

**Minutes of the 21<sup>st</sup> meeting of the Academic Affairs Committee (AAC) held on 9<sup>th</sup> September, 2022 in the Senate Room, 7<sup>th</sup> Floor, R&D Block at 2.30 p.m.**

	<p>Following members/special invitees were present:</p> <p>Prof. Anuradha Sharma – AAC Chair and Chair-PG Affairs Prof. Pushpendra Singh – DoAA Dr. Sumit Darak - Chair-UG Affairs Dr. Sujay Deb Dr. Debajyoti Bera Dr. Sriram K Dr. Debika Banerjee Dr. Gaurav Arora Dr. Ganesh Bagler Dr. Grade Eden Dr. Anuj Grover Dr. Saket Anand Mr. Saarthak Gupta (Student Member) Mr. Tathagat Pal (Student Member) Mr. K P Singh –Academic In-Charge Ms. Ashutosh Brahma - Deputy Manager (Academics) Ms. Anshu Dureja - Deputy Manager (Academics) Ms. Nisha Narwal - Assistant Manager (Academics)</p> <p>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:</p>
<b>Item 1.</b>	<p>The minutes of the 20<sup>th</sup> meeting of the AAC held on July 25,2022 were confirmed as circulated.</p>
<b>Item 2.</b>	<p><b>Reporting Items:</b></p> <p><b>Following items were discussed and approved over email.</b></p> <p>1. <b>Revised list of courses to be considered for the Mobile Computing specialization of the M.Tech. Program.</b></p> <p><b>Updated list</b></p> <ul style="list-style-type: none"><li>● <b>Mobile Computing (CSE535)</b></li><li>● <b>Wireless Networks (CSE538)</b></li><li>● <b>Distributed Systems (CSE 530)</b></li></ul>

- **Cloud Computing (CSE XXX)**
- **Network Security (CSE550)**
- **Programmable Networking (CSE 567)**
- **Networks and Systems Security II (CSE 354/554)**
- **Network Anonymity and Privacy (CSE749)**
- **Advanced Topics in Mobile Computing (CSE734)**

**Old list**

- 1 Distributed Systems Security (CSE530)
- 2 Mobile Computing (CSE535)
- 3 Embedded Systems (CSE537)
- 4 Ad Hoc Wireless Networks (CSE538)
- 5 Cellular Data Networks (CSE539)
- 6 Network Security (CSE550)
- 7 Introduction to Spatial Computing (CSE555)
- 8 Smart Sensing for Internet of Things (CSE576)
- 9 Programming Cloud Services for Mobile Applications (CSE635)
- 10 Mobile and Cellular Network Security (CSE647)
- 11 Advanced Topics in Mobile Computing (CSE734)
- 12 Network Anonymity and Privacy (CSE749)

**Action: Academic Department**

2. **The Department of CSE recommended adding the following two courses in the Data Engineering bucket for the Data Engineering specialization of the M.Tech. program.**
  - Cloud Computing CSE569
  - Information Integration and Application CSE656

**Action: Academic Department**

3. **In B.Tech. CSAI regulations, from Semester 5 onwards, students are required to do 4 AI Application electives. Below mentioned electives for this slot are mentioned in the regulations:**
  - Computer Vision
  - Natural Language Processing
  - Information Retrieval
  - Robotics
  - Multi-agent Systems
  - Collaborative Filtering/Recommender Systems
  - Speech Recognition and Understanding
  - Semantic Web/Knowledge Graphs
  - Additional Applications Related Courses

The Department of CSE recommended including the following additional courses in the “AI Application courses” list for the [B. Tech. CSAI program](#) (See App. I, part C).

- [ECE351 - Digital Signal Processing](#) (DSP)
- [CSE 340 - Digital Image Processing](#) (DIP)
- [CSE333 - Computer Graphics](#)
- [CSE572 - Speech and Audio Processing](#) (will be offered in Winter)

**Action: Academic Department**

4. **Monsoon 2022 semester is scheduled from 29<sup>th</sup> August 2022 and the 1<sup>st</sup> semester classes of B.Tech. 2022 batch will tentatively commence from November 2022 onwards. These two semesters will have an overlap of 1 month. Some students want to clear their backlogs of 1<sup>st</sup> semester along with their regular semester courses of Monsoon 2022 semester. Students were asking if they can register courses even if there is any clash with backlog and current semester courses. The AAC members deliberated on the matter and agreed to the following:**

The students will register the backlog courses of 1st semester B.Tech. along with their regular courses for Monsoon 2022 checking the clashing with the first semester time table. The credits will be inclusive of both backlog and regular semester credits. No clashing in regular courses will be allowed.

