 sub clauses as given below:

10.3 Vacation and Casual Leave

(i) A postgraduate student may be allowed vacation leave during any period of the Institute's vacation or during the mid-semester break up to a maximum of 15 days per semester, subject to a maximum of 8 days at a time. Leave not availed in one semester may be carried over to the next semester up to a maximum of 15 days. (ii) In addition, a student may be allowed casual leave for up to 5 days per semester to the condition that such leave will not be allowed for longer than 3 days at a time. The casual leave cannot be combined with any other kind of leave, and will not be carried over. (iv) There will be no loss of financial assistantship for students going on vacation or casual leave.

10.4 Medical Leave:

Leave on medical ground, duly supported by a medical certificate, may be granted to a student up to 8 days per semester. Unavailed leave may be carried over to the next semester up to a maximum of 8 days. However, at a stretch, the medical leave shall not exceed 15 days. Such leave shall not entail any loss of financial assistantship.

Addition in Clause 4:

MHRD Order No. F.No.17-2/2014-TS.I dated 18th February, 2015.

Leave and other entitlement benefits:

The ME/M.Tech/MS/M.Des. are eligible for casual leave. Participation in any scientific event/workshop in India and Abroad will be treated as duty. Maternity leave as per govt. instructions time to time will be available to female candidates.

Leave Rules for PG Students:

PG students shall be governed by following leave rules with continued financial assistance:

- a) **Casual Leave:** 8 days per academic year (01 July - 30 June) as per MHRD order F.No.17-2/2014-TS-I dated 18 Feb.2015 or any subsequent changes from time to time.
- b) **Maternity Rule:** As per Government of India instructions available time to time for female candidates in all categories.
- c) **Academic leave:** For attending conference/seminar/symposium/field work or training program upto a maximum of 15 days in an academic year.

Decision

The Students leave rules as per MHRD Order were approved.

Item S-24.2016-PG-3

Existing Clause: There is no clause regarding this item at present in our ordinance.
This is new sub section 5.1 which is proposed to be added.

Addition of 1 Sub-section in Clause 5 in PG Ordinance:

Norms for Paper presentation /short-term courses/ seminars/conference/ workshop/ symposium etc with funds from sponsored/ consultancy projects.

- i) Only full time PG students can be considered for the reimbursement of registration fee for Paper presentation / short-term courses/ seminars / conference / workshop / symposium etc.
- ii) Department has to classify the conference as Tier-I/ Tier-II/Tier-III with justification.
- iii) The quality of publication is to be scrutinized by DPPC thereafter to be recommended to HOD concerned. HOD will recommend to Dean (Academic Affairs).
- iv) Student will get TA by Train for sleeper class to travel in India and shall not be paid any lodging and boarding.
- v) Student can avail institute financial support from sponsored/consultancy Projects of his/her Supervisor only and it will be maximum once in an academic year.

Dean (Planning & Development) shall approve upto a maximum of rupees ten thousand for the same after recommendations from Dean (Academic).

Beyond rupees ten thousand Director's approval is required.

Decision

The Addition of 1 Sub-section in Clause 5 in PG Ordinance was approved.

Director

Chairman senate

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Item S-24.2016-PG-4

Existing Clause: There is no clause regarding this item at present in our ordinance. **This is new sub section 7.1 which is proposed to be added.**

**Addition of 1 Sub-sections in Clause 7:
Departmental Post Graduate Program Committee
Constitution of DPPC:**

1	Chairman	HOD of concerned department
2	Members	4 to 7 faculty members nominated by concerned HOD.
3	Coordinator	A member of DPPC nominated by concerned HOD.

Responsibilities of DPPC :

The Departmental Post Graduate Programme Committee (DPPC) is responsible for the following:

1. Supervision and conduct of lecture, tutorial and practical classes
2. Supervision and conduct of midterm exam, class tests, quizzes, practical tests, end semester examination, thesis work, seminar and project presentation and ensuring its quality
3. Monitoring of quality of instructions to students
4. Appointment of supervisors of M.Tech./M.Arch. candidates
5. Admission related matters in PG programmes at departmental level
6. Monitoring the quality of research
7. Proposing and implementing new courses and programs as approved by Senate/BOG
8. Recommending for release/continuation of teaching assistantship on monthly basis.
9. Attending to the problems of students and advising, counseling them in academic matters.
10. To recommend the cases of M.Tech./M.Arch. students for continuation/ extension/ termination/cancellation of programme
11. Acting as Student Grievance Committee for PG students at department level.
12. Any other work assigned to it by Dean (Academic Affairs)/Senate

The DPPC is expected to have its meeting regularly and to keep record of its decisions.

