



AGENDA

Twelfth (12th) Meeting of SENATE of

Indraprastha Institute of Information Technology, Delhi

Date: 27th July 2010

Day: Tuesday

Time: 3.30 PM

**Venue: **Conference Room
3rd Floor, Library Bldg
NSIT Campus
Dwarka, Sector - 3
New Delhi****

TWELFTH (12TH) MEETING OF SENATE OF IIT-DELHI

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TWELFTH (12TH) MEETING OF SENATE OF IIIT-DELHI

AGENDA

12.0 Opening remarks of Chairman

12.1 Confirmation of minutes of the 11th Senate meeting (Annexure 1)

12.2 Filling up of vacancy in Senate owing to resignation of Dr. Manish Gupta

Dr. Manish Gupta, Director, IBM Research - India has resigned as a member of the Senate of IIIT-Delhi. Dr. Mukesh K Mohani will be our new Senate member in place of him. The same has been approved by the Director, IIIT-D.

12.3 Appeal of students – Case of Mr. Pranshu Raghuvansh

12.4 Accepting new students in the Phd, MTech and BTech Program. The list of candidates admitted are placed at (Annexure 2)

B.Tech Program 2010:

Category	Delhi (85)	Outside Delhi (15)
General	53	9
SC	17	3
OBC	6	--
ST	1	--
CW	5	1
PH	3	--
Filled Seats	84	13

- 2 offers not accepted in Outside Delhi General
- 1 admission withdrawn in ST Delhi

Phd Program 2010:

After first round	-	08
After second round	-	02
Sponsored Candidate	-	01

M. Tech Program 2010:

No. of candidates admitted	-	20
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- 12.5 Repeat Rules for 1st year student**
- 12.6 Review of Ordinances and Regulations for B Tech Program (Annexure 3)**
- 12.7 Review of Regulations for BTech (IT) Program (Annexure 4)**
- 12.8 Recommendation for review of Selection Committee Panel**
- 12.9 Standing Committee for Academic Appeals**
- 12.10 Students who had deficient academic performance and have to repeat the year. (Annexure 5)**
- 12.11 Any other matter with the permission of Chair**



Minutes of the 11th Senate Meeting of IIIT-D held on 20th May 2010, at 3.00 PM in Conference Room, Library Building, IIIT Delhi

Following members were present:

- | | | |
|------------------------------|---|------------------------------|
| • Prof. Pankaj Jalote | - | Chairman |
| • Dr. Veena Bansal | - | Faculty for student affairs |
| • Dr. Astrid Kiehn | - | Faculty for academic affairs |
| • Dr. K. K. Biswas | - | Member (from IITD) |
| • Dr. Mayank Vatsa | - | Member |
| • Dr. Ponnurangam Kumaraguru | - | Member |
| • Dr. Pushpendra Singh | - | Member |
| • Dr. Richa Singh | - | Member |
| • Dr. Somitra Sanadhya | - | Member |
| • Dr. Vikram Goyal | - | Member |
| • Dr. Ashish Sureka | - | Member |
| • Dr. Anirban Mondal | - | Member |
| • Mr. Saurav Maitra | - | Student Representative |

Special invitees:

- | | | |
|------------------------|---|-----------------|
| • Dr. Gaurav Gupta | - | Faculty, IIIT-D |
| • Dr. Shishir Nagaraja | - | Faculty, IIIT-D |
| • Dr. Saket Srivastava | - | Faculty, IIIT-D |

11.0 Opening remarks of Chairman

The Chairman extended a warm welcome to all those who were present in person. The members who could not attend the meeting were granted leave of absence.

11.1 Confirmation of minutes of the 10th Senate meeting.

Minutes of the 10th Senate meeting was circulated through email. Director requested the members to provide the comments/feedback on the changes made in the UG and PG manual (as discussed in last senate meeting).

11.2 Report on Ph.D Admission 2010

The Senate took note of the summary report on the admission procedure for Ph.D Program 2010 for the academic year 2010 – 2011. The list of recommended candidates was accepted.

The Director also appraised the Senate that the Institute is exploring the possibilities of full-time sponsored candidates from some companies (ex: Robert Bosch).

11.3 Report on M.Tech Admission 2010

The Senate took note of the summary report on the admission procedure of M. Tech Program with specialization in Information Technology for the academic year 2010 – 2011. The list of candidates was accepted.

11.4 Appeal of students

Appeal from Mr. Pranshu Raghuvansh:

Chairman briefed about the case to all the members of the Committee. Pranshu requested to allow him to withdraw his application. Dr. Jalote explained him that he is not a student and hence cannot withdraw. He will have to appeal to the Senate to take back its decision or expulsion order. In reply, Pranshu has sent his application for the same.

The case is deferred as Pranshu was not available, and as the Senate felt that more information should be obtained about handling such cases.

Appeal from first year students (2009 batch):

Astrid briefed the members that 5 students have less than 18 credits that is the required number of credits to stay in the institute and repeat the year.

All the students submitted the mercy plea. One student Aditya Kumar joined the institute late. He was also enrolled at DU and was thinking of going back

and forth between DU and IIIT-D. Hence, he was not able to concentrate on his studies. Now he wants to stay here at IIIT-D and focus on his studies.

Abhishek Meena cleared 6 credits, but he realizes his mistakes that he has not studied and promises to work hard.

The Senate was apprised of policies of other Institutes. NSIT, it seems, routinely allows such students to repeat the year. IIIT-Hyderabad takes the approach that of being strict on the requirements for moving to second year, but do not terminate the program, even though they counsel students to explore whether the program is fit for them. IIT Delhi seems to have taken an approach of not terminating after first year, but giving the students a chance, though the expected performance for continuing in the program for the repeat year is pegged higher.