5. **In the 20th AAC Meeting, Item number 7 related to the Dean's Award - Communication was discussed and AAC members concluded as mentioned below:**

AAC discussed the proposal in brief and desired that the specific criteria and the number of students to be selected by the committee under each category for Dean’s list- Communication needs to be provided for further consideration by the AAC.

We received an [updated document](#) from the Associate Dean of Communication and Alumni Affairs (ADoCA). It was shared with AAC members over email for further consideration. Since we didn’t receive any comments, it was considered as approved.

6. **Cross listing of [Philosophy of Technology](#) course.**

Dr. Rakesh Chaturvedi requested for cross listing this course at 500 level to enable PhD students to take it. It was shared with AAC members over email. Since we didn't receive any comments on it, it was considered as approved.

7. Below mentioned new courses were shared with AAC members over email and we didn't receive any comments over email, so these courses are approved.

- [ECE565, Tomographic Imaging](#) (Computerized Tomography) by Dr. Prabhat Munshi
- [CSE569, Cloud Computing](#) by Dr. Dhruv
- [ECE525, Quantum Mechanics](#) by Dr. Sayak Bhattacharya
- [ECE667, Introduction to AI in Medical Imaging](#)
- [BIO5xx, Computational Metagenomics](#) by Dr. Tarini Ghosh
- [DES524 : Ergonomics/Human factors for Design](#) (EFD) by Dr. Dhurjati Majumdar
- [MTH5xx: Non-Classical Logics](#) (2 credit course) by Dr. Sankha Basu

**Action: Academic Department**

8. Semester Extension of a 2014 batch student [Aniket Kadiyan](#):

*Aniket is B.Tech. 2014 batch student and has spent 16 semesters at the Institute. In the Monsoon 2021 semester, he was given an academic warning that if he does not complete his graduation requirements by the end of Winter 2022 semester then his program will be terminated.*

*He is still left with 13 credits to complete his graduation requirements. He also has to complete two core courses OS (offered this semester) and ADA (Next semester) within these 13 credits. **The matter was discussed over email and AAC members suggested that he can be given a conditional extension for one semester to complete OS. Further extension will be granted only if he clears all Monsoon courses including OS this semester.***

**Action: Academic Department**

9. The Department of CSE recently reviewed all CS core courses and suggested minor revisions for below courses. These course descriptions were floated over email and since no comments were received, these were considered as approved.

- [CSE222: Algorithm Design & Analysis](#)
- [CSE201: Advanced Programming](#)
- [CSE202: Fundamentals of database management systems](#)
- [CSE232: Computer Networks](#)
- [CSE112: Computer Organization](#)

- [CSE102: Data Structures & Algorithms](#)
- [CSE231: Operating Systems](#)
- [CSE101: Introduction of Programming](#)

**Action: Academic Department**

**Item 3. To consider the case of Ms. Yelizaveta Sharonova, an ICCR scholar from Kazakhstan selected for admission into the Ph.D. (SSH) program at IIITD.**

DoAA presented this item and conveyed the observations of Dr. Praveen Priyardarshi, who is her tentative PhD thesis advisor. It was noted that she has already completed her Ph.D. program in the same discipline from the University of Delhi, and hence Dr. Praveen Priyardarshi will not continue to be her advisor. It was also noted that Academic Section has written to ICCR to find out whether she would be eligible to get the scholarship for her second Ph.D. After detailed deliberations the AAC decided that till the time response is awaited from the ICCR she may be allowed to continue the program and the Ph.D. Coordinator of the Department can help her in course registration. Also, she is free to search for another PhD advisor in the SSH Department. If she is not able to find another PhD advisor within six months, then as per our rules, her registration from the PhD program shall be terminated.

