

Signature

**MINUTES OF THE 8<sup>TH</sup> MEETING OF  
ACADEMIC COUNCIL**

**HELD ON 06.04.2001**

**IN THE OFFICE OF THE VICE-CHANCELLOR**

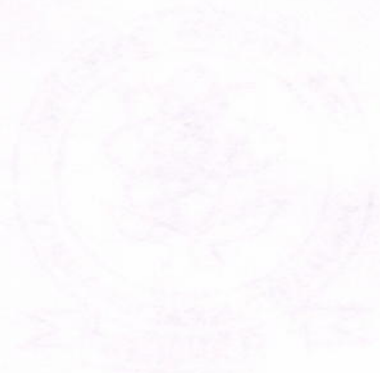


**PUNJAB TECHNICAL UNIVERSITY,  
JALANDHAR**

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ANNA TECHNICAL UNIVERSITY  
CHENNAI

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**MINUTES OF THE 8<sup>TH</sup> MEETING OF THE ACADEMIC COUNCIL HELD ON 06.04.2001 AT 11.00 AM IN THE OFFICE OF THE VICE - CHANCELLOR , PUNJAB TECHNICAL UNIVERSITY, JALANDHAR.**

The list of members who attended the meeting are attached herewith. 7

**No. 8.1 Confirmation of the Minutes of the 7<sup>th</sup> meeting of the Academic Council held on 30<sup>th</sup> May, 2000.**

The minutes of the 7<sup>th</sup> meeting of the Academic Council held on 30<sup>th</sup> May, 2000 were confirmed. The decision taken regarding condonation of attendance under item No. A-3 was brought to the notice of the members. It was decided that this issue may be taken up under a separate item.

**No. 8.1(a) Condonation of Attendance.**

The Academic Council considered and approved the following:

1. The Principals / Directors of the affiliated colleges / institutes may condone shortage of attendance upto 10% of the delivered lectures with proper recorded reasons.
2. The shortage of attendance may not be referred to the Vice - Chancellor for condonation.

**No. 8.2 Introspection of Proceedings of the 1st to 7<sup>th</sup> AC Meetings.**

The members appreciated the steps taken by the University to present before the Academic Council the various items of the seven meetings of the Academic Council held upto now alongwith the brief comments on the action taken. However, the members desired that factual position about some of the items as on date may also be brought to their notice. ( Annexure - I)

**No. 8.3 Migration of students to a college from other colleges within the University.**

The members discussed the issue of migration of the students and the proposed changes put forward before them. The following committee was constituted to propose a comprehensive system for migration. The committee shall submit its report within four weeks.

1. Dr. R.P.Singh
2. Dr. D.S.Kumar
3. Dr. Ashwini Kumar
4. Dr. K.N.S.Kang (for Management colleges)
5. Dr. Sadhu Singh Director Colleges, Convenor

**No. 8.4 Quality of University results.**

Principal, Adesh Institute of Engg. & Tech. Faridkot proposed a procedure for finding out the quality of University results. He has suggested that the quality of results may be assessed based upon the following methods:-

1. Number of percentage of students getting above 75% marks.
2. Number of percentage of students who clear all the courses i.e., no reappear cases.
3. Total number of supplementries in a subject or aggregate of supplementries in all the subjects.
4. Total number of credits earned by a class.

He has suggested that the following numerical **Figure of Merit (FOM)** may be adopted for the comparative evaluation of results.

$$\text{FOM} = \frac{\text{Total No. of credits earned by a class as a whole.}}{\text{Maximum No. of credits that the students of the class could have earned.}}$$

It is suggested that the figure of merit be computed for each class and for each institute/college.

These suggestions to judge the quality of university results was discussed by the members. It was felt that determining only the figure of merit would be a very narrow area of ascertaining the quality of university results. It was felt that instead of determining a figure of merit, the following process may be initiated:

1. Self-accreditation of the Colleges/institutes.
2. Parameters may be defined for the quality of university results.

After detailed discussions, the following committee was constituted to look into such issues and to make suggestions:

1. Dr. Ashwini Kumar
2. Dr. S. C. Kapoor
3. Prof. V.K. Diwan
4. A University Representative depending upon the availability.