Decision
<i>The Addition of 1 Sub-section in Clause 7 in PG Ordinance was approved.</i>

Director

Chairman senate

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SECTION-3: UG
UG ORDINANCE:

Item S-24.2016-UG-1

Proposed modifications/ additions in existing clauses of UG Ordinance:

S.N	Present clause	Proposed Clause
1.	<p>Sub-sections are not numbered Clause No. 5: Admission to higher classes:</p> <p>Modification in the fine is proposed which presently is Rs. 100/-. This is proposed to bring importance of registration of semester in time.</p> <p>To be deleted from present clause.</p>	<p>Sub-sections are to be numbered as 5.1 & 5.2 Sub-Section 5.2 of clause 5: Registration to higher classes: The registration in each semester should be taken as per the notification given by Admission section after paying the Institute Fees in the beginning of each semester with the prescribed time or student can register within next 10 working days on payment of late fees of Rs. 2500/-. Thereafter no registration shall be allowed.</p>
2.	<p>10.2 Absence during Midterm examination A student who has been absent from a Midterm examination due to illness and other contingencies may give a request for makeup examination within two weeks after the Mid-term examination to the HOD with necessary supporting documents and certifications from authorized personal. The HOD may consider such request depending on the merits of the case, and after consultation with the course instructor, may permit the makeup Mid-term examination for the concerned student. Unauthorized absence (i.e. absence without due permission) may result in termination of the student's programme by the senate in addition to loss of financial assistance for the entire period of such unauthorized absence (s) or part thereof. Students are expected to complete their programme without any break. However, for bonafide reason students may be granted leave of absence from the programme. But such absence (s) shall ordinarily not exceed two semesters with or without break.</p>	<p>Inclusion in the Clause No 10.2 Mid Term Continuous evaluation for any missed semester/ Ex students (Supplementary) will be held during summer vacation to accommodate continuous evaluation marks (40/60). Student can apply to concerned Course coordinator & HOD concerned, for only one semester at a time. Mid Term Continuous evaluation method will be decided by course coordinator in consultation with HOD. The above shall be applicable only for those students who had been awarded F/I grades in the semester (Not for improvement).</p>
3.	<p>8.3 Credits, Grades, Semester and Cumulative Grade Performance Average B.Tech, B.Arch and B.Plan : For promotion in next higher class, required Cumulative Grade point average (CGPA) at the end of even semester is 4.0 and final Grade point average, CGPA for completion of course is also 4.0. To be deleted from present clause.</p>	<p>The students are permitted to go to third year (i.e Vth /VIth semester) if he/she clears all the subjects of the first year (i.e Ist & IInd semester), fourth year (i.e VIIth/VIIIth semester) he/she clears all the subjects of the first & second year and in case of Architecture fifth year (i.e IXth/Xth semester) he/she clears all the subjects of the first, second & third year.</p>

Decision

The Proposed modifications/ additions in existing clauses of UG Ordinance is approved.

Director

Chairman senate

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Item S-24.2016-UG-2

Existing Clause: There is clause named registration. No provision regarding following 3 sub clauses is there. So these are the new additions in clause 7.

