

Findings of the 10th meeting of the Academic Council held on 13th December, at 15.00 hrs in the Conference Hall of Guru Nanak Dev Engineering College, Ludhiana.

Following members attended the meeting:

Name	College	
Mr. Y.S. Rajan	Vice- Chancellor- PTU	Chairman
Dr. R.P. Singh	Principal, SBSCET- Ferozepur	Member
Dr. G.S. Walia	Principal, Mata Gujri Inst. of Tech., Fatchgarh Sahib	Member
Dr. Gurdip Singh	Principal, MIMIT- Malout & GZSCET- Bathinda	Member
Dr. Kirpal Singh	Principal, SSIET- Derrabassi	Member
Col. S.P. Sharma	Principal, Chandigarh Engg. College & Computer Application, Landran, Mohali	Member
Dr. R.K. Sharma	Principal, Sri Sai College of Engg., & Tech., Badhiani	Member
Dr. S.K. Girdhar	Principal, SUS Inst. of Mgmt. & Information Tech., Tangori	Member
Dr. P.C. Sharma	Principal, SUSCET, Tangori	Member
Dr. V.K. Sood	Principal, AIET- Faridkot	Member
Dr. M.S. Sukhija	Principal, GTB- Chappianwali	Member
Dr. Sewa Singh	Principal, BMS College of Engg., Kotkapura Road, Myktsar	Member
Prof. R.L. Parashar	Principal, IIT - Pajewal.	Member
Prof. I.K. Kataria	Principal, IET- Bhaddal	Member
Dr. R.L. Gupta	Principal, ASBASJS Memorial College of Pharmacy, Bela	Member
Dr. R.C. Roy	Principal, Shivalik College of Pharmacy, Nangal	Member
Dr. J.S. Riyat	Principal, Pt. J.R. Govt. Polytechnic, Hoshiarpur	Member
Dr. Narinder Singh	Principal, GGSCET- Talwani Sabo	Member
Dr. S.S. Kooner	Principal, BCET- Gurdaspur	Member
Mr. Gurpreet Kaur	Principal, GGS Indira College of Tech., Jalandhar	Member

21.	Mrs. Satwinder Kaur	Principal, G.I.G. Khalsa College of Pharmacy, Guru Sar Sadhar.	Member
22.	Dr. C.L. Kochhar	Principal, DAVIET, Jalandhar	Member
23.	Dr. A.K. Goyal	Principal, PCET, Vill. Malakpur, Lalru Mandi, Distt. Patiala	Member
24.	Dr. K.C. Gupta	Principal, College of Engg. & Management, Kapurthala	Member
25.	Dr. R.C. Chouhan	Director, SLIET- Longowal	Member
26.	Dr. V.K. Goswami	Director, BGIET, Sangrur	Member
27.	Dr. D.R. Singh	Director, LLRMIMT, Dhudike	Member
28.	Prof. Avtar Singh	Director, Khalsa College of Information & Mgmt. - Amritsar	Member
29.	Col. I.R. Bhadana	Director, BIS Inst. of Science & Tech., Gagra(Moga)	Member
30.	Dr. S.R. Prabhakar	Director, Rayat College of Engg. & Tech., Ropar	Member
31.	Dr. A.S. Bansal	Director, GNIMT, Ludhiana	Member
32.	Dr. Arun Sacher	Director, Bhai Gurdas Inst. of Mgmt. & Tech., Sangrur	Member
33.	Dr. Balwinder Singh	Director, Tagore Inst. of Mgmt. & Tech., Patran, Distt. Patiala	Member
34.	Prof. H.S. Miglani	Director, Doraha Inst. of Mgmt. & Tech., Doraha	Member
35.	Col. H.S. Sangha	Director, Inst. of Management Studies, Ludhiana	Member
36.	Dr. K.N.S. Kang	Director, PCTE- Ludhiana	Member
37.	Dr. O.P. Sahni	Director, PIMT, Mandi Gobindgarh	Member
38.	Dr. Subhash Bhutani	Director, CTIMEIT, Jalandhar.	Member
39.	Dr. Balram Dogra	Director, Apeejay Inst. of Management & Tech., Jalandhar	Member
40.	Dr. Amrik Singh	Director, Shaheed Bhagat Singh Inst. of IT, Abohar.	Member
41.	Dr. M.S. Seekree	Director, KIMT, Ludhiana	Member
42.	Dr. Vipin Dewan	Director, CMTR, Mohali	Member
43.	Dr. Sanjay Modi	Director, HIM, Phagwara	Member
44.	Dr. Gurneet Singh	Director, GGS College of Modern Tech., Karnal	Member
45.	Dr. A.P. Luni	Director, LLRMIMT, Sonapat	Member

