

**Minutes of the 16th AAC meeting held at 4.00 PM on 19<sup>th</sup> January, 2022 through Google meet**

Following members/special invitees were present:

Prof. Anuradha Sharma – Chairperson  
Prof. Pushpendra Singh – DoAA  
Prof. M S Hashmi - Chair-PG Affairs  
Dr. Sumit Darak - Chair-UG Affairs  
Dr. Debajyoti Bera  
Dr. Rahul Purandare  
Dr. Saket Anand  
Dr. Sujay Deb  
Dr. Kiriti Kanjilal  
Dr. Debika Banerjee  
Dr. Grace Eden  
Dr. Ganesh Bagler  
Dr. K. Sriram  
Dr. Paro Mishra  
Mr. K P Singh –Academic In-Charge  
Mr. Ashutosh Brahma - Deputy Manager (Academics)  
Ms. Khushali Verma –President (Student Senate)  
Mr. Navneet Agarwal –Vice President (Student Senate)  
Ms. Nisha Narwal - Assistant Manager (Academics)

At the outset, Prof. Anuradha Sharma (AAC Chair) welcomed all members/special invitees to the AAC meeting. Thereafter, the agenda items were taken up for discussion and the following decisions/recommendations were made:

**Item 1. The minutes of the 15th AAC meeting held on 30th September, 2021 were confirmed.**

**Action: NA**

**Item 2. Reporting Items**

Following course descriptions were discussed over email and are approved:

1. BIO5xx: [Computational Methods in Oncology Research \(CMOR\)](#) – Dr. Debarka Sen Gupta
2. CSE518: [Concurrent and Learned Data Structure](#) – Dr. Bapi Chatterjee
3. CSE618: [Meta-Learning](#) – Dr. Gautam Shroff
4. CSE567: [Programmable Networking](#) – Dr. Rinku Shah
5. ECExxx-[Estimation Theory Course](#) – Dr. Sanat Biswas
6. DES206: [Prototyping Interactive Systems \(PIS\)](#) – Dr. Richa Gupta
7. ECExxx: [Applied Optimization methods for machine learning \(AOMML\)](#) – Dr. Pravesh Biyani
8. SSH325/SSH525: [Ethics of AI](#): Dr. Manohar Kumar
9. CSE568: Social Network Analysis: Dr. Tanmoy Chakraborty

The existing course “Mining Large Networks” was proposed for a name change as Social Network Analysis. The AAC recommended offering this course with a new course code, while keeping the previous course as an anti-requisite.

**Action: Academic Section to update Tech tree**

**Item 3.**

**a) Limiting the number of evaluations to a total of 5 (including mid-sem and end-sem) to reduce exam load on the students.**

Dr. Sujay Deb (ADoSA) presented this item and informed that in November 2021, the Student Welfare Team conducted a survey amongst student community and the major issues which were reported by students are:

- Too much of workload
- Clashing deadlines of different courses and too many assessments
- Bad grades even after putting lot of efforts and use of unfair means by other students
- Lost focus while studying at home
- Increased screen time
- They don't get time for other activities because of hectic schedule with online classes

Below mentioned suggestions were put forward by the Student Welfare Committee:

- Reduce the Workload.
- Increase communication with Professors to manage Workload accordingly.
- For better time management, assessments should not happen in odd hours and on weekends. Preparatory leave should be given.
- Maintain ways to prevent unfair means in assessment.
- Counselling sessions should be provided.

The AAC discussed the matter in detail. The members expressed their views and it was felt to improve the communication between the Instructors and the students. After protracted discussions, the AAC decided as under:

- It was decided not to limit the number of evaluations in any course. Course Instructors will be cognizant of different courses, they may reduce workload but it is a suggestion and not a condition.
- Considering that some students may not interact directly and may be having unresolved queries, the Dean of Academic Affairs suggested having a meeting with Student Senate representatives once in a fortnight to understand the grievances amongst the student community. Both Khushali and Navneet were requested to compile/ take note of the grievances and coordinate in presenting to DoAA.
- It was decided to communicate to Instructors/TAs of each course that it is important to have office hours with students. For TAs, it is mandatory to have office hours of 1-2 hrs each week. A communication regarding this will be made by the DoAA.

**Action: Academic Section (DOAA)**

**b) Teaching in sister institutes like IITs/NITs/ISIs/ etc.**

The Dean of Academic Affairs apprised faculty members and the institute have been receiving requests for supporting their teaching. The DoAA informed that such engagements with reputed institutes like IITs/ISI/NIT, etc. will enhance the reputation of the Institute and will also provide opportunities for faculty members whose courses are not covered by on-line diplomas. Earlier such requests were not approved, because beyond institute teaching, the faculty members were expected to engage in research activities only. However, recently, the institute has already allowed faculty members to take up additional teaching assignments for PG Diplomas. However, the PG Diplomas only cover a few courses and leave other courses while such requests require faculty for a wider range of courses. Therefore, the same needs to be allowed under the consultancy hours. The matter was also discussed with the Director in the Dean's meeting and he has agreed to it, in principle, and desired that the matter may be discussed in the AAC for a policy decision.

