



Minutes of the 21st meeting of the PGC held on 1st March, 2017 at 3.10 p.m.in the Board Room, IIIT-D Campus, Okhla Industrial Estate, New Delhi

Following were present:

1. Prof. Pankaj Jalote, Director*
2. Prof. Samaresh Chatterji - Chairma
3. Dr. Dheeraj Sanghi
4. Dr. Pushpendra Singh
5. Dr Ponnurangam K
6. Dr. Anuradha Sharma
7. Dr. Ganesh Bagler
8. Dr. Sneh Sourabh
9. Mr. G N S Harsha - Student Representative(ECE)
10. Ms. Deepika Yadav - Student Representative(CSE)
11. Mr. K P Singh - Academic Incharge
12. Ms. Sheetu Ahuja - Manager(Academic)
13. Mr. Ashutosh Brahma - JM(Academic)
14. Ms. Priti Patel - JM(Academic)

*Director attended the meeting only for a brief period to give his thoughts on item Nos.2,3,4 & 16 before actual deliberation by PGC

At the outset Prof. Samaresh Chatterji welcomed all to the meeting of the PGC. Thereafter, the agenda items were taken up for discussion and the following decisions/recommendations were made:

1. Confirmation of the minutes of the 20th meeting of the PGC held on 23rd January, 2017

The PGC confirmed the minutes of the 20th meeting of the PGC held on 23rd January, 2017

2. To discuss on strengthening the thesis processes to ensure high quality.

Chair PGC apprised the members of the background and the brief discussion held earlier at the 18th meeting of the PGC held on 2nd November, 2016. Prof. Pankaj Jalote, Director who attended the meeting especially for this item, presented his thoughts to the

committee. After a brief discussion the committee deferred this item to next meeting for further discussion.

3. To reconsider the proposal to include the synopsis as a part of thesis (refer item No.7, 19th PGC Meeting held on 22nd Dec 2016).

Chair PGC informed the members of the earlier decision taken by the PGC at its 19th meeting held on 22.12.2016. Prof. Pankaj Jalote, Director who attended the meeting especially for this item, presented his thoughts to the committee and desired that the matter may be discussed afresh. Thereafter the PGC again discussed the matter in detail. After detailed deliberations the PGC unanimously reiterated its earlier decision and did not favour including the synopsis as a part of thesis.

4. To reconsider the proposal of Comprehensive Exam Feedback Form (refer item No.5, 17th PGC Meeting held on 21st September 2016).

Chair PGC apprised the members of the background and the earlier decision taken at its 17th meeting held on 21st September,2016. Prof. Pankaj Jalote, Director who attended the meeting especially for this item, presented his thoughts to the committee and desired that the matter may be discussed afresh. Thereafter the PGC again discussed the matter in detail. After detailed deliberations the PGC desired that Academic Section will design a suitable feedback form and circulate to non-examiner attendees (students & faculty, if any) present at the comprehensive examinations. The filled up feedback form will then be collected by the presenter to take appropriate action. Academic section will take views from presenter whether the inputs received were beneficial for him/her.

5. To discuss regarding talks series by Ph.D. students (50% attendance policy in Institute seminar and ketchup talks, to add the same in Yearly report xls)

Chair PGC apprised the members of the background and the suggestions made at the 20th meeting held on 23rd January,2017. The students' representatives who were present at the meeting informed that in the discussions held with the students there has been a number of suggestions like (i) to give best ketchup award to encourage participation in seminar and ketchup talks (ii) to report in yearly reports as to how many talks a student attended etc. etc. They further informed that the issues are still being discussed among the Ph.D. scholars and they will come up with the suggestions soon. The PGC therefore, decided to wait for the suggestions from the students before further discussion.

Meanwhile the PGC desired that, Academic Section will inform all PhD students that from June 2017 onwards below question will be added in yearly review form:

- i. Number of Ketch-Up Talk attended in last one year (with Titles)
- ii. Number of Institute Seminar attended in last one year (with Titles)

Remark: This will not affect your performance rating in yearly review.

6. Discussion regarding having a neutral observer in PhD Thesis Defense.

Chair PGC apprised the members of the background. It was noted that the thesis defense is being conducted smoothly as per norms. Hence it was decided to keep the matter of having a neutral observer in the Ph.D. thesis defense in abeyance.

7. To discuss the concept of practice talk before actual thesis defense.

Chair PGC apprised the members of the background. During the course of discussion it was noted that the student concerned generally does practice talk before the actual thesis defense and hence it is not necessary to formulate any formal rules/process for the practice talk for the time being.

8. To review the Guidelines for Award of Medals to MTech Students.

Chair PGC apprised the members of the background. It was noted that in the past there has been delay in finalizing the list of students for the best M.Tech. thesis award. After detailed deliberation the PGC fixed 25th July as the last date for M.Tech. thesis defense, to be considered for award in the convocation of a particular year. A student whose thesis defense is held after this deadline can be considered for best thesis award only next year though he/she can get the degree at the convocation, if otherwise eligible.