It was felt that terminating the program of the students is very strict, as they may have no option left this year since most of the entrance exams are over.

It was decided: (1) these students be allowed to repeat the first year, but they must be required to pass at least three (out of four) of the CS courses in the first semester of the repeat year, failing which their program will be terminated but put high bars for the next semester. It was felt that setting the expected performance for the next semester is better than expected performance for the full year, as it will give a clear message to students by December, which will allow them to apply and appear in competitive exams. (2) The Director will meet with the parents of these students and encourage them to explore options as the IIIT-D program appears to be not suited to these students.

Six students have between 18-22 credits and, as per rules have to repeat the first year. All except one have appealed to be allowed to proceed without repeating. It was felt that allowing weak students to continue to second year will be detrimental to their studies, as having strong foundations is very important, and continuing with the backlogs will most likely result in accumulation of more backlogs. Hence, it was decided that all these students should repeat the first year, as per rule.

Appeal from Second year students (2008 batch):

Adesh was in second year and failed five courses. He has appealed that his program not be terminated and he be allowed to repeat the second year. The Senate was informed that the Director and faculty incharge of academic affairs have talked to the student and his parents, and have explained to them

the gravity of the situation and that it may be best for him to move to some other Institute. However, he still wants to repeat the second year, and has appealed for the same. The Senate decided to allow him to repeat the second year. Furthermore, since he has a backlog (in CO from first year), if the schedule permits, he may be allowed to do CO in the second semester of the repeat year in place of one of the CS courses that he has passed. He is required to clear at least three of the CS courses in both the third and fourth semesters for continuation in the program.

Attendance rule:

We have issued academic warning to the students. The students with attendance below 70% will be put under academic warning.

Proxy:

Some students are put under academic warning due to proxy. The matter is transferred to the Disciplinary Action Committee for decision.

11.5 Workshop on teaching and learning

The Director informed the Senate that there is a plan to hold a workshop on Teaching and Learning, perhaps as a celebration of the 2nd anniversary of IIT-Delhi.

11.6 Approach/guidelines for disciplinary action, in particular cheating

Director appraised the Senate about the broad process for disciplinary action agreed by the Board and which was sent along with the agenda.

It was clarified that the Director can accept/reject/return the recommendations of the disciplinary Committee, but not change them.

Regarding the two members from the student council in this committee, it was felt that they should be there to give student views but should not be voting members, as it can put an undue pressure on them.

It was also agreed that a summary of decisions of DAC should be communicated to all the faculty members in the faculty meeting. It was further agreed that every semester/year the list of students on Warning, new students in it, students whose warning period has ended, etc should be tabled to the Senate.

Guidelines for Disciplinary Committee:

The broad guidelines for Disciplinary Committee were agreed. After a long discussion, specific guidelines for copying in assignments and tests were also agreed.

It was agreed that proper messaging be done about these guidelines when the students come next semester, as the main purpose of these is to act as deterrent rather than for punishment.

It was clarified that, as per wishes of the BOG, these guidelines and the process will be referred to some lawyer for review and necessary changes.

11.7 Attendance Policy

The note circulated on attendance policy was discussed. It was agreed that we move to a policy of taking attendance but not necessarily assign any weight to it. The motive is not to force them to come but encourage them to come, and faculty members should take it as a challenge. It was, however, clarified that individual faculty members can assign limited weight to attendance, or use attendance in some manner, or require attendance, if they so wish. It was also agreed that individual faculty members might do some experimentation to understand the impact of attendance on learning, if they so wish.

11.8 Any other matter with the permission of Chair

There being no other item, the meeting ended with vote of thanks to the Chairman.

B. TECH PROGRAM 2010

Sl. No.	FirstName	LastName
Outside Delhi		
1	Priyanka	Kumar
2	P SHIPRA	
3	aditi	lal
4	SHUBHANKAR	TIWARI
5	Sahil	Jain
6	SHUBHAM	SINGHAL
7	NIKHIL	NAGRATH
8	Ayushi	Goyal
9	PRACHI	AGARWAL
10	AKKINENI AJAY	KRISHNA
11	Abhimanyu	Khanna
12	Ayushi	Aggarwal
13	Aishwarya	Jain
Delhi		
1	Priya	Sharma
2	Shayan	Lahiri
3	KIRTI	LAMBA
4	Himanshu	Gargas
5	JYOTIKA	DORA
6	SHRUTI	GOCHHWAL
7	SAKSHI	SAINI
8	MOHIT	Solanki
9	Arpit	Anand
10	Vasant Prabhat	Raghav
11	Himanshu	Verma
12	neha	kardam
13	ANMOL	KELKAR
14	Mayank	Gautam
15	Monika	
16	RUCHIKA	KOLI
17	Samiran	Roy
18	MANISHA	GAUTAM
19	AKANKSHA	
20	Sanya	Singh
21	NIKHIL	
22	Amol	Verma
23	Apoorv	Narang
24	ROHAN	VERMA
25	udit	verma
26	ANIRUDH	CHAKRAVORTY
27	Nikhil	Nagpal
28	SHREYASI	AGRAWAL
29	Karan	Kalra
30	Harshit	Shukla
31	KASHISH	CHAWLA

