NATIONAL INSTITUTE OF TECHNOLOGY
ROURKELA-769 008 (ORISSA)

Minutes of the 5th meeting of the Senate of the Institute held at 8.30 A.M. on 28-05-2004 in the Senate Hall of N.I.T., Rourkela.

Members present:

1. Prof. S.K.Sarangi, Director and Chairman of the Senate
2. Prof. Ajay Chakrabarty, Professor, E&ECE,IIT,Kharagpur.
3. Prof. G.C.Mitra,IIT,Kharagpur
4. Sri M.P.Srivastava, Director, IIPM,Kansbahal
5. Prof.R.C.Behera, Dean (Academic Affairs) and Professor Met. and Mat. Engg.
6. Prof. G.Panda, Dean(Administration) and Professor, E.& I.E.
7. Prof. A.K. Panda, Professor, Met. & Mat. Engg.
8. Prof. N. Kavi, Prof.& Head, Mech. Engineering
9. Dr. S..Adak, Head, Ceramic Engg.
10. Prof. K.K. Mishra, Pofessor & Head, Civil Engg
11. Prof. S.K. Rath, Professor & Head, CSEA
12. Prof. J.K. Satpathy, Professor & Head, Electrical Engg.
13. Dr. B.K. Pal, HOD, Mining Engineering
14. Prof. B.K. Rath, Professor, Civil Engg.
15. Prof. A.Ray, Professor and Head, Mathematics
16. Prof. B.Pradhan, Professor & Head, Chemistry
17. Mrs.S.Mohanty, Head, Humanities Deptt.
18. Prof. U.K.Mohanty, Professor and Head, Central Workshop
19. Prof..P.C.Panda, Professor, Electrical Engg.
20. Prof. G.S.Agarwal, Professor, Met. and Mat. Engg.
21. Prof. B.K. Nanda, Professor, Mechanical Engg.
22. Prof. A.Behera, Professor, Mathematics
23. Prof.M.Panda, Professor, Civil Engineering
24. Prof. A.K. Pradhan, Professor, Civil Engg. & COE
25. Prof. K.C. Biswal, Professor, Chemical Engineering
26. Prof. S.K. Agarwal, Professor, Chemical Engineering
27. Prof. K.M. Purohit, Professor, Chemistry
28. Prof. N. Roy, Professor, Civil Engineering
29. Prof. N.R. Mohanty, Professor, Civil Engineering
30. Prof. P.K. Nanda, Professor, Electrical Engineering
31. Prof. K.K. Mohapatra, Professor & Head, EIE Dept.
32. Prof.(Mrs) K.L. Roy, Professor, Math.

33. Prof. D.G. Sahoo, Professor, Math

34. Prof. A.K. Pattjoshi, Professor, Met. & Mat. Engg.

35. Prof. B.B. Biswal, Professor & Head, Training & Placement

36. Dr. S.K. Patel, Project Officer, Nodal Centre

37. Er. S.K. Upadhyay, Registrar & Secretary, Senate.

2004-05-Senate-01 : Welcome to the members:

Director   welcomed all the members to the 5th Senate and specially introduced and welcomed the following new members of Senate.

Sl. No.	Name	Department
1.	Prof. Pradip Rath	Chemical Engg.
2.	Prof. K. C. Biswal	Chemical Engg.
3.	Prof. S.K. Agarwal	Chemical Engg.
4.	Prof. B. Pradhan	Chemistry
5.	Prof. K.M. Purohit	Chemistry
6.	Prof. J.K. Pani	Civil Engg.
7.	Prof. N.R. Mohanty	Civil Engg.
8.	Prof. N. Roy	Civil Engg.
9.	Prof. A.K. Pradhan	Civil Engg.
10.	Prof. K.K. Mohapatra	E & IE
11.	Prof. P.K. Nanda	Electrical Engg
12.	Prof. R.N. Das Choudhury	Electrical Engg.
13.	Prof. (Mrs.) K.L. Roy	Math.
14.	Prof. D.G. Sahoo	Math.
15.	Prof. A.K. Patjoshi	Met. & Mat. Sc. Engg.
16.	Prof. U.K. Mohanty	Met. & Mat. Sc. Engg.
17.	Prof. B.B. Verma	Met. & Mat. Sc. Engg.
18.	Prof. S. Panigrahi	Physics
19.	Prof. B.B. Biswal	Training & Placement
20.	Er. S.K. Upadhyay	Registrar & Secretary, Senate

2004-05-Senate-02: **Confirmation of the minutes of the previous meeting held on 12th February, 2004.**

Since no comments have been received from any members on the accuracy of recording, the minutes of the 4th meeting of the Senate were confirmed.

2004-05-Senate-03: **Actions taken:**

Action taken on the decision of 4th Senate was reported by Dean (AA) .