#### **No. 8.5 Chances for RTI examinations.**

The question of permitting number of chances to reappear in the theory and practical examinations was discussed in detail by the members and resolved as under :

1. that there will be no reappear in sessional / internal assessment of Theory and Practical subjects. The marks obtained by the students in sessionals / internal assessment both in Theory and Practicals shall be added as such to their marks obtained in written Theory and external Practical examinations respectively. A minimum of three house tests shall be conducted and average of the marks obtained in three house tests shall be taken towards the sessional marks.
2. that students will have to obtain minimum marks required to pass the subject as per the regulations.
3. that external examiners for the practical examinations shall be appointed by the University and the presence of an external examiner to conduct the practical examination shall be required.

#### **No. 8.6 Conduct of semester final examinations (Item No.1 of meeting of Principals held on 07.11.2000).**

In the 7<sup>th</sup> meeting of the Academic Council, it was decided that reappear examinations of odd (even) semester subjects shall be held alongwith regular odd (even) semester subjects. The students have been agitating as the number of chances available to them for the reappear examinations have been reduced. To reduce the problems of the graduating students, the University conducted a special examination for them in July, 2000. The students of other years have been agitating and demanding that the already existing rules of conducting examinations of all subjects during odd and even semester examinations should continue. This matter was discussed with some of the Principals and they have suggested that to overcome this difficulty the University may conduct a supplementary examination in June/ July for all the subjects of odd and even semester.

This proposal was put up in the meeting of the Principals/ Directors and they discussed this issue in depth. Most of them insisted that the University should conduct examinations of all subjects during odd and even semester examinations.

After detailed deliberations it was decided that examinations of all subjects of every degree programme being run by the University shall be held during odd and even semester examinations. It was further decided that due to foggy weather during month of December, the morning examinations shall be started from 9:30 AM onwards.

The above decision was ratified.

#### **No. 8.7 Requirement of minimum credits (Item No.2 of meeting of Principals held on 07.11.2000).**

Same as item No. 8.17. The decision was ratified.

#### **No. 8.8 Case of ineligible students allowed to sit in the various examinations of the University (Item No. 3 of meeting of Principals held on 07.11.2000).**

The students of BBA/ BCA are eligible to appear in the examinations of a subject for a maximum of 3 times. Some of the students could not pass in various subjects by appearing in 3 examinations. They approached the University through their respective Principals that they may be given a mercy chance to

appear. The Vice Chancellor permitted them to reappear in the examinations by paying an additional fee of Rs. 5,000/- + fee of Rs. 500/- as admission fee. However, some of the students did not pay this fee and have appeared in the reappear examinations.

To look into this total case an enquiry was set up by the University. It was pointed out by the Enquiry Officer that the sole responsibility of checking the eligibility for appearing in the University examinations lies with the Principals/ Directors of the Colleges. The students have been demanding that their results may be declared.

This matter was put up before the members and it was decided that the result of those students who have already appeared in the examinations and have paid an additional fee of Rs. 5,500/- may be declared. Those students who have appeared in the examination but have not paid the additional fee of Rs. 5,500/- may do so before their results are declared. However, this shall not be taken as a precedent.

The above decision was ratified.

✓ **No. 8.9 Amendment in regulation 12 (a) to (f) (Item No. 4 of meeting of Principals held on 07.11.2000).**

This item was discussed in detail and it was decided that the result of those students who have secured 40 to 50% marks may be declared successful by giving them "Pass Degree". However, this is to be referred to the Academic Council.

The above decision was ratified. It was clarified that this decision was taken in reference to management courses only at the level of BBA/BCA.

✓ **No. 8.10 Counselling of students (Item No. 6 of meeting of Principals held on 07.11.2000).**

The members were very happy to learn that such a step is being proposed by the University to reduce communication gap between the students and the authorities of the Colleges and the University. The Principals/Directors of the Colleges were requested to appoint the students' Advisors. One Chief Counsellor is to be identified and appointed in each College / Institute by the Principal / Director.

The Colleges/Institutes must inform the University about the steps taken by them to implement the decision.

✓ **No. 8.11 Payment of fee to the University (Item No.7 of meeting of Principals held on 07.11.2000)**

The following affiliation fee structure was approved by the Vice - Chancellor for Academic Session 2000-2001. It was intimated to all the affiliated colleges vide letter No. PTU/DC/Gen/267-294 dated 18-07-2001.

Description	Fee ( in Rs.)
1. Application Processing Fee	10,000/-
2. Inspection fee per inspection per unit for each programme for one year.	10,000/-
3. Provisional affiliation fee per unit for each programme for one year	50,000/-
4. Provisional affiliation continuation fee per unit for each programme	25,000/-
5. Permanent affiliation fee per unit for each programme for three years.	75,000/-
6. Permanent affiliation continuation fee per unit for each programme for three years	50,000/-
7. Endowment Fund	25 Lakh

One unit shall be taken as of 30 sanctioned intake for all courses except BBA/BCA where one unit shall be of 40 sanctioned intake. The colleges/institutes shall be considered by the University for permanent affiliation after the first batch has passed out.

