

**10<sup>th</sup> meeting of the  
Academic Council**



PUNJAB TECHNICAL UNIVERSITY  
JALLANDHAR

AGENDA FOR THE TENTH MEETING OF THE ACADEMIC  
COUNCIL

TO BE HELD ON 13<sup>TH</sup> DECEMBER, 2002  
IN THE CONFERENCE HALL OF GURU NANAK DEV  
ENGINEERING COLLEGE, LUDHIANA



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## Agenda Items

**Item No. 10.1**      **To consider and approve the proceedings of the 9<sup>th</sup> meeting of Academic Council held on 23<sup>rd</sup> Septmber, 2002.**

Proceedings of 9<sup>th</sup> meeting of Academic Council are placed before the Council for confirmation. Only one communication in respect of item no.      was received and point is resubmitted in this meeting.

**Item No. 10.2**      **Action taken on the various decisions taken in the 9<sup>th</sup> meeting of the Academic Council are placed in Annexure – I.**

**Item No. 10.3**      **Proposal to start Extension center at ONGC.**

A proposal for up gradation of qualifications of working staff/officers of ONGC is received from ONGC Dehradun. It was agreed between ONGC and PTU that an extension center will be opened at Dehradun to execute this program. Details are given in Annexure – II.

**Item No.10.4**      **Academic Calendar 2003.**

Academic calendar for the year 2003 is put up for te approval of Council please. Academic Calender is given in Annexure-III.

**Item No. 10.5**      **To conduct computer course at RIVT.**

A computer course was started at RIVT , Badal for helping the poor and backward class of that area. The course was free of charge. Two teachers were employed for this purpose. Rivt has now started a diploma course with annual fee of Rs. 12000.00 per student., out of which Rs. 2000.00 will be paid to the University for conduct of exam and meet other expenses. Details are in Anexure-IV.

**Item.No. 10.6.**      **Holding of University Convocation.**

University, is conducting exams for various Engineering, management and Pharmacy courses. It is proposed that every year during December month annual convocation may be held in which toppers amongst the students should be rewarded. Annexure –V.



**Item No. 10.7. Award of medals to University toppers.**

It is proposed that University toppers may be awarded medals during the convocation Annexure - VI.

**Item No. 10.8 Syllabus to be approved.**

University had set up various BOS to frame new syllabi for different courses being conducted at University. Syllabi had been prepared and submitted to the University by all the BOS, except few. These syllabi were approved by ninth Academic Council. Council asked the University to put up these syllabi before the Council. Some of the syllabi, which have been finally edited are being put up to the Council for approval. Annexure -VII.

**Item No. 10.9 Remuneration to be paid to Centre-Controller of Examination:**

Remuneration paid to the Controller of Examinations at Punjab University Chandigarh is Rs.2000/- per examination for the last so many years, both for Regular Examination, as well as for Supplementary Examination, both of which normally span over 15 to 20 days, each. The total Remuneration comes to Rs.4000/- for both the examinations. In respect of PTU examinations, both Supplementary and Regular Examinations are conducted in a 'single go' without any break in these two Examinations and it takes 25 to 35 days to complete the total examinations. All the Hon'ble Members of Academic Council had desired and unanimously recommended in the 9th A.C. meeting as well as in the subsequent meeting of A.C. held on 23.09.2002 that Centre-Controller be given fixed remuneration of Rs.2000/- for an Examination for 15 days and Rs.4000/- if the examination exceeds 15 days. Please Put up the above item before A.C. for its approval. (Note:- Since the above item did not form part of Agenda of 9th meeting, it was agreed in the 9th meeting, that this proposal will be put up in the 10th meeting .

**Item No.10.10 Migration of students to college from other colleges within the university and from outside the university.**

A meeting of the sub-committee constituted for framing the **Migration of students to college from other colleges within the university and from outside the university** was held under the convener ship of Dr.Sadhu Singh on 23.05.2001. The sub-committee had given its



recommendations in detail> These recommendations are put up for the approval of AC (Annexure VIII)

**Item No.10.11      Rules for up gradation of branches and category of seats**

*The following procedure shall be followed for the upgradation of branches and change from payment seat to free seat within the College /Institute. The upgradation shall be carried out within 15 days of the start of the 3<sup>rd</sup> semester. Annexure –IX.*

**Item No.10.12      Instruction for paper setters**

The paper setters shall set nine questions in all. Question no. 1 shall be compulsory .There shall be part A and B . Annexure –X