Proposed new addition in UG Ordinance: New clauses / sub-clauses

S.No.	Proposed Clause
1.	<p>7. Registration: Addition of 3 Sub-sections in Clause 7: This is being practiced since last three years as per order F.No 11/10(1)/468 dated 17/12/12. Hence this may be incorporated in the Ordinance.</p> <p>7.1 Rules for Change of Branch : 1 Program change is allowed only at the end of first year The following regulations apply for change of program at the end of first year, i.e. end of the 2 semester.</p> <p>a) A student is eligible to apply for change of branch/discipline at the end of first year only, provided he/she satisfies the following criteria:</p> <p>i) CGPA \geq 8.50 (Gen & OBC Category) For CGPA \geq 8.00 (SC, ST & PWD Category) ii) Candidate should have no F and /or I grade</p> <p>b) Change of the discipline will be permitted strictly in the order of merit as determined by their CGPA at the end of first year subject to the limitation that</p> <p>i) The actual number of students in the third semester in the discipline to which the transfer is to be made, should not exceed the sanctioned strength and, ii) The strength of the discipline from which transfer is being made does not fall below 90% of existing strength.</p> <p>c) If student of a particular branch does not get change in Branch A, due to (a) and (b) above, then, the student of lower CGPA from any other branch will also not get change to Branch A.</p>
2.	<p>7.2 Norms for Refund of Fee</p> <p>i. The respective counseling rules shall prevail during the counseling period.</p> <p>ii. After the counseling if someone cancels his /her admission at any point of time and if the seat remains vacant. No fees shall be refunded except for Caution money and mess charges (as applicable).</p>
3.	<p>7.3 Registration fees deferment</p> <p>In deserving cases, particularly students receiving an external scholarships or a bank loan, the institute may permit registration with deferment of payment of fees beyond the date notified by Academic Section. Students has to submit all the relevant documents regarding scholarships/ bank loan before the last date of registration to the Admission Section. In these cases students has to submit nominal fees of Rs. 5000/-</p> <p>If a student's fails to pay the fees before the declaration of results, his/her results will remain withheld and he /she will not be in a position to register for n next semester unless specifically approved by the Chairman Senate.</p>

Decision

The Proposed modifications/ additions in existing clauses of UG Ordinance is approved.

Director

Chairman senate

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Item S-24.2016-UG-3

Existing Clause: There is no clause regarding this item at present in our ordinance. This is new sub section 9.1 which is proposed to be added.

Addition of 1 Sub-section in Clause 9:

1. Departmental Under Graduate Program Committee

Departmental Under Graduate Program Committee (DUPC):

Constitution of DUPC:

1	Chairman	HOD of concerned department
2	Members	4 to 7 faculty members nominated by concerned HOD.
3	Coordinator	A member of DUPC nominated by concerned HOD.

Responsibilities of DUPC:

The Departmental Under Graduate Committee (DUPC) is responsible for the following:

1. Supervision and conduct of lecture, tutorial and practical classes
2. Supervision and conduct of midterm exam, class tests, quizzes, practical tests, end semester examination, seminar and project presentation and ensuring its quality.
3. Monitoring of quality of instructions to students.
4. Proposing and implementing new courses and programs as approved by Senate/BOG.
5. Attending to the problems of students and advising, counseling them in academic matters.
6. To recommend the cases of B.Tech./B.Arch./ B. Plan. students for continuation/ extension/ termination/cancellation of programme.
7. Acting as Student Grievance Committee for UG students at department level
8. Any other work assigned to it by Dean (Academic Affairs)/Senate

The DUPC shall ensure that all the provisions given in UG Ordinance are adhered to and implemented. While considering an issue if the Ordinance does not specifically mention something, the same shall be forwarded to Dean (Academic Affairs) through HOD for its consideration. The DUPC is expected to have its meeting regularly and to keep record of its decisions.

Decision

The proposed Addition of 1 Sub-section in Clause 9 is approved.

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Item S-24.2016-UG-4

Existing Clause: There is no clause regarding this item at present in our ordinance. This is new sub section 9.2 which is proposed to be added.

Project Work Evaluation Committee (PWEC)

Constitution:

- a) Project Coordinator
- b) Project Co-coordinator
(Appointed by HOD by rotation for one year)
- c) Respective project supervisor(s)

Functions :

- i Allotment of Major Project
- ii Review and Evaluation of Major Project

Decision
<i>The constitution of PWEC was approved.</i>

Item S-24.2016-UG-5

Existing Clause: There is clause named general information at no. 13. It contains health services, tutor Guardian scheme, student council etc. No provisions regarding following 3 sub clauses is there. So these are the new additions in clause 13.

Clause 13: General Information:

Addition of 1 Sub-section in Clause 13 in UG Ordinance:

13.1 Norms for Paper presentation /short-term courses/ seminars/conference/ workshop/ symposium etc with funds from sponsored/ consultancy projects.

- i) Students can be considered for the reimbursement of registration fee for Paper presentation / short-term courses/ seminars / conference / workshop / symposium etc.
- ii) Department has to classify the conference as Tier-I/ Tier-II/Tier-III with justification.
- iii) The quality of publication is to be scrutinized by DUPE thereafter to be recommended to HOD concerned. HOD will recommend to Dean (Academic Affairs).
- iv) Student will get TA by Train for sleeper class to travel in India and shall not be paid any lodging and boarding.
- v) Student can avail institute financial support from sponsored/consultancy Projects of his/her Supervisor only and it will be maximum once for his/her UG Programme.