2004-05-Senate-04: **Presentation of results of 2nd, 4th, 6th & 8th Semester April, 2004 B.Tech. results.**

The C.O.E. presented the results of 2nd and 4th Semester (New Pattern) and 6th & 8th Semester (old pattern) which were recommended by UGPEC on 27.05.2004 and provisionally approved by the Chairman Senate pending final approval of the Senate. He also presented the list of successful candidates who will be graduating in the year, 2004.

The Senate approved the results and list of successful candidates. Arising out of discussion the following decisions were taken:

i) The Chairman, Senate was authorized to approve the results of two withheld cases of sessional failure after the Controller of Examination receives the final reports from Head CSEA and Head Mining and places them to the Chairman Senate.

ii) The 1st year students who would secure a CGPA less than 5.5 or would not satisfactorily clear 45 credits (2/3rd of the credits of 1st and 2nd semester taken together) taking into account the 1st and 2nd semester examination and their supplementary will be given an option to (a) either repeat the 1st year (special consideration of 5th Senate or (b) to leave the Institute (as per regulation).

It was further decided to make necessary modification in U.G. regulation based on the 2nd decision.

iii) The Controller of Examination reported that results of a few students were withheld due to non receipt of grades. The Senate authorized the Chairman to examine and approve such cases and to report the results to the Senate in its 6th Meeting.

iv) The Controller of Examination further reported that as soon as the Post Graduate examination (M.Tech., M.C.A. & M.Sc.) grades/ marks will be sent by Heads, the PGPEC meeting will be called and the results will be recommended for approval of Chairman, Senate.

2004-05-Senate-05: **Report of the committee constituted by Dean(AA), as per resolution of 4th Senate for reduction of credits and updating course structure and introducing more electives in the U.G. curriculum.**

The Senate went through both the recommendations of the Committee formed by the Senate for updating U.G. course structure and the suggestion of Director, deliberated at length and took the following decision:

I)   The following 1st year (first and second semester) course structure was approved.

First Semester:

Subject	L T P	Credit
1. English/ Psychology	3 – 0 – 0	3
2. Mathematics-I	3 – 1 – 0	4
3. Physics (2 options)	3 – 1 – 0	4
4. Chemistry (2 options)	3 – 1 – 0	4
5. Basic Electrical Technology/ Basic Electronics	3 – 1 – 0	4
6. Physics/ Chemistry Lab.	0 – 0 – 3	2
7. Basics of Computing / Programming & Data Structures	0 – 0 – 3	2
8. Drawing (including brief introduction to Computer graphics)	0 – 0 – 3	2
9. Workshop Practice-I	0 – 0 – 3	2
	15 – 4 – 12 (31)	27
10. Physical Education. (Outside normal class hours)	0 – 0 – 3	2
Total =		29

Second Semester:

Subject	L T P	Credit
1. Psychology/ English	3 – 0 – 0	3
2. Mathematics-II	3 – 1 – 0	4
3. Advanced Physics/ Advance Chemistry	3 – 1 – 0	4
4. Engineering Mechanics	3 – 1 – 0	4
5. Basic Electronics/ Basic Electrical Engg.	3 – 1 – 0	4
6. Chemistry/ Physics Lab.	0 – 0 – 3	2
7. Programming & Data Structures/ Object oriented programming	0 – 0 – 3	2
8. Computer aided Machine Drawing	0 – 0 – 3	2
9. Workshop Practice-II	0 – 0 – 3	2
	15 - 4 – 12 (31)	27
10. Physical Education (outside normal class hour)	0 – 0 –3	2
Total =		29

3

II)   The above approved course structure will be effective from 2004 – 2005 (i.e. for the students admitted in July,2004).

III)   The modified Syllabus as per above course structure will be worked out by respective DAC's and will be submitted to Dean (AA)'s office by 20th June, 2004 (by concerned Heads). The details will be discussed in the UGPEC meeting whose recommendation will be approved by the Chairman, Senate for implementation as decided above.

IV)   The DAC's of the UG Depts will work out the course structure from 3rd – 8th semester with the guideline of keeping $1/3^{rd}$ of the subjects as core subjects, $1/3^{rd}$ departmental electives and $1/3^{rd}$ as free (inter departmental) electives.
        The DAC - suggested course structure and detailed syllabi will be discussed in UGPEC whose recommendation will be placed to the Senate for approval.

V)   The revised course will be effective for the batches admitted in July, 2004.

VI)   The new Lab. Topics suggested by Head, Central Workshop were accepted. The Head Workshop was asked to implement this at the earliest.