**Item No.10.13      Rules and amendments regarding admission to B.Tech.  
3<sup>rd</sup> and 5<sup>th</sup> semester.**

A sub-committee appointed under Chairmanship of Dr. R. P. Singh Principal, Dr.R.S.Seehra & Dr. Ashwani Kumar was held on on 03.7.2001 and gave the recommendations which were also duly circulated by Dr.Sadhu Singh Director Colleges (vide No.DC/AC/Gen/948-967 dt. 6.08.2001) to all Colleges for their implementation). Recommendations are put up for the approval of AC .(Annexure XI)



9<sup>TH</sup> MEETING OF ACADEMIC COUNCIL (ACTION)

Item No.	Item	Decision	Action Taken
9.1	Confirmation of the Minutes of the 8 <sup>th</sup> meeting of the Academic Council held on 23 <sup>rd</sup> September, 2002.	Minutes Confirmed	
9.3	Restructuring of courses to rationalize detail of syllabi in the first and second semester	New syllabi have been prepared by various BOS, constituted by the University.	Have been put before the AC. Council
9.4a	Improvement of sessional marks for Degree courses at SLIET, Longowal.	Item withdrawn	
Item No 9.4b	Amendment of Rule 13 (f,g) of 8 <sup>th</sup> Academic Council.	The amendment in rule 8.13(f-g) suggested by the Principals in their meeting held on 24 <sup>th</sup> April, 2002.	Ratified
Item No 9.5	Admission to Engineering Courses during session 2001-2002	Approved	Implemented
Item No 9.6	Review of counseling procedures, eligibility for MBA/MCA/BCA/BBA course.	A Committee was constituted to review the procedure.	Committee has not submitted any report so far.
Item No. 9.7	Amendment of Rules for re-evaluation.		Rules amended
Item No 9.9	Appointment of external examiners for practicals.	Procedures for appointment of External Examiners for Practical given	Approved
Item No 9.10	Advisory system in the colleges/ Institutes	Advisory system revised	



Item No 9.11	M. Tech Programmes at Dr. B.R. Ambedkar Regional Engineering College, and SLIET.	Approved	
Item No 9.12	Case of NRI quota in CET	since the NRI seats in Dr. B.R. Ambedkar Regional Engg. College are supernumerary these should not be given out of 50% quota allotted to other States.	Implemented
Item No 9.13	The procedure for giving the fees concessions to students of affiliated colleges	This item was deferred	
Item No 9.14	To consider awarding grace marks	One percent of the total marks of theory examination of all the semesters may be given for improving the results of a candidate in semester examination	Approved
Item No 9.15	Ph.D Registration to be done faculty wise	<p>a: Registration for Ph.D degree should be based on faculty i.e., Engineering / Science/ Humanities &amp; Social science/Management.</p> <p>b: Regulations of Ph.D may be printed as per minutes of 5<sup>th</sup> meeting of Academic Council.</p> <p>c: The students guide should not be internal examiner for ME or Ph.D thesis</p>	Implimented.



Item No 9.16	BOS Syllabus	The new syllabi were approved by the Academic Council:-	Syllabi should be put before the board.
Item No 9.17	Ph.D rules amendment	"The three experts irrespective of internal or external may please be chosen from anywhere within Indian Universities/Institutes for registration purpose. "	Approved
Item No 9.18	Extension in stipulated period to clear degree by Sh. Ramandeep Singh Rana.	Extension approved..	implemented
Item No 9.19	Admission to B Pharmacy 2 <sup>nd</sup> year 3 <sup>rd</sup> semester	Admission of Geetika Sharma & Ritesh Sharma ratified.	implemented
Item No 9.20	Non clearance of 1 <sup>st</sup> semester case of students of SLIET Longowal	The students of SLIET, Longowal who could not clear 1 <sup>st</sup> semester to join 5 <sup>th</sup> semester	implemented
Item No 9.21	Case of Miss Avneet Kaur for evaluation of old answer papers in re-examination.	Approved	
Item No 9.22	Rule applicable from retrospective effect	Ratification of addmission has been done	
Item No 9.23	permission for special chance in May-2001.	Mercy chance to some students of different courses i.e. MBA/BBM/MCA/BCA from different Colleges/ Institutions who have appeared in May 2001	implemented