B. TECH PROGRAM 2010

32	Soumya Vardhan	Singh
33	NIKITA	JUNEJA
34	Mithil	Gupta
35	Pranjal	Thapar
36	AKSHIT	GUPTA
37	PRANEET	SHARMA
38	JAHNAVI	KALYANI
39	Purujit	Negi
40	DEEPANKER	AGGARWAL
41	Mayank	Verma
42	UTKARSHA	BHARDWAJ
43	Nishant	Jain
44	NIKHIL	HOODA
45	apoorv	saini
46	Adway	Malhotra
47	Tanmay	Goel
48	TANYA	MISHRA
49	Kshitiz	Bakshi
50	Astha	Solanki
51	Yash	Lamba
52	Ujjwal	Gupta
53	karan	khurana
54	LOKESH	Garg
55	Sukriti	Jain
56	Abhishek	Sharma
57	AKSHAY	GUPTA
58	KUNAL	MEHTA
59	Devika	Sondhi
60	ANKUR	GOEL
61	SAMPOORNA	BISWAS
62	Priyanshu	Gupta
63	MANSI	VASHISHT
64	SHRUTI	KAPUR
65	Paritosh	Mittal
66	JATIN	THAPAR
67	Sushant	Mehta
68	Rhea	Goel
69	MANIK	MALHOTRA
70	vinayak	chopra
71	ARJUN	AHUJA
72	AKSHAY	RAJVANSHI
73	ABHISHEK	GUPTA
74	Karan	Gupta
75	VIKAS	Singh
76	ARPITA	ROY
77	ANULIMA	CHOUDHARY
78	SAURABH	

B. TECH PROGRAM 2010

79	SAURABH	YADAV
80	ABHIMANYU	YADAV
81	Shubhansh	Agrawal
82	Raghav	Anand
83	Ankit	Mittal
84	Lakshay	Bharti

M. TECH PROGRAM 2010

Sl.No.	Name of the Students
1	Anshu Malhotra
2	Anupama Aggarwal
3	Anuradha Gupta
4	Chandrika Bhardwaj
5	Kamini Sharma
6	Komal Kochar
7	Komal Sachdeva
8	MADHURI SIDDULA
9	Madhvi gupta
10	Manasi Sachdeva
11	Mohona Ghosh
12	Niharika Sachdeva
13	Nilesh Sharma
14	Prateek Dewan
15	Pulkit Mehndiratta
16	Ratnala Santosh Kumar
17	Robin Kumar Verma
18	Sakshi Agrawal
19	Sneha Shukla
20	Vidushi Wanchoo

PHD PROGRAM 2010

Sl No	Name of the student	
1	Aditi Gupta	
2	Anuda Aggarwal	
3	Mohit Sethi	
4	Paridhi Jain	
5	Rudrasis Chakraborty	Withdrawal
6	Sonam Gupta	Withdrawal
7	Tejas Indulal Dhamecha	
8	Pandarasamy Arjuna	
9	Siddhartha Asthana	
10	Anush Sankaran	
11	Damodaran Kamma	Sponsored Candidate

INDRAPRASTHA INSTITUTE OF INFORMATION TECHNOLOGY (IIIT-D)

ORDINANCES FOR BTECH PROGRAM

1 General

- (1) The basic structure and philosophy of a B.Tech program is defined in Regulations for B.Tech Program, and are applicable to current B.Tech programs and any B.Tech programs that may be introduced in future. However, a program may have additional requirements, which will be specified in regulations for that program.
- (2) The Senate is the main body for all academic matters, and notwithstanding anything that has been stated in the regulations, the Senate has the right to modify/relax any of the regulations from time to time.

2 Academic Calendar

- (1) Each academic year shall have two regular semesters and one summer term. Most courses shall be taught in the regular semesters. The semester timeline shall be defined in the academic calendar of the Institute.

3 Admission

- (1) Admission to the BTech program is through entrance test, which may be conducted by the Institute or some other, approved body. The eligibility criteria for appearing in the entrance test(s), weight assigned to the entrance test performance and other parameters, and the criteria for admission, shall be approved by the Board of Governors and announced in the admission prospectus each year.
- (2) The number of admissions that can be made to any approved program of the Institute shall be as decided by the Board of Governors, and announced in the prospectus each year. The Board shall seek inputs for the same from the Senate.
- (3) The reservation policy shall be decided by the Board of Governors, and shall be announced in the admission prospectus each year.
- (4) Every student admitted provisionally or otherwise to any program of the Institute, shall submit, by the prescribed date, copies of the qualifying

degree/provisional certificate and other such documents as prescribed by the Senate.

- (5) The admission of a student may be cancelled by the Senate at any time during the program if it is found that the student had supplied some false information or suppressed relevant information while seeking admission.
- (6) For admission with advanced standing, policies/regulations shall be approved by the Board.
- (7) Fees for admitted students shall be as decided by Board of Governors.

4 Teaching and Evaluation

- (1) The medium of instruction will be English for all courses, except for courses on foreign/local languages.
- (2) Each course is conducted by the assigned Instructor with the assistance of tutors and/or teaching assistants. The Instructor responsible for conducting the lectures, tutorials, and labs, holding the tests and examinations, evaluating the performance of the students, and awarding grades at the end of the semester/summer term.
- (3) A system of continuous evaluation is employed, in which, during a course, various instruments like tests, exams, assignments, projects etc. are given to assess the learning of students. All evaluations are the responsibility of the instructor of the course.
- (4) At the end of the semester, based on the overall performance in the course, a letter grade is awarded to each student by the instructor. Each letter grade carries certain points which are used in the computation of the semester/overall performance.
- (5) A letter grade once awarded shall not be changed unless the request is made by the Instructor of the course and is approved by the Senate.