VII)   Subjects suggested by the Head, Humanities and Social Science, such as (a) Engineering Communication and Personal Management (b) Managerial Economics (c) Foreign Language Course (French / German) for incorporating as electives in higher semesters were accepted in principles. The Engineering Departments were advised to keep them as open electives in 2nd , 3rd and 4th year level

2004-05-Senate-06 :   **Academic Calendar for the Session 2004-2005.**

The proposed academic Calendar for the session 2004-2005 of Agenda Note was approved with two changes .

The Technical Festival will be held on 05.11.2004 & 06.11.2004 (Friday & Saturday) instead of on 01.11.2004 & 02.11.2004 and the comprehensive long tour will be from 17.12.2004 to 01.01.2005 (Friday to Saturday) in stead of from 01.12.2004 to 17.12.2004.

The approved Academic Calendar is given in **Annexure – A.**

2004-05-Senate-07 : **Modification of B.Tech. Regulation.**

The modification suggested in the B.Tech regulation is approved as reported below:

a) Clause – 9.3 ii) (a) will be completely replaced by

"Appearing both at the Mid - Semester and End Semester examination in the theory component of a subject is compulsory.

Normally, if a student fails to appear in the Mid – Semester examination without any valid reason he / she should get zero for that component. If such case is examined and cleared as per Clause 9.3 ii) (b), the student will be permitted to sit for Alternative Mid – Semester, which will be conducted by the Departments as per convenience.

Similarly, if a student fails to appear in the End Semester examination he / she will be assigned **'F'** grade in that subject. Such student can appear at supplementary examination but is entitled to one grade less (Rules for Supplementary examination-**Appendix-VI** of regulation) unless exempted as per clause 9.3 ii) (b)".

**Clause- 9.3 ii) b –Suitable modification of clause 9.3 ii) b will
be done by inserting the following:**

If a student misses the mid semester examination due to illness/ family calamity/ participation in co-curricular or extracurricular activities outside the Institute with sponsorship of the Institute, his/ her case will be treated in similar way as in case of non-appearance in End Semester examination.

2004-05-Senate-08: **Modification of M.Tech. (Res.) Regulation.**

The following sentence from clause 6.2 of M.Tech. (Res.) regulation is decided to be dropped.

"A Faculty member can serve in at best two such Committees".

2004-05-Senate-09: **Relaxation of minimum course credit requirement - appeal by some faculty Ph.D. scholars.**

The following is approved for relaxation of course credit requirement. For the Institute teacher candidates with M.Tech./ M. Phil degree obtained earlier than 8 years ago and who have enrolled or will enroll for Ph.D. degree in future for Ph.D. degree in the same discipline and for other scholars (with M.Tech, M.Phil or M.Sc. degree) who have enrolled before 12.2.2004, the course credit requirement as per Clause 7.2 is not compulsory and is left to the DSC of that scholar for final decision.

2004-05-Senate-10   **Relaxation of 2 years experience as mentioned for sponsored candidates in a special scheme of CSIR's GATE qualified J R F.**

Research students holding designation of JRF. SRF or similar fellowship and sponsored by Govt. organizations (e.g. CSIR Lab.) are exempted from 2 years experience requirement. They must be selected through national competition and must qualify in GATE or similar tests. Ph.D. regulations may be amended accordingly.

2004-05-Senate-11   **Eligibility criteria for admission to M.Tech. in Computer Science.**

After long deliberation it was decided that the eligibility criteria for admission to M.Tech degree in Computer Science will be Degree in any branch of Engineering or MCA with GATE score in Computer Science and Degree in Computer Science/ Engineering with/ without GATE score (However, without GATE score, a student will not be eligible for scholarship).

2004-05-Senate-12   **Eligibility criteria for admission to M.Tech. (Res.) in Computer Science.**

In the eligibility criteria for admission to M.Tech (Res.) in Computer Science, MCA degree is added to the existing list.

2004-05-Senate-13   **Continuing Education Rules, Procedures and Forms.**

After a brief introduction by the Director about Continuing Education Programme, the Continuing Education programme, Rules, Procedures and Forms as put up in Agenda note   was recommended to be approved by Board of Governors of N.I.T., Rourkela. The approved rules are given in **Annexure – B**.

It was decided that these rules will be followed with immediate effect.

2004-05-Senate-14   **Rules for Students' Travel for Seminar, SAC activities and Study Tour.**
The rules for students travel and other activities as put up in the agenda note were approved and given in **Annexure-C**

2004-05-Senate-15   **Mode of Selection for Admission to M.Tech. Programmes.**
It was decided that the selection for admission to M.Tech programmes in Engineering will be continued to be done as per M.Tech. regulation Clauses – 2.4 a), b) and c).

2004-05-Senate-16   **Relaxation of 2 years service experience at the sponsoring institute for Ph. D. admission under Sponsored Category.**

It was decided that status quo will be maintained as regards experience requirement for sponsored candidates to be admitted to Ph.D. degree. However, after registration the scholar may be given the benefit of submitting earlier to the stipulated date as per Ph.D. regulation Clause -9.1.

