

**MINUTES OF THE 18TH MEETING OF THE ACADEMIC COUNCIL HELD ON
4TH OCTOBER, 2004 AT CT INSTITUTE OF MANAGEMENT &
TECHNOLOGY, JALANDHAR.**

The meeting was chaired by Dr. S.K. Salwan, Vice-Chancellor, PTU.

The list of members who attended the meeting is placed at Appendix – A.

The chairman welcomed the members and in his inaugural address briefed the Council on various issues that concerned the University, colleges and technical education in the State. He mentioned that the BOG was concerned with future of the students and the state of quality of technical education in the State. He stated that in its last meeting the BOG had covered academic regulations as recommended by the Academic Council from every angle and that the Board was confident that implementation of the new regulations would not only streamline the academic process but would also go a long way in providing stability to the University systems. The chairman mentioned that these things could be achieved only through teamwork between the University and colleges. The Vice-Chancellor indicated that the University was making an all out efforts to develop the system for effectiveness of the University control system. He solicited the members to particulate whole-heartedly and support endeavours of the University.

He welcomed the new members and introduced them. The following were introduced to the Academic Council:

1. Dr. M.S. Saini, Dean (Examinations)
2. Dr. Siby John, Dean (Academics)
3. Dr. R.P. Singh, Associate Dean (Dean (DEP))

He also mentioned that Prof K.S. Klair had taken over as Dean (R & C) and handed over the duties of Controller of Examinations to Dean Examination. The chairman appreciated the work of Prof. Klair as Controller of Exam for the past 3 years.

The chairman also introduced the following new members

1. Dr. Dayal Chand, BCET, Gurdaspur
2. Dr Pathania, CT Institute of Engg. & Tech., Jalandhar
3. Dr. C.S. Rao
4. Dr. G.S. Kainth



The Council confirmed the proceedings of the 17th Academic Council held on 5th August, 2004 at DAV Institute of Engineering & Technology, Jalandhar and noted action taken. The Chairman briefed the Council that Kohli report as amended and recommended by the Academic Council was presented to the BOG in its 15th meeting held on 9th August, 2004 at Chandigarh. The BOG has constituted Dr. R.S. Khandpur committee in its 12th meeting and authorized Dr. Khandpur to study and analyse the recommended regulations. Dr. Khandpur had held meeting on 9th September, 2004 at the University, wherein a few Principals were present and the recommended regulations had been deliberated upon. The refined regulations had been presented to the BOG by Dr. R.S. Khandpur in its 16th meeting held on 17th September, 2004. The BOG had accorded approval to the Academic Regulations – 2004.

The chairman informed the members that Academic Regulations as approved by BOG (after being recommended by the Academic Council) had been circulated to the members in the form of a booklet. These have been designated as Academic Regulations, 2004.

The Chairman mentioned that there was only one formal agenda being taken up during the current meeting of the Council. It delved in briefing of the Academic Regulations –2004, deliberations there on and steps required to implement these.

Dr. R.P. Singh briefed the Council members on the Academic Regulations covering all aspects in detail.

1. During the briefing it was enquired by the members of the Council whether the lectures were to be taken as those delivered or construed. The chairman clarified that the regulations specified that these were lectures scheduled in the semester and included lecture+tutorial+practical in the subject. He mentioned that a committee would be convened to regulate implementation which would provide details on the methodology of implementation.
2. Some of the members wanted to draw the attention of the Council to Article 3.2.1(vi) and said that the time of seven days given prior to start of

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this end semester examination to inform the debarred students of their ineligibility was too a shorter period. The chairman mentioned that the responsibility of informing the students rests with the principal of the respective college and each principal would devise methods of informing the students. Whatever method is devised, the final count of attendance would be taken up seven calendar days prior to commencement of the theory examination at the end of the semester. On a doubt as to when a student is permitted to take reappear to improve his/her grade, the chairman clarified that a student could take reappear in the theory examination in any subject in which his/her aggregate of internal and external marks was less than 50%. A student could also take improvement examination in any subject of his/her choice but the improved awards would be taken into consideration only incase the aggregate of the marks secured over the entire course of study was less than 50% at the end of the full term of the course. Further, a student earning less than 50% aggregate could also take an examination for improvement in any subject on completion of his/her normal tenure of studies.

3. To the issue of criteria of condoning of attendance shortage upto 10% by Dean of the university in case of university/constituent colleges or principal/director of affiliated colleges, the VC informed the members that each condonement is to be recorded by the concerned authority and such recording must be forwarded to the university. The criteria of condonement shall be detailed out by the committee regulating implementation. The chairman stressed on the need for the principals to explain the regulations clearly to the students of their respective college, particularly 2004-05 batch as their criterion for promotion to 3rd semester would be regulated by these regulations if they adopted these regulations.
4. On a doubt raised by the members on the applicability of clause 6.1 to the current students of 3rd and 5th semester, the VC informed that all the students who had already registered for 3rd and subsequent semesters would be allowed to continue their studies provided they satisfy the attendance criteria as per academic regulations 2004. Clause 6.1 would not debar them from further promotions, even though they may not have

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passed 50% of the theory papers of first year (taken together) at the time when they registered for the 3rd semester.