Madhu	Director, Chitkara Inst. of Engg. & Tech., Rajpura	Member
A.P. Mehta	Director, Swami Sarvanand Inst. of Mgmt. & Tech., Dinanagar	Member
r. Mandeep	Director, BNSM College of Technical Education, Ludhiana	Member
r. G.S. Yadav	Director, Lovely Inst. of Tech., Phagwara	Special Invitee
r. M.B. Bera	Dean (PG), SLIET- Longowal	Special Invitee
r. Ashok	Chairman- Lovely Institute	Special Invitee
r. Naveen	Sai Iqbal Inst. of Mgmt. & Tech., Badhani	Nominee of Director

At the member of Academic council) also attended the meeting :-

r. Ekonkar Singh	Sr. Lecturer, Sai Iqbal Inst. of Mgmt. & Tech., Badhani
r. M.S. Grewal	SUSCET, Tangori
r. K.S. Panesar	BBSCET- Fatchgarh Sahib
r. Sandeep Kumar	Lecturer, ASBASJ Singh Memorial College of Pharmacy, Bela, Ropar
r. S.C. Ahuja	Sr. Lecturer, Shivalik College of Pharmacy, Nangal.
r. Bajinder Singh Bedi	Lecturer, Sh. Sai College of Engg. & Tech., Badhani
s. Sukhjinder Bath	Asst. Prof., PCTE- Ludhiana
r. Gautam Bansal	Asst. Prof., PCTE- Ldh.
rs. Ramandeep Kaur	Lecturer, KIMT- Ludhiana
r. Sohanpreet Singh	Sr. Lecturer, KIMT- Ludhiana
r. Taranjit Singh	Sr. Lecturer, PIMT, Mandi Gobindgarh
r. S.S. Grewal	Sr. Lecturer, PIMT, Mandi Gobindgarh
r. Kamaljit Singh	Pt. J.R. Govt. Polytechnic Inst., Hoshiarpur
r. K.D. Mannan	G.G.S. College of Modern Tech., Kharar
r. J.S. Sohal	Prof., GNE- Ludhiana
r. Yoginder Pal	Lecturer, CIET- Rajpura
r. Vijay Kumar	Lecturer, PCET, Lalru Mandi
r. Sarbnohan Singh	HOD- Govt. Polytechnical for Women, Patiala
r. Ravinder Singh	Govt. Polytechnical for Women, Patiala
r. Harsh Kumar	HOD- RIMT- Mandi Gobindgarh
r. M.B. Bera	Dean (Academics), SLIET- Longowal
r. Suresh Seth	Dean (Academics), SSIMT, Dinanagar
r. Ajay Prashar	HOD (Mgmt.), Apeccay Inst. of Mgmt. & Tech. Jal.

ectors/ Principals of the following colleges could not attend the meeting
Academic Council and were granted leave of absence:-