Item No 9.24	Amendment for Ph. D rules for honorarium	examinations "An honorarium of Rs. 500/- for RDC and Rs. 1000/- for final presentation of thesis for Ph.D cases will be paid.	Approved
Item No 9.25	Payment for examination centres created by Punjab Technical University, Jalandhar	For rent of building etc., Rs. 5/- per candidate will be paid for whole semester examination. These rates will be applicable from the semester examination held in December 2001.	implemented
Item No 9.26	Remuneration to examiners and paper setters	Revised rates for Centre Controller. Assistant to Controller Flying squad member UMC Special checking/expert approve.	Implemented
Item No 9.27	Allowance for UMC committee	Ratification of Allowance for UMC committee has done	implemented
Item No 9.28	Up gradation in Engg. Colleges	This item was deferred.	
Item No 9.29	To conduct examination for B.Tech. 8 <sup>th</sup> semester (CSE) Departmental Elective-II "Internet Protocol	.The item was approved.	Approved
Item No 9.30	To remove 1 to 5 rule and introduce credit rule	no change in the existing rule	
Item No 9.31	Standing Committee of Academic Council :	1. Five members from Engineering Colleges 2. Five members from Management Colleges 3. Three members	implemented



		from Pharmacy Colleges 4. Two members from Distance Education	
Item No 9.32	Faculty Structure	University should have faculties for the courses to be started at the University campus:	No action so far
Item No 9.33	Distance Education Programme	The scheme may be brought the meeting of academic council.	Program will be put up.
Item No 9.34	Off-Campus Programme for Bachelor Degree and Post-graduate Diplomas at ONGC Dehradun.	Detailed proposal to be put up in next meeting	Proposal is put up. In next meeting
Item No 9.35	Constitution of UMC committee	The term of appointment of the members of the UMC Committee extended	Approved
Item No 9.36	Amendment in Unfair Means Regulations	"The punishment rules amended	implemented
Item No 9.38	To utilize the non-functioning infrastructure of ITIs of the State Govt. to expand the Technical Education	No action	endorsed the above proposal.
Item No 9.39	General Fitness Marks	Finess marks will be given to students for their performance	implemented
Item No 9.40	Merit List of Exams	merit list of all the branches will be issued semester wise and annually.	



The following agenda has been approved by the Vice-Chancellor. This may be placed before the next meeting of the Academic Council

Item No. \_\_\_\_ Qualification upgradation of ONGC employees.

A proposal has been received from the Head, Institute Management Development, ONGC for the upgradation of qualifications of ONGC Officers from Diploma to Degree and matric with ITI / NTC with matric or B.Sc. to Diploma in Engineering under the Qualification Upgradation Programme (QUP) of ONGC. Dr. Sadhu Singh, Director (Colleges) & Dr. V.P. Singh, Director (Planning & Development) visited the ONGC, Dehradun from 14.11.2002 to 16.11.2002 for discussions with Sh. Gautam Sen, Head, IMD and other officers. Detailed deliberations took place on the various aspects of this project. Finally it was agreed upon as under :

1. PTU shall award B. Tech. Degree to Diploma holders and Diploma to ITI / NTC holders ( with matric or B.Sc ) of ONGC employees in the following disciplines in the first phase :

- (a) Mechanical Engineering
- (b) Electrical Engineering
- (c) Electronics & Communication Engineering
- (d) Electronics & Instrumentation Engineering

QUP education will be imparted through off campus of PTU at Dehradun. One Coordinator shall be deputed at Dehradun and the other one at Jalandhar for day to day support and coordination with ONGC.

3. It was informed by the ONGC officers that there are about 1000 employees of ONGC who are interested to upgrade their qualifications. It was decided that in the first batch about 30 employees shall be enrolled in each programme.

4. The admission to the various courses shall be through an Entrance Test. It may be informed that the employees of ONGC remain on the drilling rig in deep sea for 15 days and then have 15 days break. Therefore, the Entrance Test shall have to be conducted in two phases with a gap of 15 days. The Entrance Test shall be conducted at 4 to 5 Centres of ONGC. The staff to conduct the Test shall be provided by ONGC. However, PTU shall depute its observers at the various centres. It has been agreed upon by ONGC that the cost of the Information Brochure and other expenses at the Centres shall be born by them. The ONGC shall pay Rs. 500/- per participant as the fee for designing, conducting, evaluation and declaration of result.