5 Continuing in the Program

- (1) Students admitted to the BTech programs shall normally pursue the program initially allocated to them. However, the Senate may permit change of program for a limited number of students, for which it shall specify suitable regulations/guidelines.
- (2) For continuing in the undergraduate program the student has to show satisfactory academic performance as may be defined by the Senate from time to time. If the academic performance falls short, a student may be

asked to repeat a year, placed under warning/probation, or his/her program may be terminated.

6 Graduation Requirements and Grant of Degrees

- (1) A student becomes eligible for the award of the BTech degree after fulfilling all the academic and non academic requirements prescribed by the Senate and as specified in the Regulations.
- (2) The normal duration of the BTech program shall be four years (eight semesters), in which the student is expected to successfully complete/earn specified number of credits. A student completes/earns the credits of a course if he/she registers for the course and obtains a passing grade.
- (3) A student enrolled in a BTech program may also graduate with Honors, provided the student also completes all the additional requirements for Honors, as specified in the regulations.
- (4) A student who completes all graduation requirements is recommended by the Senate to the Board of Governors (BOG) for the award of degree in the convocation.
- (5) Under exceptional circumstances, where gross violation of the graduation requirements or use of dishonest means is detected at a later stage, the Senate may recommend to the Board of Governors to withdraw an already awarded degree.

REGULATIONS FOR BTECH PROGRAM

1 General

- (1) While, the Senate is the main statutory body for all academic matters, including student discipline, the Dean of Academic Affairs (DOAA) shall be responsible for the implementation of the decisions taken on academic matters by the Senate and smooth functioning of the academic programs. DOAA's office receives, processes and maintains all records relating to the undergraduate programs including curricula, courses offered, academic calendar, registration, leave, examinations, grades and award of degrees and prizes; disseminates information and issues orders pertaining to all academic matters; processes requests from students regarding academic matters.
- (2) A course may be of 4, 2, or 1 credit. A registered student who passes a course earns the credits assigned for that course.
 - a) **A 4-credit course.** The course will have 3 hours of lectures per week, with a total of about 39 hours of lectures (13 weeks). In addition, one hour of interaction per week is expected, which may be in form of structured tutorials. There may also be labs in the course.
 - b) **A 2-credit course.** The course will have 1.5 hrs lectures per week for the whole semester, or 3 lectures per week for half the semester. The total lectures hours will be about 20. Intensive short-term courses of 2 credits are also possible, though it is expected that the duration of such a course will not be less than 3 weeks. A 2-credit course may or may not have tutorials and labs.
 - c) **A 1-credit course.** The course is likely to be run as a short course on a very specialized topic. Such courses may also be run during vacations. A 1-credit course will have a total of about 10 hours of lecture over a period of, generally, not less than 2 weeks.
- (3) Certain courses such as self growth, community work, may be taken for variable number of credits.

2 Academic Session and Calendar

- (1) There are two regular semesters and one summer term in a year. Most courses are taught in the regular semesters. The semester timeline shall be defined in the academic calendar and will be broadly the following.

- a) **Semester I (Monsoon Semester).** Starts around August 1 and ends around the last week of November.
 - b) **Semester II (Winter Semester).** Starts around January 2 and ends around the last week of April.
 - c) **Summer Term.** Starts around the middle of May and ends around middle of July.
- (2) A semester is of about four months in duration with 13 weeks of teaching, a mid-semester recess, a mid-semester examination, and an end-semester examination. Generally the last 10 days in the semester are reserved for the end-semester examination, presentations, demos etc. The summer term is about half the duration of the regular semesters, and the courses taught run at faster pace to complete in duration of the summer term.
- (3) The **academic calendar**, published every year/semester specifies the dates for major academic activities like registration, examinations, mid-semester recess, etc. will be prepared and published by DOAA, and tabled in the Senate.

3 Admission

3.1 General

- (1) Admission to the undergraduate program at IIT-Delhi is through an entrance test. The eligibility criteria for appearing in the entrance test of IIT-D is that the student must have passed class XII and should have obtained above a certain percentage in Physics, Chemistry, and Mathematics. Details about the eligibility criteria and entrance test are announced through the admission prospectus each year.
- (2) Candidates whose programs had been terminated at any other university/institute on disciplinary grounds shall not be eligible for appearing in the test.

3.2 Reservations

The current reservation policy (decided by the Board of Governors) of the Institute largely reflects the policy of Delhi Government. Currently, 85% of the seats are reserved for Delhi candidates (i.e. those who have completed class XII from a school/college/institute located in Delhi), and 15% for outside Delhi candidates. Category-wise reservation is provided within these limits, as explained in the prospectus for each year.

3.3 Fulfillment of admission requirements

- (1) During counseling, based on the merit list of the admission test and reservations, a candidate will be invited to join the institute. A candidate will be admitted if he/she
 - a) presents original documents fulfilling the eligibility criteria,
 - b) pays the required fee, and
 - c) completes the admission formalities.

- (2) Those candidates unable to show the proof of fulfilling the eligibility criteria may be given a provisional admission subject to their presenting such a proof by the following September 30.

3.4 Cancellation of Admission

- (1) The admission of a candidate to the undergraduate program may be cancelled if he/she does not pay the fee by the given date or does not report on the announced day for registration. The Institute reserves the right to extend the date of reporting and date of depositing fee in case of genuine reasons.

- (2) The admission of a student may be cancelled by the Senate at a later date if it is found that the student had supplied some false information or suppressed relevant information while seeking admission.