1. Amritsar College of Engg. & Tech., Via Jandiala Guru, Amritsar
2. LLRIMT, Moga
3. Ludhiana College of Tech., Katni Kalan, Ludhiana
4. Baba Farid Inst. of Mgmt. & Tech., Moga Road, Barnala
5. Baba Mangal Singh Inst. of Computer Science, VPO Daudhar, Moga
6. Bhutta College of Engg. & Tech., Dist. Ludhiana.
7. CT Inst. of Management & Information Technology, Maqsudan,
Jalandhar.
8. Dashmesh Girls College, Vill- Badal, Muktsar.
9. Desh Bhagat Inst. of Mgmt. & Computer Science, Mandi Gobindgarh.
10. Doraha Inst. of Mgmt. & Tech., V.P.O. Doraha
11. GGN Khalsa College, Civil Line, Ludhiana
12. Guru Nanak Inst. of Mgmt. & Tech., Village Dhaliwal, Hoshiarpur
13. Guru Nanak National Inst. of Mgmt. & Tech., Doraha.
14. International Divine Inst. of Business Mgmt. & IT, Ratwara Sahib, Ropar
15. Jamuna Devi Inst. of Mgmt. & Tech., Bathinda Road, Muktsar.
16. JSS Inst. of Technical Education, Kauli, Patiala.
17. Maharaaja Ranjit Singh Khalsa Technical College, Bathinda
18. Malwa College, Samrala
19. Mata Ganga Khalsa College for Girls, Kottan, Ludhiana.
20. Nanakana Sahib Inst. of Computer Tech., Bhiani Sahib, Ludhiana
21. National College of Information Tech., Jalalabad, Muktsar.
22. Ram Iqbal Inst. of Mgmt. & Tech., Patti, Amritsar.
23. RIMA, Zirkepur, Chandigarh.
24. S. Jasdev Singh Sandhu, Kauli, Patiala
25. S.D. Sabha Inst. of Tech., Barnala
26. Sahibzada Ajit Singh Inst. of Information Tech. & Research, Mohali
27. Sri Guru Nanak Dev Inst. of Tech., Verka, Amritsar.
28. S.S.D. Women Inst. of Tech., Bathinda
29. Technical Education College, Vill Handiya, Barnala
30. Akal College of Pharmacy, Mastuana Sahib, Sangrur
31. Baba Isher Singh College of Pharmacy, Kot Ise Khan, Moga
32. Govt. Polytechnical Inst. of Pharmacy, Amritsar
33. Indo Soviet Friendship College of Pharmacy, Moga
34. S.D. College of Pharmacy, Barnala
35. SBS Polytechnic & Pharmacy, Patti.

(Member Secretary)

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Shri Y. S. Rajan Vice Chancellor welcomed the members to the 10th meeting of the Academic Council and stated that after his joining as Vice Chancellor on 17th October, 2002 he has studied some of the problems being faced by the University and also the opportunities for the university. He hoped that solutions can be found to these problems with the cooperation of all of us. He further stated that colleges and PTU are a part of each other and they are one entity and we have to work jointly for the betterment of technical education and thus leading to greater development in Punjab. He informed that as a follow of the meeting of Board of Governors he has already requested Shri N. S. Kalsi Secretary Deptt. of Information Technology to develop a new website of PTU which can be connected with the websites of the colleges. He briefly described the main university BOG decisions. He said that he would like to see the colleges of PTU to progress and become deemed University like REC, which has recently been declared as VIT. He also emphasized the need for quality technical education in the State, which should have relevance to the industry so that the students have better chances of placement and also contribute to the economic and social growth. After the above introductory remarks the regular agenda was taken up.

Item No. 10.1

Confirmation of the minutes of the 9th meeting of Academic Council held on 23rd September, 2002.

The Proceedings of 9th meeting of Academic Council held on 23rd September were confirmed with the amendments suggested by Dr. R.P. Singh earlier vide his letter no. SBSCET/Fzr-9130 dated 23.10.02.

9.26 (i) " Remuneration of Centre Controller shall be Rs.2000/- for an examination of 15 days & RS.4000/- if the examination exceeds 15 days."

9.25 (ii) " For rent of building etc. Rs. 5/- per candidate will be paid for whole semester examination both for examination centers outside & inside the jurisdiction of PTU."

