

**THE XVth MEETING
OF
SENATE**

**NATIONAL INSTITUTE OF TECHNOLOGY
MEGHALAYA**

MINUTES

DAY : Friday

DATE : 03/08/2018

***VENUE: The Conference Room
NIT Meghalaya
Shillong***

NATIONAL INSTITUTE OF TECHNOLOGY MEGHALAYA**Minutes of Fifteenth Meeting of the Senate held on 03.08.2018**

The XVth Meeting of the Senate of NIT Meghalaya was held on the 3rd of Aug 2018 at 10:00 a.m. in the Conference Room of the Institute at Bijni Complex, Shillong and the following members were present:

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| 1. Professor B.B. Biswal, Director, NIT Meghalaya | - Chairman |
| 2. Professor N. C. Shivprakash, Professor, IISC Bangalore | - Member |
| 3. Professor (Mrs.) M.P.R. Lyngdoh, Former Principal, Shillong College | - Member |
| 4. Prof. A. Bhattacharjee, Dean(R&C), NIT Meghalaya | - Member |
| 5. Prof. G. Panda, Dean (Faculty Welfare), NIT Meghalaya | - Member |
| 6. Prof. H. C. Das, Mechanical Engineering, NIT Meghalaya | - Member |
| 7. Dr. A. Dandapat, Dean (Academic Affair), NIT Meghalaya | - Spl. Invitee |
| 8. Dr. D. K. Sarma, Dean (Planning & Development), NIT Meghalaya | - Spl. Invitee |
| 9. Dr. Atanu Banerjee, Dean(SW), NIT Meghalaya | - Spl. Invitee |
| 10. Dr. Supriyo Das, HoD, Electrical Engineering, NIT Meghalaya | - Spl. Invitee |
| 11. Dr. D. S. Roy, HoD, Computer Sc. and Engineering, NIT Meghalaya | - Spl. Invitee |
| 12. Dr. B. Sarkar, HoD, Mechanical Engineering, NIT Meghalaya | - Spl. Invitee |
| 13. Dr. M. L. Patton, HoD, Civil Engineering, NIT Meghalaya | - Spl. Invitee |
| 14. Dr. A.S. Roy, HoD, Chemistry, NIT Meghalaya | - Spl. Invitee |
| 15. Dr. K. Senthilkumar, HoD, Physics, NIT Meghalaya | - Spl. Invitee |
| 16. Dr. M. Saha, HoD, Mathematics, NIT Meghalaya | - Spl. Invitee |
| 17. Dr. Ch.V. Rama Rao, HoD, ECE, NIT Meghalaya | - Spl. Invitee |
| 18. Mr. B. N. Choudhury, Registrar, NIT Meghalaya | - Secretary |

The other members, Prof. P.K. Basu, Prof. P. Majumdar, Dr. P. Bharali and Prof. P. Mahanta could not attend the meeting due to prior commitments. Leave of absence was hence granted.

At the outset, the Chairman welcomed the members and the Special Invitees to the Fifteenth Meeting of the Senate then agenda of the meeting were taken up.

Item No. 1: Confirmation of the Minutes of the XIVth Meeting of the Senate of NIT Meghalaya held on 18.04.2018.

The Fourteenth Meeting of the Senate of the Institute was held on 18.04.2018 in the Conference Room of the Institute. The minutes of the meeting were circulated amongst the members of the Committee for their comments/ observations. The Senate was requested to consider confirming the minutes.

R1/SENATE-XV/18: *The Senate **Resolved** to **Confirm** the minutes of the XIVth Meeting of the Senate as presented.*

Item No. 2 : Action Taken Report on the decision of the XIVth Meeting of the Senate.

The actions taken on the decisions of the Fourteenth Meeting of the Senate were presented before the members.

R2/SENATE-XV/18: *The Senate **Noted** the **Actions Taken** on the resolutions of the XIVth Meeting of the Senate.*

Item No. 3: List of B.Tech, M. Tech, M.Sc and PhD Students Qualifying for Award of Degree.

The list of the fifth batch of 114 B. Tech. candidates along with 8 from previous B.Tech batches, third batch of 55 M.Tech candidates, second batch of 30 M.Sc candidates and 4 PhD candidates who completed the requirements of the programme in June this year were presented before the Senate for approval. The list is enclosed in **Annex-I (A)**.