3.5 Non-degree Students

A non-degree student is a student registered for a degree in a recognized university/ institute in India or abroad and who is officially sponsored by that Institute/university to complete part of the academic requirements at IIT-Delhi. Such students may do courses or projects in IIT-D, and will be given transcripts for the academic work carried out at IIT-Delhi. During their stay at IIT-D, such students will also be governed by all academic and disciplinary rules of IIT-Delhi. Credits earned by a non-degree student at IIT-Delhi cannot be applied towards any degree/diploma offered by IIT-Delhi at any time. The admission to non-degree status is decided on a case to case basis. The applications are received by the Dean, Academic Affairs.

4 Registration

1. At the beginning of each semester, a student shall register for the courses he/she wishes to take in that semester. A student shall normally be allowed to register for a course only if he/she has passed all the necessary pre-requisites for that course.
2. Registration is compulsory for all students who are not on leave of absence, and is the sole responsibility of the student and must be completed before the last date of registration. Failure to register may lead to termination of the program of the student for that semester.

4.1 Registration Procedure

- (1) Registration will generally be done just before the start of classes in a semester. Pre-registration for a semester can be done toward the end of the previous semester. Students will be informed about these dates and other details every semester.
- (2) Registration process has two parts: academic, and administrative and both must be completed in order to complete the registration process. Academic registration includes specifying the courses that the student wishes to do in the semester and getting the necessary approvals. Students can seek advice from Advisors nominated for the purpose by Dean of Academic Affairs. Administrative part includes paying all dues to the Institute.

4.2 Late Registration

Late registration is permitted as per academic calendar on the payment of late registration fee. The late fee may be waived if the delay is due to an academic activity undertaken with prior permission. The number of days missed due to late arrival shall be treated as leave of absence.

4.3 Adding or Dropping of Courses

A student can change the courses that he/she does in a semester by adding and dropping courses till the last date for add/drop as specified in the academic calendar. In addition, a student can withdraw from at most one elective course up to the last date specified in the academic calendar, which will normally be after the mid-semester examination. During the summer term, a student may be permitted to drop one course any time.

4.4 Registration of Students with Backlogs

A student has a backlog if he/she has not taken or has taken but failed in course(s) of previous semester(s). The registration of such a student must be approved by the DOAA who will advise the student. Generally, the student should register in a manner that he/she can clear as many backlog courses as are available.

4.5 Cancellation of registration

A student is solely responsible to ensure that all conditions for proper registration are satisfied, and there are no timetable clashes. The registration may be cancelled by DOAA for a course if any irregularity is found at a later stage. A student's registration for the semester may be cancelled as part of disciplinary action. Leave beyond permissible limits may also result in cancellation of registration for a semester.

4.6 Summer term registration

Registering in the summer term is optional. A student may register for up to 8 credits of courses that are offered during the summer term. The registration shall be done just before the start of the term. There will not be any late registration in the summer term and a student shall not be allowed to add a course after registration.

4.7 Academic Load

Normally students will take courses as per the program. Normal load for a semester is 16 to 20 credits. An overload is defined as when a student takes more than 20 credits in a semester. A student may be allowed, with permission of the Dean, Academic Affairs an overload of up to 4 credits in a semester. Students in the Honors program are allowed 4 credit overload in one semester during the last four semesters of their program, without needing permission for the same. Students under warning or with weak academic record may not be permitted any overload. Such students may be advised by DOAA to

take an under load. Under load for other students may be permitted by DOAA.

5 Teaching and Evaluation

5.1 Teaching

Each course is conducted by the Instructor-in-charge with the assistance of tutors and/or teaching assistants. The Instructor-in-charge is responsible for conducting the lectures, tutorials, and labs, holding the tests and examinations, evaluating the performance of the students, awarding grades at the end of the semester/summer term, and transmitting the grades to the DOAA's office within the prescribed time limit.

5.2 Continuous Evaluation System

- (1) The Institute follows a system of continuous evaluation, in which, during a course, various instruments like tests, exams, assignments, projects etc. are given by the instructor to assess the learning of students and assign grades. All evaluations are the responsibility of the instructor in-charge of the course. The two main exams – the mid-sem exam and the end-semester exam – shall normally be scheduled as per the academic calendar while the schedule of the rest will be decided by the Instructor. For 1 or 2 credit courses, the Instructor will decide the evaluation criteria and the schedule of tests and exams.
- (2) **Make-up Exam.** If a student, for valid reasons such as illness, etc., fails to appear in the end-semester examination in one or more course(s), he/she may make a request to the instructor for a make-up examination within two days of the date of the scheduled examination. Such a request must, however, be supported by proper documentary evidence for justifying the request. For medical reasons, a doctor's certificate is needed, which must be appropriately countersigned by a parent. Only one make-up examination, for the end-semester examination, is allowed per course. For failures to appear in mid-semester examinations, etc., it is entirely up to the Instructor to ascertain the proficiency of the student by whatever means he/she considers appropriate if he/she is satisfied with the reason(s) of absence given by the student.

5.3 Grading Scheme

- (1) One of the letter grades given in the following table shall be awarded to a student reflecting his/her overall performance in a course. Each letter grade carries certain points as given in the table, and these points are used in the computation of the SGPA/CGPA as explained later.