On item 9.8 (vi) – It was decided to award 50 marks in each semester for all the following activities I) Sports II) NCC/NSS

The matter regarding item no.9.8 (vi) will be discussed in the next academic council.

Item No. 10.2

Action taken on the various decisions taken in the 9th meeting of the Academic Council were reviewed.

Inputs and suggestions made by the members have been incorporated as shown in the columns of action taken table in Annexure-I.

Item No. 10.3

Proposal to start Extension center at ONGC.

After detailed discussions, the Academic Council approved that the University should go ahead with the programme for upgradation of qualifications of ONGC staff as proposed. However, it should be ensured that there is no compromise on the rigorous of academic programmes or the evaluation.

Details are given in Annexure – II.

Item No.10.4

Academic Calendar 2003.

The Academic Council members felt the need for having minimum quota of holidays in order to fulfill the requirements of teaching hours proposed by UGC. The Academic Council decided that the notifications issued by the Punjab Government for public holidays and holidays under negotiable Instrument Act may be put up to a committee of the following to propose the academic calendar for the next Academic year taking into account the suggestions and other government practices.

1. Dr. VP Singh, Director (P&D), Jalandhar.
2. Dr. V. K. Goswami, Director, Bhai Gurdas Institute of Engineering & Technology, Sangrur.

The Academic council decided that on the basis of this committee's report V.C. may approve the revised calendar.

Item No. 10.5.

Holding of University Convocation.

It was decided that Convocation should be held every year in a fixed month where first ten toppers in each discipline from all the colleges may be called for awarding the degree. For the rest of the persons the degree certificates may be awarded by the colleges in a function or may be sent by post or given in person. The main idea is to reach the degree certificate in time.

The Academic Council further decided as under:-

1. All the back log of awarding degree certificates should be cleared immediately and in future award of degree certificate should be prompt.
2. Rs. 200.00 may be charged for giving degree certificate before the annual convocation of the University.
3. For the current year a special convocation may be held in March-2003 to confer degrees on past (back log) toppers.

Item No. 10.6.

Award of medals to University toppers.

It was proposed to award the medals to toppers in each discipline during the convocation ceremony.

No. 10.7

Syllabus to be approved.

Since still some of the syllabi have not been completed, it was decided that

1. Engineering and Pharmacy syllabi may be presented in the next meeting after getting them approved from standing committee.
2. Management syllabi i.e. MBA, BBA, MCA & BCA were approved by the Academic Council.
3. It was further decided that practical training may be included in the Engg. syllabi.

The actions on (1) above to be expedited.

No. 10.7(a)

First year syllabus to be approved and a few queries raised by colleges to be discussed.

First year Engineering syllabus, which has been published and circulated by PTU was approved by the Academic Council. It was also noted that the syllabi for other years may be expedited.

No. 10.8

Remuneration to be paid to Centre-Controller of Examination:

The Academic Council approved that the Centre controller may be given remuneration of Rs.2000/- for an exam. of 15 days and Rs.4000/- if the exam. exceeds 15 days. The Academic Council further decided that center may be created on the basis of the strength of the students. Details of remunerations is given in Annexure-IV

No. 10.9

Migration of students to college from other colleges within the university and from outside the university.

The matter was discussed in detail. Practical problems and some of the practices by students and colleges were also discussed. Migration Rules as given in the Annexure V were approved by the Council. Principals/ Directors of colleges were requested to strictly adhere to these rules before forwarding N.O.C. A Committee consisting of following members was constituted to study and recommend on the cases of migration for the future

1. Dr. Sadhu Singh, Director (Colleges), PTU- Convenor
2. Dr. D S. Garewal, Principal, GNE, Ludhiana
3. Dr. D. B. Tandon, Director, Gian Jyoti Institute of Management & Technology, Mohali
4. Dr. Sanjay Modi, Director, International Institute of Mgt & Tech, Phagwara
5. Dr. KNS Kang, Punjab College of Technical Education, Ludhiana

No. 10.10

Rules for up gradation of branches and category of seats

The upgradation rules are given in Annexure VI

Item No.10.11

Instruction for paper setters

The Academic Council decided that the instruction for paper setters may be referred to Standing Committee of Pharmacy and Management. (Annexure -VII)

Item No.10.12

Rules and amendments regarding admission to B.Tech. 3rd and 5th semester.