**Action: Academic Section**

**Item 4. To consider the proposal for adding a new International Admission Mode, “Study in India” from the Academic Year 2022-23**

Dr. Anuj Grover apprised the members of the background of the proposal and the process of selection of candidates in the new International admission mode, i.e., “**Study in India**”. It was noted that the applicants will apply through the **Study in India** portal and will be shortlisted (as per our eligibility criteria). The final shortlisting will be done based on the interviews as conducted in the IIITD International Admission Mode. After detailed deliberations, the AAC agreed to the proposal and recommended the same to the Senate for approval.

Further, it was also suggested to explore the possibility of having a written test before the interview. This will lower down the number of candidates to be interviewed and also strengthen the process of selection.

**Action: Senate**

<p><b>Item 5.</b></p>	<p><b>To consider a request of a Ph.D. student, Ms. Jasmine Kaur, for a fee waiver.</b></p> <p>AAC considered the request of Ms. Jasmine Kaur, a PhD student doing a full-time job in ICMR, for full/partial fee waiver on the grounds mentioned in her application. It was noted that she is working on a project of ICMR in collaboration with Dr. Harpreet Singh, who is also her joint advisor. After detailed deliberation, AAC recommended a 50% fee waiver for the duration of her job in ICMR subject to the approval of the Director.</p> <p><b>To consider a request of a Ph.D. student, Mr. Gurpreet Singh, for a fee concession.</b></p> <p>AAC discussed the matter and since his net salary is 1,34,000, which is on higher end his request for fee concession was rejected.</p> <p><b>Action: Academic Section</b></p>
<p><b>Item 6.</b></p>	<p><b>Can a PhD student contact anyone in the list of proposed examiners for a postdoc position?</b></p> <p>The AAC Chair apprised the members of the background. It was noted that there is a Ph.D. student, whose Ph.D. thesis is currently under review. He has contacted one of his Ph.D. thesis examiners for a postdoc position and the examiner informed the Academic section about the conflict of interest. The examiner was changed so that there is no conflict of interest in the evaluation of the thesis.</p> <p>Arising out of discussion, the AAC desired the Academic Section to share the Ph.D. Induction slides with all the Departments/Ph.D. Coordinators for their information.</p> <p><b>Action: Academic Section</b></p>
<p><b>Item 7.</b></p>	<p><b>As per our current regulations, the proposed list of Ph.D. thesis examiners need not include experts from outside India. Should it be mandatory to have some examiners from outside India in the proposed list of PhD thesis examiners?</b></p> <p>The AAC Chair apprised the members of the background. After detailed deliberations the AAC clarified that the list of proposed examiners for evaluation of Ph.D. thesis should have 50% names from outside India. The AAC recommended to the Senate for modification of the relevant regulation.</p> <p><b>Action: Academic Section/Senate</b></p>

<p><b>Item 8.</b></p>	<p><b>To consider the request of Abhijeet Mishra, a Ph.D. candidate (Roll No: PHD19502) working under Dr. Aman Parnami and Dr. Jainendra Shukla in the Department of HCD for exemption of 8 credits of coursework requirement.</b></p> <p>The AAC Chair apprised the members of the background. The AAC was not convinced with the justifications given and hence did not agree to his request for the grant of exemption of 8 credits of coursework requirement.</p> <p><b>Action: Academic Section</b></p>
<p><b>Item 9.</b></p>	<p><b>Special consideration for outstanding achievements in sports - Jahanvi Bakshi</b></p> <p>The Dean of Academic Affairs apprised the members of the background. It was noted that Ms. Jahanvi Bakshi is a B.Tech. student and is a national level player representing India. As per Women’s Golf Association of India, she is ranked number 3 in India. After detailed deliberations, the AAC agreed that the Institute should support her as per her tournament schedule and she should be provided with extra TA support. The student will be asked to share her tournament schedule for the semester in advance with the academic section and the course instructors. However, there will be no relaxation in CGPA requirements.</p> <p><b>Action: Academic Section</b></p>
<p><b>Item 10.</b></p>	<p><b>To discuss the matter related to Teaching Fellow Recruitment:</b></p> <p>The AAC Chair apprised the members of the background. It was noted that we are no longer able to attract good TFs at the starting salary of INR 45K. The inputs received from the Department of CB, Maths and ECE were noted. During the course of discussion, the suggestions made by the members were also considered. After detailed deliberations, the AAC recommended to FC the revision of salary of TF from Rs. 45k to Rs. 50-70K depending on the education or experience background. The candidates with M.Tech. degree may be given a starting salary of Rs. 50k and if the candidate has relevant experience also, then salary can be higher. The candidates with PhD degree can be given a starting salary of 65k and more if there is relevant experience. The selection committee will decide the starting salary. Further, the respective department can provide top ups from the departmental budget.</p> <p><b>Action: Academic Section/FC</b></p>
<p><b>Item 11.</b></p>	<p><b>To reconsider guidelines for various Awards.</b></p> <p>a. Teaching Excellence Awards</p>