Dean (Planning & Development) shall approve upto a maximum of rupees ten thousand for the same after recommendations from Dean (Academic).
Beyond rupees ten thousand Director's approval is required.

Director

Chairman senate

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Addition of 1 Sub-section in Clause 13 in UG Ordinance:

13.2 Exchange programme for UG Students/ Internship (within India and aboard)

Order No AS/2015/B.Tech/3124 dated 24/11/2015. A committee is to be formed to review the existing order and suggest suitable norms to Chairman Senate.

Addition of 1 Sub-section in Clause 13 in UG Ordinance:

13.3 Approving and authorized signatory :

Sl.No	Item Description	Approval By	Issue of Orders
1.	Policy Matters	Senate	Dean Academic
2.	Admission notice, procedure, selection etc	Director	Chairman Admission
3.	Sanction of Admission	Chairman Admission	A.R (Admission)
4.	Cancellation of Admission & Refund	Chairman Admission	A.R (Admission)
5.	Registration, Re-registration, Examinations	Dean Academic	A.R (Admission)
6.	Extension for completion within the maximum limit (after gap)	Dean Academic	A.R (Admission)
7.	Paper presentation/seminar/ workshop, leaves, Internship, exchange programme etc	Dean P&D	A.R (Admission)
8.	Scholarship/fellowship	Dean Academic	A.R (Admission)
9.	Late submission of registration / exam form with fine	Dean Academic	A.R (Admission)
10.	Decision on all Fees, Fee waiver, Fine, Fine waiver etc	Director	Dean Academic
11.	Bonafide Certificate	After semester registration	Superintendent Admission
12.	Scholarship Forms/Provisional Degree/Railways concession/		A.R (Academic)
13.	Student Exchange Programme	Director	Dean Academic
14.	Character Certificate		Dean SW

Decision

The amendments suggested in the Clause 13 of UG Ordinance were approved.

Director

Chairman senate

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Item S-24.2016-I-4

Nomination of 2 BOG Members:

As per Clause 11 (f) in NIT Act 2007, 2 faculty members (1 Professor & 1 Assistant Professor/Lecturer) are to be nominated to Board of Governors by the Senate. Here Assistant Professor may be read as Associate Professor and Lecturer may be read as Assistant Professor as per new nomenclature.

Decision
<i>The name of Dr. M K Gupta, Professor, Electronics and Dr. Dheeraj Agrawal, Assistant Professor, Electronics were proposed by Prof. Sushil Mittal for nomination as members of Board of Governors. These name were seconded by Dr. Jyoti Singhai and Dr. R K Baghel. The proposal of nomination of two members was approved by the senate.</i>

Item S-24.2016-I-5

Ratifications of decision of Chairman Senate:

On the recommendations of Deans committee Chairman Senate has approved 40% cut off in written test for Ph.D Admission 2015 process. This decision may be ratified.

Adoption of BOG Decisions:

The XXI Senate meeting held on 14th February 2015 reported to the BOG-40 (2015-1)/A3 and the BOG made following direction to implement:

1. There is no extension for the Ph.D. students beyond 7 years and after 7 years, there is no re-registration.
2. Only one guide from the Institute for a Ph.D candidate is allowed. If co guide is deemed necessary, he/she should be from outside the institute. This provision shall be applicable to all registrations from 01st July, 2016.
3. The Part Time Ph.D Candidate are not allowed to become the full time candidate.

Decision
<i>The matter of cut off in written test conducted for Ph.D. admission 2015 as 40% recommended by Deans Committee and approved by Chairman Senate was ratified. The decisions of 40th BOG, BOG-40(2015-1)/A3 was adopted by the senate.</i>

Director

Chairman senate

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Item S-24.2016-I-6

ANY OTHER MATTER WITH THE PERMISSION OF CHAIR

Decision

The matter of internship of post graduate students was discussed. A subcommittee is constituted consisting of Dr. Meenu Chawala, Dr. Jyoti Singhai and Dr. R. K. Nema to resolve the issues. The Committee can opt for more members if required. The committee will submit its report within a time period of one month.

Director

Chairman senate

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