The amended rules for admission to B.Tech. 3rd & 5th semester as recommended by committee appointed under Chairmanship of Dr. R. P. Singh Principal, were approved. (Annexure VIII)

Item No.10.13

Approval of online courses, eligibility criteria and examination procedure and other related issues.

A presentation was made by Dr. Sanjay Modi. There were detailed discussions. There were some concerns express about the practical management of maintenance of academic standards. However on the whole, the members in general appreciated the idea and concept of Online Virtual Campus which is a new emerging system of education and is getting acceptance worldwide. When Dr. Modi mentioned about the enrolled students, some members raised a point that it should have been got approved from the Academic Council before starting of the online courses. At this stage, the Registrar PTU informed the members that the BOG in its 7th meeting held on 26.12.2001 has approved this programme. Some members again raised the point that the proposal should have been brought before the Academic Council before getting the approval of the BOG. The Chairman said that it is always elegant to use the correct channels and discuss the matter. The members also desired to know about the details of syllabi and mode of examination. Keeping in view the observations of the members of Academic Council, the Chairman desired that all the details of the programme such as Course Curriculum, Admission Procedure, Eligibility Norms, Examination procedure and Evaluation System giving the comparison with the regular programmes be brought before the Academic Council at its next meeting (Annexure - IXa and IXb).

Points Put on the Table with the permission of the Chair.

Item No. 10.14

Arrangement for Dispatch of Examination Materials to the center of Examination.

The Academic Council approved the following arrangement for dispatch of examination material to the center of examination

* All the colleges affiliated to this university should be clubbed together to prepare a more than geographical list of colleges.

one nodal college serving six/seven other colleges of the jurisdiction. These nodal colleges will be supplied question papers/ blank answer books and other examination material to cater the requirements of those 6/7 colleges attached to the said nodal college. These colleges so attached will collect their related packets of question papers, answer books and examination material from the nodal college and will deposit the written answer books in the nodal college immediately after termination of examinations. The university will collect the answer books only from the nodal colleges/ institutes. The Principal or his nominee will be the co-ordinator. A senior clerk of the office will help him together with a dastri/peon of the college. This staff will be paid honorarium for the extra work as under:

- | | |
|--------------|----------------------|
| 1. Principal | Rs. 2500/- per exam. |
| 2. Clerk | Rs. 1000/- per exam. |
| 3. Helper | Rs. 500/- per exam. |

In all about 17/18 nodal colleges will be nominated and University will deal only with 17/18 colleges instead of about 100 colleges."

It will not only cut down the unnecessary expenditure of the University but also help in bringing transparency in university's working and expedite declaration of results.

Item No. 10.15: Rule for improvement of sessional marks in SLIET, Longwal.

The Academic Council approved the following rules for improvement of sessional marks in SLIET- Longwal. Sessional improvement be allowed in degree program for pass out batches only, i.e. after the completion of six semesters. Students can improve the sessional marks in that subject which is being offered at that time to junior batch. These students have to attend classes with junior batch and can improve the marks up to maximum of 50% (i.e. pass marks) of the total sessional marks in that subject

Item No. 10.16. Remuneration for Ph.D. experts

The Academic Council decided to approve \$50.00 for foreign experts and further decided that remuneration may be paid to all the experts, whether they attend the RDC meeting or not.

Item No. 10.17. Introduction of new courses in affiliated management Institutes.
The Academic Council decided that the matter regarding introduction of new courses may be put up before the Standing Committee

Item No. 10.18. Change of name of Electrical Engineering to Electrical & Electronics.