2004-05-Senate-17   **Presentation of status positions of Ph.D. Scholars.**

The detailed status report of 28 Ph.D. scholars who have enrolled at N.I.T., Rourkela and 11 Ph.D. scholars whose registration has been transferred from Sambalpur University to N.I.T., Rourkela was noted.

2004-05-Senate-18   **Report on Disciplinary Cases.**

The Senate noted the cases of 25 students who have been awarded different punishments by Standing Disciplinary Committee.

2004-05-Senate-19   **Any other item with permission of the Chair.**

1) **Extending the facilities of showing the End Semester Answer scripts to the students of present 3rd & 4th year (Old pattern)**

    The proposal was not accepted.

2) **Course Structure for M.Tech. in Transportation Engineering.**

The proposed course structure for "M.Tech. in Transportation Engineering" proposed by Department of Civil Engineering was accepted in principle with a note that more number of electives should be introduced.

3) **Guidelines for smooth conduct of examination and timely publication of results:**

a) All Sessional evaluations are completed before start of End Semester Examination. Instead of holding a final Viva voce/ Practical examination separately at the end of sessional courses, these can be organized and completed during the normal class hours.

b) In case of multi-teacher Lab. Classes, one senior teacher will be the Co-ordinator of the team. The Controller of Examination will have correspondence only with the Co-ordinator of the team. The team with the Co-ordinator will be nominated by Head of the Department in consultation with DAC.

c) When the courses are taught by adjunct/ visiting/ guest faculty/ teaching assistant, there must still be a single teacher in charge who will be responsible for smooth conduct of course. The course teacher will be the Paper Setter and Examiner. He may, with consent of HOD, take assistance of the colleagues who are actually taking the classes (adjunct/ visiting/ guest faculty/ teaching assistant).

d) As the same teacher is instructor, paper setter and examiner, the present system of involving DAC and examination sub-committee for appointment of Paper Setter & Examiner may be discontinued. The

HOD will only send the list of examiners to the Office of the Controller of Examination.

e)   In special circumstances, when the subject teacher is not available for paper setting and or evaluation due to some problem or other (such as treatment for prolonged illness, resignation, self disqualification on the ground of near relative being in the class etc.), the HOD will appoint a substitute teacher for paper setting and evaluation and inform Dean(A.A.) and Controller of Examination.

4)   Leave & Attendance rule for Under-graduate students:

The following leave and attendance rule was approved. This will replace Clause 6.2 and 6.3 of U.G. regulation.

i)   A student can be granted leave up to a maximum of 5 working days (Class days) in a Semester by the concerned Head of the Department for any personal / Academic / SAC ground. Any such sanction will be noted in a register kept in the department office. Once the leave is granted, the student can show the HOD's approval to concerned subject teachers, so that this leave period will not be counted as absence. The subject teachers will note it in the attendance register and return the original to the student. [They, however, have a discretion to ask for a Xerox copy for their records].

ii)   Similarly a student can be granted Medical Leave up to a maximum of 7 days in a Semester by the Institute Doctor(s) on medical ground. Likewise, the student has to show the medical prescription slip to concerned subject teacher who will mark as Medical Leave (M.L.) against the attendance.

iii)   For leave beyond this period due to prolonged illness or for participation for any national or international activities, the leave up to one month can be granted by Dean (A.A.) with due recommendation of Institute Doctor (if it is medical ground) or of Head of the Department if it is other than medical ground.

Similar post sanction procedure has to be followed as above.

iv)   For any leave beyond one month Director's sanction is necessary with due recommendation of Institute Doctor/ HOD. All such leave applications should be routed through Dean (A.A.).

v)   All the above are considered as leave and not to be considered as absence.

vi)   Absence in a subject without sanctioned leave is not permitted. If a student's absence is such that the course teacher feels that his/ her preparation is not adequate to sit in the final examination, he may recommend to the Controller of Examination to debar the student from sitting in the end- semester examination. He, may, if he thinks fit, permit the student to sit in the Supplementary examination. In that case the student will be awarded one grade point less than what he scores, but not lower than a P grade.

vii)   A student may be given mess rebate (in units of one day) by the Superintendent for days of approved leave and <u>permission to leave station.</u> For this purpose he must produce the approval by the HOD before the Superintendent of his Hall and submit a Xerox copy if the Superintendent so desires.

viii)   No sanction of leave by HOD is necessary if a student wants to leave station over weekend or holidays and no mess rebate is admissible for such absence.

5)   Re-designating "Physical activity" as Physical Education.

The proposal was approved.

The meeting ended at 2.00 p.m. with thanks to the Chair and all members.

(Prof. S.K. Sarangi)   **(Prof. R.C. Behera)**
Chairman, Senate   **Dean (Academic Affairs)**