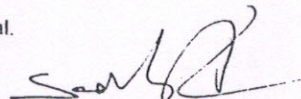
5. ONGC shall provide 6 well furnished lecture rooms with all audio-visual facilities in their premises at Dehradun. They will also provide one computer room with 30 terminals and internet facility. PTU will be solely responsible for providing faculty for all courses, theory as well practical. Since PTU does not have any of its affiliated colleges at Dehradun or its vicinity, therefore, the laboratory classes in the beginning shall have to be conducted in some Engineering college at Dehradun. Efforts are being made to sort out the possibilities of conducting the practical classes. However, Labs / workshops are to be established in Dehradun before the beginning of 2<sup>nd</sup> semester.

ONGC shall pay an amount of Rs. 1.98 lac. per participant for the whole course, both for degree and diploma. An additional amount @ 20% per participant shall also be paid by ONGC to meet the expenses for providing books free of cost and subject notes.

7. PTU is awarding degree to diploma holders in six semesters. Out of these six semesters, one semester has been reserved for industrial training. It was transpired during the discussions with ONGC officers that since the employees of ONGC have 10 to 15 years Industrial experience, therefore, there is no necessity of keeping one semester for Industrial training. Therefore, the diploma holders could complete their degree course in five semesters. These five semesters shall be completed in two years as they shall not be given any summer break. The details of each semester has been worked out separately as given in Annexure - I. The courses shall be the same as for other students of PTU in the affiliated colleges. Likewise ITI / NTC employees shall cover their diploma course in 1.5 years.

8. The scheme of courses semester-wise is given for degree and diploma in Annexure - II & III respectively.

The item is placed before the Academic Council for consideration and according necessary approval.



(Dr. Sadhu Singh)  
Director (Colleges)

Registrar



Item No. \_\_\_\_\_ Rules regarding reappear and mercy chance.

In the 9<sup>th</sup> meeting of the Academic Council, under item No. 9.23, a committee was constituted to frame rules for reappear and mercy chance. The recommendations of the committee are as per Annexure -



-1-

During the tenure of Dr H S Grew, a six month course was started at RVT, Badal. Course was supposed to give computer awareness to students of that area who were unemployed and poor, and could not afford high fees of computer training. For this course two teachers mentioned on p. 6 were recruited. This course was for six months, which is over on Sept 2002.

In this session two courses were started (P 25), for which permission was given by VC (P 26). Case will be put up before Ac. Council on 30th Dec. The delay of the two teachers, which was being paid from PTU has been stopped, for last 3-4 months. DC (Mukatsar) has sent a request to VC in this regard (P. 31). Case is put up for the approval of VC please.

✓  
No decision till the matter is discussed  
30/11/2002

Director [P&D] Office  
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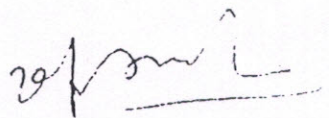


Items for 10<sup>th</sup> Academic Council

Rayat Institute of Engg. & Information Technology has sent six points for 10<sup>th</sup> Academic Council meeting (letter appended to Annexure). First three & sixth point have already been taken care of in earlier meetings. Proposals for other points are enclosed for approval of VC please.

## Item no.- 6 Holding of University Convocation.

The issue has been raised number of times but university is not able to hold convocation for its passing out students so far. It is suggested that the annual convocation of university may be held every year in which the rank holders of Engg./Mgmt./Pharmacy may be given awards/medals. This will enhance the reputation of university as well as motivate students for better performance.



Director (P &amp; D)

VC has read item No. 6 & 7 and approved for placing as agenda items in the 10<sup>th</sup> Academic Council.

13/11/2011



**Item No.- 7      Awards/medals to university toppers.**

It is suggested by Rayat Institute of Engg. & Information Tech. to give awards/ medals to university toppers. This is a very good proposal & it is suggested that in each discipline medal should be given as described below:-


1. A gold medal of weight 5 gms, may be given to the topper in each discipline of Engg./Mgmt./Pharmacy.
2. A medal of 10gms. may be given to a student who tops among all the toppers in different discipline.

The insignia & design of the medal may be decided by a committee suggested by the Vice- Chancellor.

Put up for the approval for V.C. please.