The item was ratified. It was decided that those colleges / institutes who have paid the endowment fund to AICTE are not required to pay the endowment fund to the University. However, all other

To register for the 5<sup>th</sup> semester a student must pass all the subjects offered in the 1st semester and to register for the 6th semester he/she must pass all the subjects offered in the 2<sup>nd</sup> semester. The student is allowed to reappear whenever an examination is held in subject (s).

6(b) Deleted

6(c) A total of 6 years from the date of admission, shall be given to a candidate to pass all the courses and to fulfill all the requirements for the completion of degree of Bachelor of Technology and 7 years for the course of Bachelor of Arch.

It was pointed out by the Vice-Chancellor that the decision taken regarding the amendment made in clause 16(a) to (c) in the regulations for B.Tech. / B.Arch programmes may be taken for the examinations upto May/June 2001 only. A new committee is set up to look into the amendments to be made in the regulations for B.Tech./ B.Arch courses and submit its report before the commencement of the next academic session of 2001-2002. The following committee was constituted for this purpose.

1. Dr. R.P.Singh Convenor
2. Dr. Ashwini Kumar
3. Dr. R.S.Seehra

#### Io. 8.18 Minutes of Meeting of Board of Studies – Training held on 17.11.2000.

The report of the Board of Studies-Training was discussed. The following committee was constituted to design the programme, its evaluation, etc.

1. Dr. R.S.Seehra Convenor
2. Dr. O.P.Sahni
3. Dr. H.S.Sagar

Dr. H.S.Sagar was assigned the responsibility to design a proforma for the students going on training for preparing the training report.

#### Io. 8.19 Introduction of Computer Course in all Degree Programmes.

As per the decision taken earlier, the colleges/institutes were expected to introduce computer courses from the academic session 2000-2001. Two packages of computer courses were also suggested by the University. The Principals/Directors brought out certain difficulties in introducing these computer courses as they felt that the very essential courses for a particular degree programme cannot be dispensed with at the cost of computer courses. The Vice-Chancellor desired that the computer courses must be introduced from the next academic session 2001-2002 and the respective Board of Studies must decide the modus-operandi to find out the slot(s) for introducing the computer courses in the various degree programmes. Director Colleges shall monitor the progress of introduction of computer courses.

#### Io. 8.20 Regulation 12(f) - appointment of Moderation Committee for sessional marks (Item No.5 of meeting of Principals held on 07.11.2000).

It was felt by the members that the marks obtained by the students in theory papers as well as sessionals should be moderated by Moderation Committees to maintain uniformity. The Vice Chancellor is authorised to appoint the moderation Committees for various degree programmes/courses.

The item was ratified.

#### Io. 8.21 Approval of Course and curriculum for various Degree Courses.

The courses for the various degree programmes as brought by the various Board of Studies were approved by the Council. It was decided that discrepancies if any, may be reported to the Director Colleges who shall then refer it back to the Chairman of the respective Board of Studies. It was pointed out by the Principals of Pharmacy Colleges that the syllabi be approved for the 1st to 4<sup>th</sup> semesters instead of 1st & 2<sup>nd</sup> semesters only as the syllabi for 3<sup>rd</sup> and 4<sup>th</sup> semester have also been laid before the Academic Council.

#### Io. 8.22 Regulation on numbering of Courses.



Colleges are required to pay the endowment fund to the university as per the decision conveyed to the affiliation fee etc. is to be paid by all Colleges / Institutes, including Govt. - aided Colleges.

**Guidelines for using Development Fund.**

Guidelines for the utilisation of the development fund as approved by the Vice Chancellor were sent to all the affiliated colleges/ institutes vide letter No. PTU/DC/Gen/741-775 dated 2000. These guidelines were ratified.

**8.13 Affiliation fee during the academic session 2000-2001.**

The Director Colleges laid before the members the information regarding the affiliation fee etc. to be charged by different universities in the northern region, i.e., Himachal Pradesh University, Kurukshetra University, Guru Gobind Singh Indraprastha University. It was further clarified that the affiliation fee, etc. being charged by PTU is much lower than the fee being charged by the above universities. Therefore, all the colleges/institutes, who have not paid the affiliation fee etc. so far should pay the fees immediately as per the structure laid down in item No. 8.11.