The Dean of Academic Affairs initiated the discussion and apprised the members of the background. After detailed deliberations, it was decided to make the following changes in order to make the process more rigorous:

- i. The Teaching Excellence award will not solely be given on student feedback but a faculty would have to apply. At the time of application, the faculty would have to submit all the course data, assessments, exams, grades, etc. and student feedback.
- ii. The faculty getting a minimum of X feedback will be eligible to apply for the Teaching Excellence Award. To determine X, the academic section will have to provide course registration data of the last 3 years.
- iii. The interested faculty needs to submit an application towards his/her participation for the above awards through a Google form that is to be prepared by the academic section. The form will capture details like course feedback score, course rigor, type of assignments and quizzes, course completion, teaching methodology, type of exam, etc.
- iv. A committee, including external experts, will look into all the applications and based on predefined rubrics, the awardee(s) will be finalized. The final rubrics for the award will be decided in the next meeting.

Ashutosh: To provide 2-3 years data.

#### **b. Outstanding Educator Awards**

The DoAA apprised the members of the background. During the course of discussion, it was noted that we now have the Prof. Rajiv Singhal Award. Hence it was decided to discontinue this award.

#### **c. TA Awards**

The DoAA apprised the members of the background. After detailed deliberation, it was decided that a faculty while awarding TA grades can nominate 1 TA for every 50 students. However, the faculty can nominate at most 4 TAs of the course. The names of the TAs should be listed in order of preference.

	<p><b>d. To consider the review of eligibility criteria for the DOAA's List of Awardees</b></p> <p>It was noted that the DoAA's list for this year has already been announced. Hence it was decided to defer this item to the next meeting.</p> <p><b>Action: Academic Section</b></p>
<p><b>Item 12.</b></p>	<p><b>Discussion on Contingency rules for Ph.D. students</b></p> <p>The AAC Chair apprised the members of the background. It was noted that the current guidelines that are followed are from 2014 and hence need a revision. She also apprised the members of the contingency rules of IIT Delhi. After detailed deliberations, the AAC recommended to FC/Senate the revision of the contingency grant from Rs.10000 p.a. to Rs.20,000 p.a. The Academic Section will prepare a revised document which should be a union of rules of IIT Delhi and IIIT Delhi for better utilization of the contingency grant.</p> <p><b>Action: Academic Section</b></p>
<p><b>Item 13.</b></p>	<p><b>There are students who are taking audit courses and are failing them, especially TAsip-related courses. The AAC is requested to deliberate on this.</b></p> <p>Consideration of this item was deferred to the next meeting.</p> <p><b>Action: Academic Section</b></p>
<p><b>Item 14.</b></p>	<p><b>Points related to formative assessments of the course</b></p> <ul style="list-style-type: none"> <li>● <i>Making Mid Sem &amp; End Sem Exams mandatory</i></li> <li>● <i>Mandatory %age for proctored exams (Mid-sem and End-sem)</i></li> <li>● <i>Mechanisms to ensure the following:</i> <ul style="list-style-type: none"> <li>o <i>To show the sum total of marks before the end-sem exam</i></li> <li>o <i>Instructors show the exam copies to students before moderation meeting</i></li> <li>o <i>Grades are submitted by the moderation meeting.</i></li> <li>o <i>%age of A+ grades and criteria</i></li> <li>o <i>No quizzes are conducted at least 3-4 days before mid-sem/end-sem exams.</i></li> </ul> </li> </ul> <p>Consideration of this item was deferred to the next meeting.</p> <p><b>Action: Academic Section</b></p>
<p><b>Item 15.</b></p>	<p><b>To formalize the <a href="#">process</a> of Research Assistantship for B.Tech. &amp; M.Tech. students.</b></p> <p>Consideration of this item was deferred to the next meeting.</p>