Letter Grade	Points	Remarks
A+ (Outstanding)	10	Letter grades A+ to F and I are given only in the regular courses. This grading scheme is effectively A to F; A+ is only to recognize excellent performers in a course – it has same points as A.
A (Very Good)	10	
A –	9	
B (Good)	8	
B –	7	
C (Satisfactory)	6	
C –	5	
D (Marginal)	4	
F (Fail)	2	
I (Incomplete)	Nil	
S (Satisfactory)	Nil	S and X are grades for only certain kinds of courses.
X (Unsatisfactory)	Nil	

- (2) In the academic courses, the final grades awarded are A to F (A+ is a grade with same points as A, and is there to honor excellence).
- (3) An I (Incomplete) grade may be awarded in cases when all the requirements for a course are not met by the student at the time of submission of grades, and essentially reflects an “incomplete” status in the course. This grade must be converted to a regular letter grade (A+ to F) before the registration date of the next semester. For courses other than project / independent study, I is meant primarily for medical reasons. All unconverted I grades get automatically converted to F after the grade conversion deadline.
- (4) In certain courses, such as self-growth and community service courses, only S or X grade is awarded.
- (5) The F and X grades are “fail” grades and the student shall be required to repeat the course. If the course is a compulsory course, the same course shall be repeated in another semester/summer when the course is offered. In the case of an elective/optional course, the student can replace the course by another elective course.
- (6) For at most one compulsory course, after getting an F twice in the course, a student may be allowed to replace it by an elective course with the permission from DOAA.
- (7) An F and X grade obtained in any course shall be reflected in the grade sheet. However when the course is replaced or repeated, the new

grade will be used for computation of the CGPA and the older F/X shall not be counted.

5.4 Change of Grade Already Awarded

As mentioned in Ordinances, a letter grade once awarded shall not be changed unless the request is made by the Instructor-in-Charge of the course and is approved by the Chairman, Senate. Any such request for change of grade must, however, be made within four weeks of the start of the next semester with all relevant records and justification.

5.5 Performance Indicators

- (1) The semester performance is indicated by a Semester Grade Point Average (SGPA) which is a weighted sum of all the points earned in the courses done in a semester. The SGPA is given for each semester and is computed using the following formula.

$$\text{SGPA} = (u_1.w_1 + u_2.w_2 + \dots + u_n.w_n) / (u_1 + u_2 + \dots + u_n)$$

where u_i is the number of credits for the course i and w_i is the points earned through the letter grade in that course, and n is the number of courses taken in the semester. While doing the computation of SGPA, the course/thesis credits with grades S and X are ignored.

- (2) The overall performance is indicated by a Cumulative Grade Point Average (CGPA) which is computed in the same manner as the computation of SGPA but for all the courses done in the program.
- (3) A grade report for the semester is issued to each student after the semester. The grade report may be withheld if the student has not paid the fees or other dues, has a disciplinary case pending against him/her, has not completed other formalities, or for any other pertinent reason.

5.6 Waiver and Transfer of Credits

Students may be permitted to do academic work and courses in places of repute outside IIIT-Delhi. Based on their performance/quantum of work done and the contents of the course/work, some credit requirements may be waived for similar courses/projects. Institutions with which IIIT-D has arrangements/MOU/student exchange programs, transfer of credits may also be permitted. This transfer/waiver of credits will be done on a case-by-case basis by the DOAA, and will be reported to the Senate.

6 Continuing in the Program

For continuing in the undergraduate program the student has to show satisfactory academic performance as may be defined by the Senate from time to time. If the academic performance falls short, a student may be asked to repeat the first year, placed under warning, or his/her program may be terminated.

6.1 Rules for the first year

- (1) If a student has earned a total of less than 18 credits at the end of the first year of his/her stay at the Institute by passing the defined courses of the first two semesters of the program, his/her program shall be terminated and the student shall be asked to leave the Institute.
- (2) If a student has earned a total of 18 credits or more but less than or equal to 22 credits at the end of the first year of his/her stay at the Institute by passing the defined courses of the first two semesters of the program, he/she will have to repeat the entire first year (i.e. all the courses of first year) of the program regardless of the grades obtained in individual courses.
- (3) If a student is required to repeat the first year, and in the repeated year, has earned a total of less than 24 credits by passing the defined courses of the first two semesters of the program, his/her program shall be terminated and the student will be asked to leave the Institute.

6.2 Academic Warning/Probation

A student shall be placed under academic warning/probation on the grounds of inadequate academic performance for one (subsequent) semester

- (1) If he/she fails in any course in a semester
- (2) If he/she gets an SGPA of 4.5 or less in a semester, or has a CGPA of 4.5 or less at the end of the semester.

The following will apply to a student who is placed on a warning (academic as well as warning due to disciplinary reasons):

- (1) The student will not be allowed to hold any elected or nominated post for any institute body including the hostel management, students' activities, student council.
- (2) The student will not be allowed to participate in any events outside the Institute as member of the Institute team.

- (3) No academic overload shall be permitted to such students.
- (4) The students may be required by the DOAA to take an under load.
- (5) The student will be required to sign an undertaking to agree and follow all stipulated conditions of warning. All such undertakings shall be countersigned by parent/guardian of the student.

6.3 Termination of program after first year

- A student will be put on probation at the end of the 1st semester, if he/she passes 2 or less CSE/Maths courses only in the first semester.
- If a student passes 3 or less CSE/Math courses in the entire first year, his/her program will be terminated.
- If a student passes 4 or 5 CSE/Math courses, only, in the entire first year, he/she will have to repeat the year.
- A student repeating the first year may be allowed transfer of credits for the non CSE/Maths courses that he/she had passed in his/her previous attempt.
- If a student repeating the first year passes 3 or less CSE/Math courses in the first semester of the repeat year, his/her program will be terminated.
- A student is allowed to move to 2nd year, if he/she passes at least 6 CSE/Math courses in the first year. He/she will have to clear the courses failed.

6.4 Appeals

A student, whose program has been terminated, has a right to appeal against the decision. All such appeals shall be made to the Academic Senate within two weeks, and the decision of the Academic Senate shall be final.