**8.14 Regulations for upgradation of branches and category of seats.**

It was decided that the 320 additional seats in IT and IT related courses sanctioned by AICTE to engineering colleges during 2000-2001 shall be filled by horizontal and vertical upgradation of the colleges based on the result of 1st semester of students admitted during 2000-2001 session.

The regulation for upgradation of branches shall be finalised by the same committee as constituted in item No. 8.3

**8.15 Rates of honorarium for evaluation centres.**

The rates of honorarium for evaluation centres were approved as under: -

Upto 5000 answer books	= Rs. 5000 /-
For every additional 1000 answer books or part thereof	= Rs. 1000 /-

**8.16 Mercy chance to BBA/BCA students.**

Six students of BBA/BCA (5<sup>th</sup> semester) of Khalsa Institute of Management & Technology, Jalandhar made a representation to the University that they may be given a mercy chance to appear in the December, 2000 examination by paying examination fee of Rs. 500/- plus Rs. 5000/- as special fee so that they may become eligible, if they pass in the remaining subjects, for the award of the BBA/BCA degree.

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A Committee was constituted to look into this matter and on the recommendations of the committee the Vice - Chancellor allowed the students to sit in the December, 2000 examination by paying examination fee of Rs. 500/- plus Rs. 5000/- as special fee. This was later on approved by the Vice Chancellor to be applicable to other similar cases.

The item was ratified.

**8.17 Amendment to rules for B.Tech. Programme.**

The following decisions were taken in a meeting of the Principals to modify clauses 16 (a) to (c) for B.Tech./B.Arch. Programmes

(a) -- A student will not be allowed to register for the third semester and shall be required to repeat first year if he/she fails to earn a minimum of 24 credits out of the total credits offered in the approved scheme of courses for the first year.

OR

1. The following symbols are proposed for numbering of courses :

(a) **Engineering & Technology**

Industrial Engineering	-	INE
Material Engineering	-	MTE
Mechanical Engineering	-	MCE
Civil Engineering	-	CLE
Textile Technology	-	TXT
Leather Technology	-	LET
Computer Science & Engineering	-	CSE
Electronics & Instrumentation Engg.	-	EIE
Electronics & Communication Engg.	-	ECE
Electrical Engg.	-	ELE
Chemical Engineering	-	CHE
Production Engineering	-	PRE
Information Technology	-	INT
Architecture	-	ART
Applied Mathematics	-	AMA
Chemistry	-	CHM
Physics	-	PHY
Humanities	-	HUM
Workshop	-	WSP

(b) **Management Courses**

	BBA	BCA	MBA	MCA
Marketing Management	BBM	BCM	MBM	MCM
Financial Management	BBF	BCF	MBF	MCF
Production Management	BBP	BCP	MBP	MCP
HRM	BBH	BCH	MBH	MCH
Computer Applications	BBC	BCC	MBC	MCC
IT	BBI	BCI	MBI	MCI

(c) **Pharmacy**

Pharmacy	-	PHM
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2. **Numbering of courses may be done on the following basis :**

100 series	-	Core courses of Undergraduate Courses generally offered in First year
200 series	-	undergraduate courses of 2 <sup>nd</sup> year
300 series	-	undergraduate courses of 3 <sup>rd</sup> year
400 series	-	undergraduate courses of 4 <sup>th</sup> year & 5 <sup>th</sup> year Architecture
500 series	-	M. Tech. and Ph.D. Courses.

3. **The following uniform numbers be allotted for special courses :**

380 / 480	-	B. Tech. Minor Project
490	-	B. Tech. Major Project
500	-	M. Tech. Thesis
600	-	Ph.D. Thesis

It was decided that we may adopt three alphabets system for the numbering of courses.

No. 8.23 Offering of CS-262 and 264- Operation Systems as additional subjects to non-computer stream students of Guru Nanak Dev Engineering College, Ludhiana.

The Principal of Guru Nanak Dev Engineering College, Ludhiana vide his letter No. 10A/5256 dated 25.01.2001 had requested that his College be permitted to offer CS-262 and 264 - Operating Systems as

Additional subjects to non-computer stream students in order to provide training in IT related areas. The University had approved this proposal and agreed to conduct the examinations of these subjects in anticipation of the approval of the Academic Council.

The item was ratified. However, the Vice - Chancellor desired that no such steps should be taken in future by the Principals/Directors of the affiliated colleges without prior approval of the university.