R3/SENATE-XV/18: *The Senate **Resolved to Recommend** the lists of eligible candidates to the Board of Governors for approval for award of degree in the 5th Convocation of NIT Meghalaya.*

Item No. 4: Nominees for the Institute Gold Medals:

The list of 10 students eligible to receive the Institute Gold Medals from B. Tech, M. Tech & MSc Programmes were presented to the Senate. The list is enclosed in **Annex-I (B)**.

R4/SENATE-XV/18: *The Senate **Resolved to Recommend** the 10 listed candidates from B. Tech, M. Tech and M. Sc Programmes to the Board of Governors for approval of award of the Institute Gold Medals in the upcoming Convocation.*

Item No. 5: Nominees for President's Gold Medal

As per the Ordinance-V, among the successful candidates of the outgoing batch the candidate with the best all round performance is to be awarded President's Gold Medal. Based on the selection criteria stipulated in the Ordinance, Dean (SW) has started the process.

Once committee recommends the names it will be placed before the Senate before next convocation.

Senate Deliberated on the matter and suggested to review the Ordinance-V and to keep a cut-off CGPA of 8.5. The weight on academics shall be 60% and other extracurricular activities 40%.

R5/SENATE-XV/18: *The Senate **Noted** that the names of eligible President Gold medallists will be presented in the next Senate Meeting. The Senate also suggested to constitute a committee to review the Ordinance-V. Recommended committee members are (i) Prof. H. C. Das (ii) Prof. A. Bhattacharjee and (iii) Dean (SW).*

Item No. 6: Branch Change Criteria

Presently, the Institute has been allowing Branch Change to 1stYear students based on the following criteria:

- 1) Minimum 8.00 CGPA up-to 2nd Sem.
- 2) No branch will have lesser than 75% of the sanctioned strength after branch change.
- 3) No branch will exceed the sanctioned strength of students in a branch.

The students are notified to apply for Branch Change after the 2nd semester results and a Selection Committee scrutinizes the applications and recommends the selected list to the Director.

This year, nine B.Tech 1st year students applied for branch change but following two applicants were eligible and fulfilled the conditions.

Sl.No.	Student ID	Name of Applicant	Current Discipline	Choice 1	2nd sem CGPA	Requested for Branch Change	Strength in the selected branch after Branch Change
1	B17CE021	NEERAJ CHAUHAN	CE	EE	8.11	EE	31
2	B17CE032	JASWANT ARYA	CE	CS	8.33	CS	29

It was decided that notification may be made for change of branch.

Further, Branch Change has not been included in the Academic Ordinance of the Institute but has become an annual academic activity. The Senate was requested to kindly recommend including Branch Change in the Academic Ordinance.

R6/SENATE-XV/18: (i) *The Senate **Resolved to Approve** the inclusion of Branch Change in the Academic Ordinance of the Institute with the following criteria:*

- 1) Minimum 8.00 CGPA up-to 2nd Sem without any backlog.
- 2) No branch will have lesser than 80% of the sanctioned strength after branch change.
- 3) No branch will exceed the 10% of the sanctioned strength of students in a branch.

(ii) *The Senate also **Approved** the two shortlisted students, as presented above for Branch Change in Autumn Semester 2018.*

Item No. 7: Appeal for Grade Change Option

Existing

E. 13. Students Appeal Committee: Each department shall have a Students Appeal Committee constituted by the Director with three faculty members of the department. In case a student is not satisfied with the explanation given by the teacher on the grade assigned to him/ her in a course, he/ she may approach the Students Appeal Committee with his/ her grievance. The committee shall look into all the aspects of evaluation and take the decision on the grade to be awarded.

Proposed:

E. 13. Appeal for Grade change: In case a student is not satisfied with the grade awarded to him/her in a course, he/ she may apply to Dean (AA) with his/

her grievance within 15 days from the date of starting of immediate next semester after publication of result. Based on the merit of the case, Dean (AA) shall ask the concerned HoD for re-evaluation or justification/explanation by the concerned faculty member of his/her Department. The report of the faculty along with the comments from the HoD will be placed before the concerned PEC. PEC's recommendation will be forwarded to the Senate Chairman for approval.