Deferred

Item No. 10.19 Problems in running BBA/BCA Courses

The Academic Council decided that following courses may be deferred

to standing committee:-

1. Engineering College should not be allowed to run BCA and MCA courses.
2. The dates of admission to various courses run by PTU are announced very late.
3. Downfall in the demand of BBA/BCA courses.
4. Exempt entrance test for BCA/BBA students as we can draw more students to such course.
5. B.Sc. (IT) a correspondence course started by PTU has taken away a major share of our regular BCA admissions.
6. In MCA, regular program, lateral admission for PGDCA students may not allowed.

211 No. 10.20: Regular Colleges may be allowed to run courses run by Distance Education.
Deferred.

211 No. 10.21: Declaration of Toppers list for various courses.

It was decided that topper list of all the disciplines should be put up at the end of every session.

Others:

V.C. explained about the BOG desire to increase the Masters Degree program (as M.Tech., M.E. etc.). Colleges which have the capability may soon propose to introduce in the coming academic year itself. Those who are already conducting may consider additional intake.

It was also decided that the procedures for entry to Ph.D. registrations may be simplified and emphasis may be more on the assessment of the academic work. The Ph.D. committee may recommend on such details from time to time.

V.C. also apprised the Academic Council about the issues and problems relating to the Distance Education Program. In view of the complexity of the problem, it was discussed in BOG. It has been decided to set up a Task Force to study the situation. The recommendation will be in two part : one to deal with those who have been admitted, second the future course of action and new entrants

Academic Council will be kept informed of the progress.

V.C. also desired that in future all such issues relating to academic matter be first considered by the Standing Committee & then brought to Academic Council before programmes are launched

Issues regarding some of the intants like non-refund of fees or advance money etc was discussed. It was decided that PTU & Colleges/ Institutions will clear arrears immediately. It was also decided that Colleges/ Institutions should not seek for clearance by filing a whole lot of applications as some applications

may send with delay. It was considered a good practice to clear within about week of receipt of a case; if there's any problem a reply should go. On the part of PTU V.C. said that he would institute a system and monitor the backlog. He requested the colleges/ institutes also to do the same.

The question of relaxation of number of appearances was discussed. It was decided that the existing rules should be enforced effectively and not allow "mercy" cases. V.C. also requested the Principals/ Directors to send clear messages to the students/ faculty that we should aim completion of the semester in backlog. Only then the standards can be raised and also the clashes in exam schedules reduced. It was also noticed that the reappear exams for the last chance to be done in such a way that the reappear exam result can come before the semester (eg. Before 5th for Engg., before 3rd for MBA etc.)

VC also informed that a number of BOG members were concerned about the "very lenient" internal evaluation of some of the colleges and desired that 40% & 60% to be dispensed with to make 100% as university exam. After a discussion BOG has agreed to retain the existing system. VC said that we should all remember the message and try to be rigorous in our internal evaluation. He would ideally like to move to system of greater percentage for internal evaluation; but it can take place only when colleges are strict and are concerned with quality.

VC also briefly mentioned about a number of initiatives being taken with a few foreign universities for linkages in various areas and with NIIT for certain special courses on IT. As proposals nucleate from discussion stage we will discuss them in the Academic Council/ Standing Committee.

VC also mentioned about the need for greater attention to the placement of students and keeping track of alumni. BOG had also made a special emphasis for immediate purposes. We may attempt to have a placement agency to help students; they may take a small charge for services.

VC also informed about the initiatives on Website, industry linkages etc. He also informed about the concept of 'knowledge reservoir' through which PTU/colleges/websites can tap the knowledge from eminent/ experienced persons from Industry/ Academia/ Laboratories from India & even abroad. The colleges/institutions can utilize their services as visiting/ adjunct professors to fulfill certain courses and also to enhance specialized knowledge in select areas. VC also requested Principals/ Directors to refer case of such well known persons in different fields and send their biodata. VC also desired ideas from the Principals/ Directors to continuously enhance relevancy and quality of PTU colleges.