The PGC also noted that that earlier there were two level committees which included an external examiner for recommending the best thesis award. Considering that there has been increase in the number of faculty with varied expertise, the PGC decided that henceforth there will be no external examiner and the recommendation of the committee constituted internally for recommending the award will be final. This committee will not have a faculty member whose student's thesis has been nominated for the award. The shortlisted students will be required to give a ten minute presentation (in person or through skype) before the committee.

Arising out of discussions the PGC recommended that to recognize the excellent academic performance the graduating M.Tech. student getting CGPA of 10 out of 10 (after grade replacement) till 21st August. may be awarded Gold Medal at the Convocation. For those

who graduate on 21st December, they will be considered for the award in the next Convocation.

9. To consider a proposal to apply plagiarism check for PhD and MTech Thesis before submission for evaluation.

Chair PGC apprised the members of the background of the proposal. After detailed deliberations the PGC recommended that both Ph.D. and M.Tech. students should run plagiarism check and submit the similarity report through Advisor(s). The concerned Advisor(s) will examine the report and may advise the student to take corrective action before the final thesis along with the plagiarism check report is submitted for evaluation of thesis. The plagiarism check report will be kept in the personal file of the student for records.

During the course of discussions some members pointed out that final M.Tech. thesis is sometimes submitted to the examiner(s) very late and the examiner gets insufficient time to go through the thesis. After detailed deliberations, the PGC desired that the final M.Tech. thesis should be submitted to examiner(s) at least one week before the thesis defense. A suitable notification may be sent to the faculty to ensure timely submission of thesis for evaluation by internal/external examiners.

10. Reconsideration of Policies for Grade Replacement for MTech program

Discussion on this item was deferred to the next meeting.

11. Discussion regarding PhD students taking leave without informing the supervisors

Chair PGC apprised the members of the background. After detailed deliberation the PGC desired that the concerned supervisor should handle such issues independently as per rules.

12. Regarding content related to PhD program for new website.

Chair PGC apprised the members of the background. After detailed deliberations the PGC desired the Academic Section to prepare the contents related to Ph.D. program by taking input from manual and other related resources and send the document to the concerned Program Coordinators for input before placing the same on the website.

13. To discuss the policy for purchase of laptop.

Chair PGC apprised the members of the request of a Ph.D. scholar for purchase of a second laptop. After detailed deliberations the PGC did not accept the request for purchase of a second lap top. However, in case the lap top goes out of order at the last stage of research work, the student may be given another lap top temporarily.

14. Grant of 8 days Casual leave for the whole Calendar year

Students' representatives present at the meeting requested to consider a minor change in the PG regulation to allow the Ph.D. student to avail 8 days casual leave in the entire calendar year instead of 4 working days in a semester. The PGC noted that at present the existing PG Regulation 9(1) b. provides as under:

“In addition, a student irrespective of the financial assistance may be allowed to go on casual leave for up to **four working days in a semester**, with permission.”

After detailed deliberation the PGC agreed to the request and recommended for modification of the above clause as under:

“In addition, a student irrespective of the financial assistance may be allowed to go on casual leave for up to **8 working days in a calendar year**, with permission.”

15. To consider the request for financial support to fund the fees of Open Access

Journals

Students' representatives present at the meeting informed that some of them wish to publish their work in Open Access Journal which charges quite substantial amount of fees. They requested consider provision of financial support for publication in Open Access Journals. After detailed deliberation the PGC did not agree to their request.

16. To re-discuss the matter regarding conduct of PhD thesis defense on webex/skype.

Chair PGC apprised the members of the earlier decision taken by the PGC at its 19th meeting held on 22.12.2016 (vide item No.5) related to conduct of PhD thesis defense on webex/skype. Prof. Pankaj Jalote, Director who attended the meeting especially for this item informed that his student, Ms. Ayushi Rastogi being away from Delhi will not be able to defend her Ph.D. thesis personally. Hence she may be permitted to defend via webex/skype. He also presented his thoughts on conduct of PhD thesis defense on webex/skype and desired that the matter may be re-discussed afresh. Thereafter, the PGC discussed the matter in detail and permitted Ms. Ayushi to defend her thesis via webex/skype as a special case. The earlier decision taken at its 19th meeting will continue, i.e. usually the student will be expected to conduct the defense in person, but this may be

relaxed by the PGC in exceptional circumstances. It was also clarified that a candidate getting even one report in Category 'C' will have to be physically present in the Institute for the thesis defense.

17. Next meeting of the PGC

It was decided to hold next meeting of the PGC on 22nd March, 2017. A notice for the meeting along with the agenda note may be sent to all the members at least a week in advance.

The meeting ended with a vote of thanks to the Chair.