The Senate deliberated and considered the proposal for approval for amendment in the Ordinance.

R7/SENATE-XV/18: *The Senate **Resolved to Approve** the proposed amendment for grade change.*

Item No. 8: Departmental Core Courses for PhD programme.

DAC of different Departments of the Institute prepared the syllabi of a 700 level courses as advised by the Senate in its 13th Meeting and presented before the Senate for approval to offer the courses to the PhD scholars in their respective Departments. The courses are:

1. CE 701: FUNDAMENTALS OF CIVIL ENGINEERING (3-0-0: 3)
2. CS 701: ADVANCED DATA STRUCTURES AND ALGORITHMS (3-0-0: 3).
3. EC 701: CONCEPTS OF ELECTRONICS AND COMMUNICATION (3-0-0: 3)
4. EE 701: COMPUTER METHODS IN ELECTRICAL ENGINEERING (3-0-0: 3)
5. ME 701: MEASUREMENT SYSTEMS IN MECHANICAL ENGINEERING (3-0-0: 3).
6. CH 701: ANALYTICAL METHODS IN CHEMISTRY (3-0-0: 3)
7. PH 701: CHARACTERIZATION TECHNIQUES AND NON-EQUILIBRIUM THERMODYNAMICS (3-0-0: 3).
8. MA 702: ANALYSIS (3-0-0: 3)

R8/SENATE-XV/18: *The Senate **Resolved to Approve** the courses as presented.*

Item No. 9: Joint PhD programme with National Labs such as TIFR, DRDO, BARC, ISRO

Integration of Technical Institutions like NITs with the National Labs:

As per the directions of MHRD, integration of NITs with the national labs such as TIFR, DRDO, BARC, ISRO etc. may be driven by ideas which would end up with specific discoveries. Institutes have hence been directed to analyze their potential and requirement of associating with CSIR labs and propose an annual action plan for the year 2018-19. The scope of the association should include visiting Professor positions to the senior Scientists in the CSIR labs, Joint PhD guidance by Institute faculty and senior scientists and offering Ph.D Programme to the employees.

The Senate discussed the matter and considered the proposal for approval.

R9/SENATE-XV/18: *The Senate **Resolved to Approve** the Integration of Technical Institutions like NITs with the National Laboratories as proposed. The Senate also suggested Dean (R & C) to constitute a committee comprising of one faculty from each Department to make an action plan.*

Item No. 10: Part Time PhD programme for Industry people, Corporate and faculty of senior colleges.

Institute proposes to introduce part-time PhD programme for Industry people, Corporate and faculty of senior colleges (Polytechnique & Junior college are not to be included) where PhD is a requirement.

Ordinance: Will be governed by PhD regulation of the Institute.

Candidature: Only Industry people, Corporate and faculty of senior colleges or people from Research and Development Organizations are eligible for admission to this programme. The candidate should have a minimum experience of five years.

Admission:

- (i) **Qualification:** Same as applicable to full time PhD candidates.
- (ii) **Notification for Ph.D. admission:** The notification for admission to the Ph.D. programme shall be published through the Institute website. Advertisement will be once in a year preferably before the beginning of the Academic Year.
- (iii) **Admission Procedures:** Candidates shall apply as per the advertisement guidelines along with a copy of sponsorship certificate.

The applications received by the academic office shall be sent to the concerned chairpersons of the DRCs for scrutiny. The respective DRC shall scrutinize the applications based on the criteria as advertised and as per the decision of the Institute, shortlist the candidates and call them for a test (written and/or oral as decided by the DRC/CRC).

A selection committee constituted by the chairperson, DRC shall conduct the test and recommend a panel of candidates for admission which shall be sent to the Director for approval. Selected candidates shall be intimated by the academic office for getting themselves admitted to the Ph.D. programme.

Course work: Candidates under this category shall be exempted from classes. However, they need to earn a minimum of nine credits through course work as recommended by DRC. Such courses shall be through self study mode or guided study mode.

Ph. D Registration: A PhD candidate shall register himself/herself as per PhD regulation.

Monitoring the Progress of Research: It is same as full time candidate and as

per PhD regulation.

Period of candidature: The maximum period of candidature shall be 8 years from the date of admission/enrolment. Minimum time for thesis submission for part time candidate is 3 years and maximum 8 years from the date of registration.