V.C. has approved item No. 6 & 7 above  
for placing as agenda items in the 10th Academic  
Council.  
15-29/10/2



  
Director ( P & D)



## REGULATIONS REGARDING MIGRATION

1. Migration to a College / Institute from other Colleges / Institutes within the University will be allowed only after the completion of the 1<sup>st</sup> year and within 15 days of the start of 3<sup>rd</sup> semester, provided :-

- (i) the candidate has qualified the entrance examination and his/ her merit is higher than the last student admitted in that discipline, in general category. However, where admission has been made on the basis of the merit of the qualifying examination, his / her merit in the qualifying examination shall be higher than the last student admitted in that course, in general category.
- (ii) (a) For those courses where the first semester courses are same, the migration shall be allowed on the basis of the merit of the result of first semester.
- (b) For engineering Courses having different subjects in the first and second semesters, the migration shall be allowed on the basis of the combined merit of first and second semesters.

**Note 1 : Preference shall be given to that candidate who was admitted on the basis of entrance examination.**

- (iii) He / She has passed all the courses of first year.
- (iv) The Institute where the student is studying and Institute to which migration is sought, has no objection to the migration.
- (v) There is a vacant seat available in the discipline in which migration is sought.
- (vi) In addition to the above, migration will be governed by the rules of concerned College / Institute.

2. Migration to an affiliated College / Institute of the University from other Universities will be allowed only after the completion of the first year and within 15 days of the start of 3<sup>rd</sup> semester, provided :

- (i) The candidate has passed all the courses of first year from the University from where he/she wants to migrate with a minimum of 60% marks or its equivalent CGPA.
- (ii) The courses studied by the candidate in first year are equivalent to the same as offered in this University and deficiency is found in not more than two courses, and the candidate furnishes an undertaking to attend the classes and pass these additional courses in which he/she is found deficient.
- (iii) The Institute and the University where the student is studying and the Institute and University to which migration is sought, has no objection to the migration.
- (iv) There is a vacant seat available in the discipline in which migration is sought.
- (v) In addition to the above, migration will be governed by the rules of concerned College / Institute.

3. The candidates shall not be allowed to change his/ her discipline of study in the process of Inter-University or Intra-University migration.

**Note. 2 : Shifting of branch / category within the College as per merit under PTU rules shall have precedence over inter-University or intra-University migration.**



# REGULATIONS FOR UPGRADATION OF BRANCHES AND CATEGORY OF SEATS

The following procedure shall be followed for the upgradation of branches and change from payment seat to free seat within the Colleges / Institutes :

1. The upgradation shall be carried out within 15 days of the start of the 3<sup>rd</sup> semester.
2. The upgradation shall be carried out on the basis of the results of 1<sup>st</sup> and 2<sup>nd</sup> semesters.
3. Only those students can take part in the upgradation process who have passed all the subjects of 1<sup>st</sup> and 2<sup>nd</sup> semesters in the first attempt.
4. The date and time of upgradation shall be notified and displayed on the College Notice Boards.

The merit list of all the students in the College shall be prepared based upon the results of 1<sup>st</sup> and 2<sup>nd</sup> Semesters and it shall be displayed on the notice boards of the College well before the date of upgradation.

6. The availability of seats in the various branches alongwith the availability of free and payment seats shall be notified and displayed on the notice boards of the College.
7. The choice of the students shall be called for change of branch and for change of payment seats to free seats and vice versa at least two days before the date of upgradation.
8. On the date of upgradation the students shall be called in order of merit and upgraded branch and category of free / payment seat shall be allotted.
9. If a student is not present on the date and time of upgradation then he / she will loose his / her chance for upgradation and no representation shall be entertained later on.
10. After the above process has been completed it shall be approved by the Principal / Director of the College and notified on the notice boards of the College.
11. A copy of this upgradation shall be sent to the University for information and record.

**Note :** *Shifting of branch / category within the College as per merit under PTU rules shall have precedence over inter-University or intra-University migration.*



# INSTRUCTIONS FOR PAPER SETTERS

1. The paper setters shall set **nine** questions in all.
2. Question No.1 shall be compulsory and shall have **ten** sub-questions of **two** marks each, of short answer / multiple choice / matching type etc. and shall cover the whole syllabus.
3. There shall be **Parts - A** and **B** in the question paper immediately after the question No.1. **Part - A** shall have four questions, **one** question from each of the chapters 1 - 4. **Part - B** shall also have **four** questions, **one** question from each of the chapters 5 - 8.
4. The candidates shall be required to attempt five questions from Parts - A and B selecting atleast two from each part. Thus the candidates shall attempt six questions in all.
5. Each question in Parts A and B shall carry eight marks.
6. The duration of examination shall be three hours.
7. Atleast 40% of the questions should be numerical based except in the case of Humanities and Management subjects.
8. The paper setters shall provide detailed marking instructions and solutions to numerical problems.