**No. 8.24 Acceptance of awards of Technology Camp.**

Awards of Technology Camp of B. Tech. 5<sup>th</sup> Semester Electrical Engg. students were received from G.T.B. Khalsa Institute of Engineering & Technology, Chhapianwali. In the scheme of studies of this branch there is no provision to include the Technology Camp awards. Also no credits have been allotted to Technology Camp. The matter was referred to the Registrar for issuing guidelines. The Registrar discussed the matter with the Vice Chancellor and intimated to the examination branch that the students who attended the Technology Camp, shall be given, "Satisfactory" rating to be recorded on the DMCs' of the students.

The item was ratified.

**No. 8.25 Academic Calendar for the Session 2001-2002.**

The following committee was constituted to prepare the academic calendar for the session 2001-2002 and bring it before the Academic Council well before the start of the next academic session of 2001-2002.

- 1. Prof. V.K. Diwan
- 2. Dr. H.S.Sagar
- 3. Dr. M.S.Sukhija Convenor

**No. 8.26 Teaching departments to be established and to create posts in Information Technology, Microelectronics, Photonics, Environmental Sciences, Bio Technology and Management Sciences.**

The Council approved the proposal for establishing above six departments in the University and the following teaching posts were approved for each department :

- 1. Professor 2 Nos.
- 2. Assistant Professor 3 Nos.
- 3. Lecturer 3 Nos.
- 4. Research Associate 2 Nos.

**No. 8.27 Permission for registration to Ph.D. Programmes of PTU.**

The regulations for Ph.D. programmes have already been approved by the Academic Council. A large number of candidates from the affiliated colleges are interested to get themselves registered to the Ph.D. programmes of the University. This process has already been started with the permission of the Vice - Chancellor.

The council ratified the decision.

**No. 8.28 Inspection reports of Colleges/Institutes.**

Two proposals were received from Dr. B R Ambedkar, Regional Engineering College, Jalandhar to start part time M. Tech. Programmes in the following disciplines with an intake of 10 students in each course:

- 1. Industrial Engineering
- 2. Material Science and Technology

The following Inspection Committee was constituted to inspect the various facilities for Industrial Engineering, which visited the College on 19.10.2000 :-

- 1. Dr. D.S. Bedi

2. Dr. S.K. Sharma
3. Dr. R.N. Nauhria
4. Dr. T.P. Singh

The Committee has recommended that the Part-time M. Tech. Programme in Industrial Engineering may be allowed to be started.

Another Inspection Committee as given below was constituted to inspect the various facilities for Material Science & Technology, which visited the College on 31.01.2001:

1. Dr. K.K. Raina
2. Dr. A.K. Gupta
3. Dr. S.K. Chakravarty

The Committee has recommended that the Part-time M. Tech. Programme In Material Science & Technology may be allowed to be started.

The council approved the recommendations of the inspection committees.

#### No. 8.29 Proposal to start M.Tech. Courses at the University.

The following M.Tech. courses to be taught at the University were approved :

1. Information Technology.
2. Microelectronics
3. Photonics.
4. Environmental Sciences
5. Bio-Technology, and
6. Management Sciences.

#### No. 8.30 Proposal for conferment of Honoris Causa Degree.

The Vice Chancellor was authorised to recommend the names of eminent persons for the award of Honoris Causa Degrees. The Vice - Chancellor informed the members that the following two names are being considered for the honour :

1. Lord Swaraj Paul
2. Shri Chander Mohan

#### No. 8.31 Confirmation of the minutes of the Sub Committee of Academic Council held on 6.12.2000 at 11 AM in the room of the Vice Chancellor, Punjab Technical University, Jalandhar.

A Committee was constituted to discuss the problems of the Institutions who admitted excess number of students in the BCA course than the sanctioned strength during 2000-2001. The Committee decided as under :

1. The colleges which have violated the rules of the University and admitted excess number of students in the BCA, shall have to furnish an affidavit giving an undertaking that they shall not repeat this in the coming years.
2. It was also resolved that the defaulting institutions shall deposit the full fee of the First year of excess students as penalty to the University Development Fund.

The item was ratified. However, it was decided that it should not be taken as a precedent.

#### No. 8.32 Excess LEET admission in the year - 2000

A note was put up by the Principal, GND Engg. College, Ludhiana vide his letter No. 3-Dip/LT/1214 dated 7-6-2000 regarding excess LEET admissions in the year 2000 in order to generate more revenue for the institutions. It was suggested that an additional number of LEET students equivalent to number of seats