Fellowship: Sponsored candidates are not entitled to receive any fellowship from Institute.

Approval of the title of thesis and pre-submission seminar: As per existing PhD regulation.

Examination of thesis: As per existing PhD regulation.

Award of Ph.D. degree: As per existing PhD regulation.

The Senate deliberated on the introduction of Part time PhD programme proposal and agreed for approval.

R10/SENATE-XV/18: *The Senate **Resolved to Approve** the proposal for Part Time PhD Programme for Industry people, Corporate and faculty of senior colleges, as presented.*

Item No. 11: Part Time M.Tech Programme.

NIT Meghalaya Introduced part-time M.Tech programme in 2017 which was approved by Senate vide resolution no. R4/Senate-XI/17. For the academic year 2018-19, admission has not been taken under this category. It is proposed to withdraw the existing part time M.Tech programme guidelines. However Institute proposes a new guideline for part time M.Tech programme.

New guidelines and rules for part time M.Tech programme are placed at **Annex-II**.

The Senate deliberated on the Part time M.Tech Programme and agreed to the new guidelines and rules as proposed in Annex-II for approval.

R11/SENATE-XV/18: *The Senate **Resolved to Approve** the proposal for Part Time M. Tech Programme as presented.*

Item No. 12: Selection of PhD/PG scholar(s) through selection drive in reputed Institutes/Universities.

NIT Meghalaya recognizes the importance of creating opportunities for aspiring young learners to gain entry into the exciting arena of scientific research. Campus selection process is conceived to meet this need. The objective of this drive is to put promising young graduate/undergraduate students from diverse

disciplines on the fast-track mode of cutting edge technological research in order to prepare them to participate in the process of nation building.

Proposed Eligibility Criteria:

- PG students from NITs and other selected Universities or Colleges who are among the top five rank holders (CGPA not less than 7.5) in the department at the end of 3rd semester.
- B.Tech students from NITs and other selected Universities, who are among the top five rank holders (CGPA not less than 8.0) in the department at the end of their third year.

Proposed Admission Procedure

A committee of senior faculty headed by Dean (AA) shall visit various selected campus. A presentation on Institute, Institute's research facilities and activities will be made before the aspiring students. Committee will select meritorious and desirous students for M.Tech and PhD programmes. A detailed guideline may be prepared by Dean (AA) in this regard with the approval of Chairman, Senate.

Scholarship Eligibility: Scholarship eligibility for M.Tech and PhD will be as per MHRD norms.

The Senate was requested to consider the proposal for approval.

R12/SENATE-XV/18: *The Senate **Resolved to Approve** the proposal for the selection of PhD/PG scholar(s) through selection drive in reputed Institutes/Universities. However the Senate also suggested formulating the modalities to be presented before Senate.*

Item No. 13: Reporting Items

The Senate was briefed about the Institute Day Celebration which took place on the 2nd of May 2018. Also, a summary of 2018 training and placement were presented indicating 72% placement of students with CGPA 6.50 and above.

R13 (a)/SENATE-XV/18: *The Senate **Noted** the reporting items as presented.*

Item No. 14: Ratification of Results of Spring Semester 2018

The Results of the Spring Semester, 2018 was published on 28th of May 2018. Results were prepared by Result Maintenance Committee and reviewed by Programme Evaluation Committees (PGPEC and UGPEC). The recommendation of PECs was approved by the Senate Chairman. A summary of the results were tabulated in percentage format and presented as advised by the Senate in its 14th meeting.

R14 (a)/SENATE-XV/18: *The Senate **Resolved to Ratify** the result analysis of Spring Semester 2018, as presented in the Agenda.*

Item No. 15: 400 and 500 level courses for B.Tech and M.Sc programme.

DAC of different Departments of the Institute prepared the syllabi of a 400 level and 500 level courses for B.Tech and M.Sc programme. The courses are:

CE 435: Fluid Dynamics and Fluid Machines (3-1-0: 4)

ME 439: Industrial Engineering (3-0-0: 3)

MA 539: Optimal Control Theory (3-0-0: 3)

R15/SENATE-XV/18: *The Senate **Resolved to Approve** the courses as presented.*

The meeting concluded with thanks to and from the Chair.