6.5 Attendance and Leave of Absence

- (1) A student is expected to attend all classes. For any absence of more than two days, the student should apply for and take a leave of absence.
- (2) A student may be allowed to take semester leave, with permission, on account of exchange program or medical reasons. (No fee refund is admissible if the student has registered for the semester which is converted to a semester leave later.) Usually, a student shall not be

permitted more than two semester leaves in the entire program. Any circumstances leading to more than two semester leave/drop shall result in automatic termination of the program (like any termination, the student may appeal.)

- (3) If a student is absent from the Institute for more than 20 days in a semester due to medical or any other reason, this may be converted to a semester leave for that semester by DOAA. However, if a student represents IIT-D in some event, with prior permission of Dean of Students (DOS), absence due to this participation will not be counted.

7. Graduation Requirements and Award of Degree

7.1 Minimum and Maximum Duration

The minimum duration for completing the BTech program is 8 semesters. The maximum duration within which the requirements must be completed is six years (12 semesters).

7.2 Graduation Requirements

A student enrolled in a BTech program is eligible for graduation if he/she:

- a) Fulfills all academic requirements of the BTech program in which he/she is enrolled.
- b) Has completed a minimum of eight semesters in the program.
- c) Paid all dues to the Institute and hostels.
- d) Has no disciplinary proceedings pending against him/her.

A student who has completed all the graduation requirements may be recommended for award of the degree.

7.3 Graduating with Honors

A student enrolled in a BTech program may also graduate with Honors, provided the student completes all the additional requirements for Honors, as specified by the regulations for the program in which he/she is enrolled. These additional requirements include:

- a) The student earns at least 12 extra credits.
- b) The student's program includes a BTech thesis.
- c) The student has a CGPA of 8.0 or more at graduation.

A student may register in the Honors program at the end of fourth or fifth semester. He/she will be allowed to do so if the CGPA is 8.0 or more. A student can “withdraw” from the Honors program at any time.

7.4 Award of Degrees

- (1) A student who completes all graduation requirements is recommended by the Senate to the Board of Governors (BOG) for the award of degree in the convocation.
- (2) As mentioned in ordinances, under extremely exceptional circumstances, where gross violation of the graduation requirements or use of dishonest means is detected at a later stage, the Senate may recommend to the Board of Governors to withdraw an already awarded degree.

7.5 Prizes and Medals at Graduation

The academic senate of the institute can set up awards, prizes, medals etc. to be given to deserving students at graduation time. Details of these awards will be developed later.

INDRAPRASTHA INSTITUTE OF INFORMATION TECHNOLOGY, DELHI (IIIT-DELHI)

Regulations for the BTech (IT) Program

1. Preamble

IIIT Delhi aims to encourage research and innovation in IT and some allied areas. The objective of its BTech program is to prepare students to undertake careers involving innovation and problem solving using IT, or to undertake advanced studies for research careers in IT or the domain areas. The general requirements for the BTech program is defined in the UG Manual of the Institute – this note gives further details of one specific program – BTech (IT).

While Computer Science focuses on the foundations of computing, IT as a discipline focuses on satisfying computing technology needs of organizations. So, in a continuum between principles and application, IT is more towards application, with the goal being to apply knowledge of computing sciences for solving problems. As foundations of IT are in Computer Science, it is desirable to have a CS-based IT program, which will allow a graduate of the program to choose a career in CS or applied aspects of computing. IIIT-Delhi aims to have such a curriculum which is CS-based, and which will develop in students' skills for problem solving using engineering and research approaches, in the field of IT or some domains of IT.

Most engineering programs start with general courses in Sciences and Engineering, and then migrate to specialized courses for the disciplines. While these courses are indeed foundational for many engineering disciplines, they are not foundational for IT – rather they can be treated as application domains (as is evidenced from the fact that most sciences and Engineering disciplines heavily use IT now). Hence, the BTech (IT) program at IIIT-Delhi starts with computing oriented courses first, and allows the possibility of doing science courses later. Besides being better suited for an IT program, it also enables the possibility of students seeing newer applications and possibilities of relating IT with these subjects.

With this approach, the BTech program can be divided broadly in two halves. The first half will focus on building the foundations, and will be highly structured. The second part is for further developing the skills and knowledge of the students in various topics – computing and domains. This part also provides limited specializations, and different students may follow different paths and take different set of courses in it.

2. The Foundation Program and Core Courses

1. The Foundation program provides the basic knowledge about CSE/IT through a set of core courses, which are compulsory for all students. This program consists of four major streams: software, hardware, theory, and systems. Besides these, there are courses in Maths and communication skills also as part of the core program.
2. The set of core courses are:
 - **Software Stream:** Intro to programming (IP), Data structures and algorithms (DSA), Advanced programming (AP), Databases and SQL (DB), and Software Engineering (SE)

- **Hardware Stream:** Digital Circuits (DC), Computer Organization (CO)
- **Theory Stream:** Discrete Mathematics (DM), Theory of Computing (TOC), Analysis and Design of Algorithms (ADA)
- **Maths Stream:** Linear Algebra and Advanced Calculus, Probability and Statistics
- **Communications Stream:** Communication Skills, Critical Reading, Technical Communication

3. The courses generally done in the first four semesters are shown in the table below (courses mentioned in [] are electives and the name mentioned is only an example.)