The Registrar mentioned that the authority letter for implementation of academic regulations-2004 had been circulated vide letter No.PTU/Reg./7184 dated 29.09.04 and it was mandatory that all the students currently enrolled with the university exercise their option. The format of the affidavit was also circulated alongwith the above referred letter and also tabled during the meeting. The format is placed as Appendix-B to the minutes.

The Chairman clarified that the last date for exercising option and forwarding it to the University as mentioned in the above referred letter stands extended to 28th October, 2004. The affidavit completed in all respects must reach the University not later than 1st November, 2004. The affidavit has to be countersigned by notary public/ Magistrate. These affidavits should be submitted to Prof. K.S. Klair, Dean (R & C) in the University. He, however, advised the members not to wait for the last day. The chairman further mentioned that the colleges must undertake extra lecturers so as to permit the students to make up loss of attendance for those students who were not permitted to register for any semester. It was mandatory to attend 75% of the classes scheduled from 5th October, 2004 onwards and the college must conduct as many classes as is necessary so that students could make up for shortage in attendance as well as cover up the prescribed syllabus within the time available. For this, he said the classes may be conducted beyond the working hours and preferably on weekends. The University would not permit any student, whose attendance falls short of the mark to conduct the end semester examinations.

Some of the members pointed out that under clause 5.1.10, there would be no reappear in the sessional/internal assessment of theory and practical subjects then only student will be declared pass in a subject in which he/she has failed to earn 40% in sessional. The chairman explained that the awards in internals would remain as it is but the student may take re-exam in external theory and would be declared pass in a subject only if the student earns 40% marks in the following:



1. External theory exam
2. External practical EXAM
3. aggregate in the subjects

The chairman briefed the Council that the members of the BOG were critical of the education system of the University. They deliberated at length on the ways and means to end adhocism for sustenance of PTU system. The members discussed that for this, the University must improve quality of the technical education imparted, standard of papers. The VC mentioned that these were outlined in the agenda. For implementing quality education a team of members would be constituted which will work with Dean (Academics). The recommendations of BOG on quality improvement were deliberated at length including its implementation. The recommendations are included at Appendix-C to the proceedings.

The following committee was constituted :

1. Dr. Siby John, Dean (Academics)
2. Prof. M.S. Seekree
3. Dr. R. Gupta
4. Dr. Kirpal Singh
5. Dr. J.K. Sharma
6. Dr. H.S. Sahota
7. Dr. B.B. Tandon

The members expressed that stress of the University must simultaneously be on declaration of results in time. The Vice-Chancellor informed the Council that the University is likely to resort to table marking system at few of selected nodal points. Some of the members were apprehensive that it may not be practicable to have a small number of large nodal centres where the examiners would have to move a logistical on the other hand a large number of small centres was easy and pragmatic. The Vice-Chancellor appointed a committee to regulate paper marking and declaration of results for the December, 2004 examinations. The following committee was constituted:

1. Dr. M.S. Saini, Dean (Exams) - Convener
2. Prof. C.L. Kochhar
3. Dr. P.K. Bansal
4. Prof. V. K. Dewan
5. Dr. H.S. Sagar
6. Mrs. Satwinder Kaur

Prof. Dewan pointed out that in relations to article 3.3.1 (i), (ii), and (iii) specified slabs of fee to be charged on account of delay in submission of examination forms. The Registrar clarified that this was made applicable when the Academic Calendar was not strictly adhered to and the calendar itself was fluidic., Now we have definite dates for the registration in the semesters. Similarly, the end semester exams are also conducted as per the schedule. Hence we may dispense away with slab system of examination and hold a single cut off date for every of late fee. The chairman mentioned that since the Academic Regulations had been approved by the BOG hence it was appropriate that for the current examination the slabs as mentioned in article 3.3.1 (i), (ii) and (iii) should continue to be followed and the modifications to these as recommended could be taken to the BOG. for its approval .

Prof. Dewan mentioned that it was indeed necessary to streamline the University system and to evolve University processes.

The chairman mentioned that steps had already been initiated in the direction and a step by step implementation was being made. He mentioned that the review of the academic regulations and its unification was a step in the same direction.

The VC also mentioned that a moderation committee would also be constituted which would moderate the internal assessment by various colleges. This will provide a common platform of assessment.

The meeting come to an end with a vote of thank to the chair.


(Dr.M.S. Grewal)
Secretary

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