**Action: Academic Section**

**Item 16. To review IIITD Course Description format.**

*The current course description document has information that keeps on changing and not being a part of the approval.*

*It is also suggested to specify Lecture, Tutorial, and Lab components in the course template.*

*Also, it is proposed that the current taxonomy be updated with the revised "Bloom's taxonomy" (Given below) from "Computing Curricula 2020" which has more actions/verbs which will allow more flexibility to design the Cos. Annexure II*

Consideration of this item was deferred to the next meeting.

**Action: Academic Section**

**Item 17. To deliberate on Course Outcomes of Self Growth & Community Work.**

This matter was discussed in 19<sup>th</sup> AAC and it was suggested the Academic Department should take help from the SSH department to draft the Course Outcomes.

[Here](#) is the draft of the Course Outcomes prepared by the Department of SSH for discussion in AAC.

Consideration of this item was deferred to the next meeting.

**Action: Academic Section**

**Item 18. To finalize post conditions of ESC205, Environmental Science.**

*CSE department has proposed the revised CO's of the EVS course for consideration of AAC:*

- *Explain the importance of the environment.*
- *Describe the importance of natural resource management*
- *Be able to critic the sustainable development practices.*
- *Ability to analyze and incorporate the essence of environment implications in their day today decision making*

Consideration of this item was deferred to the next meeting.

**Action: Academic Section**

**Item 19. 1) Overload/underload:**

*There are multiple requests from third and fourth-year students for overload even though their CGPA is below 8. Overload is critical for some students with low CGPA to complete their graduations. For some students, overload is a good option to complete their graduation requirements in 7 semesters so that they can opt for an internship in the last semester.*

*Should we relax overload regulations and allow students to take overload at most twice in BTech and once in MTech?*

**Current regulations:**

**5.8 Academic Load**

*In general, students will take courses as per the program. Normal load for the first and second year students is 16-20 credits and for the third and fourth year students is 16-22 credits.*

*When a student registers for more credits than the stipulated normal load, it is called the overload. First year students cannot take any overload. Second year students having a CGPA of more than 8.0 can take an overload of up to 2 additional credits over 20 credits. Third and fourth year students having a CGPA of more than 8.0 can take an overload of up to 2 additional credits over 22 credits.*

*When the student registers for less than 16 credits in a semester, it is called the underload. A student may be allowed, with permission of the DOAA an underload of a maximum of 4 credits below 16 credits.*

*Students under academic warning may not be permitted any overload. Such students may be advised by DOAA to take an underload.*

**2) General email/SMS to parents at the beginning of the semester/academic year:**

**There are few parents who mentioned that they are not aware of the academic events (semester start date, exam dates, results announcements). Ideally, such notifications should be displayed on the institute websites. Other option is to send email/SMS to parents about the academic calendar at the beginning of the semester/academic year.**

Consideration of this item was deferred to the next meeting.

**Action: Academic Section**

**Item 20. To consider the case of PhD student Saif Ali (PhD17401) to allow him to do the Research Methods course after submission of the thesis.**

Dr. Gaurav Arora presented the background of the case and informed that Saif Ali has completed his research work and is likely to submit the thesis soon. However, he has not completed the compulsory Research Methods course which he is required to complete before submission of the thesis. He, therefore, requested the AAC to consider his case favorably and allow him to do the Research Methods course after submission of the thesis. After detailed deliberation, the AAC allowed the student to submit the thesis as a special case not to be cited as a precedent in future. However, he will not be allowed to sit for the viva-voce examination (thesis defense) till he clears the Research Methodology course. No further exception will be given under any circumstances and the advisor, Dr. Gaurav Arora, has agreed to this condition.

**The meeting ended with a vote of thanks to and by the Chairperson.**

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