	Sem 1	Sem 2	Sem 3	Sem 4
Software Stream	Intro to Programming	Data Structures and Algorithms	Advanced Programming	Databases and SQL
Hardware Stream	Digital circuits	Computer organization		
Theory Stream	Discrete Maths	Theory of Computing		Algorithm Design and Analysis
Systems stream	System Setup and Management		Operating Systems	Computer Networks
Maths		Adv Calculus and Linear Algebra	Probability and Statistics	
Communications/HSS	Communication Skills	[HSS-1]	Critical Reading	[HSS-2]
Other Courses			[Elective: Engineering Science]	[Elective: Engineering Science]

4. The remaining two core courses Software Engineering and Technical Communication are generally done in 5th and 6th Semesters.
5. The semester mentioned for the core courses is indicative and suggested, and they can be done later/earlier also. However, the pre-requisite requirements must be kept in mind by a student, if he/she wishes to do a core course in some other semester.

3. The Advanced Part and Streams

1. The rest of the program consists mostly of *elective courses*. An elective course is one which is not compulsory, and a student may have choices from which to select the courses he/she wants to do.
2. Some of the electives may be organized as *streams*, where a stream is a sequence of courses in an area providing a limited specialization in that area.
3. Besides electives and streams for specialized areas in IT, streams and electives from domain areas (e.g. health, life sciences, finance, economics, E-Governance, sciences, etc.) may also be offered.
4. The number and nature of streams and electives will evolve and may change with time, providing the ability to accommodate the evolving nature of IT in the program. Currently, some of the streams are being planned in the following areas:

- Image Processing and Machine Intelligence
 - Data Analytics
 - Mobile Computing
 - Security and Privacy
 - Finance
 - Sciences (Physics, Biology)
5. There will also be a set of Humanities and Social Sciences (HSS) courses offered.
6. List of courses, and further information about the courses is available on the website: <http://www.iitd.ac.in/courses.php>

4. Requirements for Graduation

For a BTech (IT) degree, a student must satisfy all the following requirements:

1. Earn a total of 152 credits (equivalent to 38 full courses – 10 courses a year in the first two years, and 9 courses a year in the last two years.)
2. Successfully complete all the core courses.
3. Do at least 12 credits of Humanities and Social Sciences Courses.
4. Do 4 credits of Community Work / Self Development. These are pass/fail credits, which are required to be completed, but do not count for fulfilling the credit requirement (i.e. these are in addition to the requirements mentioned above)
5. In each semester, the student must do at least two CSE/Maths courses.
6. A BTech Project (BTP) is optional. A student opting for BTP, may take a total of 12 to 16 credits of BTP. In a semester, the student can normally register for at most 8 credits of BTP.
7. A student may take “Project” or “Independent study” courses for 1, 2, or 4 credits. No more than 8 credits of these courses may be taken in the entire program. Only students with satisfactory CGPA (at least 7.5) or with a strong interest in some area (UG advisor to determine this based on interaction with the student) can take these courses.

5. Honors Program

The BTech (IT) program has the Honors option, requirements for which are:

1. Only students with a CGPA of 8.0 or more are eligible for the Honors program.
2. The student must complete an additional 12 credits
3. The student must do a BTech Project
4. At graduation time, the student must have a CGPA of 8.0 or more

Contemplation on why about 10% students have to repeat year as per Rules

In 2009 batch, 11 students out of 65 admitted are required to repeat the year as per rules built by the Senate. This includes those students also who, as per rules, should have had to leave the Institute, but on appeal were allowed to stay but repeat. (As per rules, they have to repeat as they have failed more than half of CSE/Math courses in the first year, i.e. they have failed min 3 and max 6 courses out of the 6 CSE/MATH core courses.) After interacting with these students and analyzing their records, we have identified some key reasons for these students having to repeat. This note explains the reasons, and actions taken to reduce this in future.

Little or no programming experience (10 students): Students who come with programming background have programmed for 2 to 4 years. This gap somewhat demoralized the inexperienced students and they got scared. Though the courses do not require any programming background, the students felt that they are handicapped, and didn't study and the gap kept widening.

What has been done: In the orientation program for 2010 Batch, a special 2 full day session was arranged for students with no programming experience, which includes several lab sessions had been held for students without background.

Late Admission (5 students): Many students joined weeks after the semester had started due to multiple rounds of counseling. They missed orientation program where the study approach was explained. They also missed initial classes that introduce the subject and cover background material. They also missed the messaging that was done during the orientation program about the continuous evaluation system of IIIT-D. These students started with a backlog in a continuous evaluation system and could not cope up.

What has been done: We are not admitting any students after first day of classes (and had built a little buffer in our student intake number to take care of it.). Last year, we arranged extra classes for these students, and PhD students were also available for clearing doubts – still it did not seem to have helped enough.

Did not put in enough effort (4 students): Many students still think that college life is for fun. Students from this group admitted that they didn't put in the required effort. They underestimated the required effort and did not worry too much about the consequences.

What has been done: Strong messaging has been done right from the beginning. We have also requested instructors to take a test half way to the mid-sem exam, so students can get some feedback and can “course correct” early. Also a mentor system is being tried.

Mathematical weakness (4 students): Students with substantial difficulties in coping with the mathematical and technical character of the program. Nearly all of these students scored less than 80% in Maths in class XII.

What is being done: Emphasize the mathematical and technical character of the program at admission time and later. Focus more on mathematical skill and abstract thinking in the entry exam. For other reasons as well, the BTech curriculum has been modified a little, and one of the key changes made is introduction of “Advanced calculus and Linear Algebra” course in the first year.

External problems (3 students): Students who had external problems such as health problems that spread over couple of weeks, family problems (someone passed away, someone close was ill for long duration requiring attention)