Thereafter, the AAC discussed the matter in detail and agreed to the proposal and suggested the following:

- Faculty needs to inform the institute about such requests and provide the following relevant information:
  - Name of the institute and location.
  - Number of teaching hours required
  - Duration of teaching, i.e., the start date and the end date of the teaching assignment
  - Mode of teaching (online or physical classes)
  - Will the instructor be required to visit the institute? If yes, then for how many days?
  - Number of students in the course
  - TA support provided by the inviting institute
  - Evaluation/Exam support provided by the inviting institute
  - Financial information
  - Any other information deemed important.

The academic section should create a form with the above information, which the faculty would have to fill.

- The approval needs to be taken from DoAA & DIRD.
- Rules for undertaking the teaching work will be similar to the Consultancy Rules. A form may be prepared to collect this information.
- For any such teaching activities, no additional support, e.g. TA support will be provided from IIIT-Delhi. So, either the concerned faculty should ask for TA Support from the inviting Institute for evaluation work or he/she should manage on his/her/their own.
- Online Teaching can be permitted for institutes located anywhere in India. However, the offline teaching (physically taking classes) of such courses will be limited to Delhi – NCR based Institutes only. Further, if any local travel is required, no additional leaves will be

provided and faculty will have to manage within existing leave rules, i.e., casual or earned leave. Such activities will not be provided "Work leave".

**Action: Academic Section (DOAA)**

**Item 4. To discuss a proposal to create Alumni Awards received from the Associate Dean of Communication & Alumni Affairs. The proposal is placed as [Appendix-I](#)**

The proposal was presented by Dr. Paro Mishra (Associate Dean, Communication and Alumni Affairs) for establishing **Alumni Awards** to recognize the outstanding accomplishments and achievements of IIIT-Delhi alumni who are making a difference in the world through their professional and/or academic achievements, or through their significant contributions to the community. She explained the salient features of the proposal. Dr. Ganesh Bagler (former DoCA) was present at the meeting and also clarified the points raised by the members. After detailed deliberations, the AAC agreed to the proposal placed as Annexure-II and recommended the same to the Senate for approval. The institute will honor the recipients of the awards on the 'Foundation Day' of IIIT-Delhi.

During the course of meeting, some of the AAC members also discussed and suggested that apart from certificates, a medal/memento/plaque bearing the title of the award, name of the awardee, year, etc. should also be given to honor the recipients of the awards. The suggestion was approved by the AAC.

**Action: To Senate**

**Item 5. To review the guidelines for the Doctoral Dissertation Award**

While recommending various awards and medals for the 10<sup>th</sup> convocation in the 52<sup>nd</sup> Senate meeting held on 4.10.2021, the Senate has advised AAC to have a relook at the guidelines for the Doctoral Dissertation Award.

*In the academic year 2020-21, 26 PhD students were awarded PhD degrees, out of which 17 students have received the Doctoral Dissertation Award (note that only 7 awardees were positively recommended by all three external examiners).*

The AAC Chair presented this item and apprised the members of the background. During the course of discussions, some members raised concerns on how the Doctoral Dissertation Award is being given. There were diverse opinions expressed during the meeting. It was felt necessary to make some reasonable changes in the format to get the feedback from the external examiners. After detailed deliberations, the AAC members suggested getting information from IIT Kanpur and IBM as to how they are giving awards to the Ph.D. students. The Academic Section was requested to get the required information for further discussion in the next AAC meeting. The number of awards to be given will also be decided in the next meeting.

**Action: Academic Section**

<b>Item 6.</b>	<b>Addition of Companies for the Industry Doctoral program.</b>  <i>Deferred</i>
<b>Item 7.</b>	<b>To discuss timelines for the PhD comprehensive exam.</b>  <i>Deferred</i>
<b>Item 8.</b>	<b><i>Credit Transfer Framework.</i></b>  <i>Deferred</i>
<b>Item 9.</b>	<b>To discuss the existing provision of taking IP/IS for B.Tech. students. The current regulation states the following:</b>  <i>Deferred</i>
<b>Item 10.</b>	<b>To consider a proposal for MTech CB Dual degree program and discuss its regulations.</b>  <i>Deferred</i>
<b>Item 11.</b>	<b>M.Tech. online courses through IP/IS.</b>  <i>Deferred</i>
<b>Item 12.</b>	<b>ORF for externally funded PhD students</b>  <i>Deferred</i>
<b>Item 13.</b>	<b>To discuss the policy of M.Tech. and Ph.D. theses submission in the Library and making theses public and the inclusion of TRs (Technical Report).</b>  <i>Deferred</i>
<b>Item 14.</b>	<b>To frame a policy for a course name change.</b>  <i>Deferred</i>
	<b>The meeting ended with a vote of thanks to and by the Chair.</b>

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