

Agenda for 24th meeting of the Academic Affairs Committee (AAC) to be held on 24th Dec 2022 from 2.30 PM in the Senate Room, 7th Floor, R&D Building.

Item 1.	To confirm the minutes of the 23rd AAC meeting held on 18th November 2022.
Item 2.	<p>Reporting Items</p> <ol style="list-style-type: none"> 1. Below mentioned new courses were shared with AAC members over email and we didn't receive any comments over email, so these were considered as approved. <ul style="list-style-type: none"> ● DES523 : Cognition and Information Processing in Design ● CSE573: Interactive systems 2. To upgrade course code of Macroeconomics from ECO201 to ECO333 3. The AAC is requested to deliberate on allocation of course code for Japanese language course. Also, for students not getting any scholarship from "Fast Retailing Scholarship", will this course be counted in their SSH credit requirement? 4. Reconsideration of Studentship of an M.Tech. Student : Tarun Aggarwal <p style="margin-left: 40px;"><i>Tarun Aggarwal (MT21213) was admitted in AY 2021-22 in M.Tech. (ECE-VLSI & ES). He attended the classes for 1st semester, 2nd semester & summer term but in July 2022 he stopped attending the classes later on we approached the student & in September 2022 he asked for the withdrawal due to his mental health (anxiety and panic disorder) hence as per the process his name was struck off from the institute.</i></p> <p style="margin-left: 40px;"><i>After recovery, the student approached us for reconsideration of his studentship in November 2022. The student along with his parents also met us with the attached medical documents. The request has been forwarded to the department for recommendation & after the meeting of the student with the department representative, the department has recommended his request looking at his graduation plan (16 credits in Winter 2023 & 08 Credits in Summer Term 2023).</i></p> <p style="margin-left: 40px;"><i>You are requested to provide your view on the same. Assessment details of the student, medical document & recommendation from the department is attached in the email. After your recommendation we'll the same will be put up to AAC & Senate for approval</i></p> <p style="margin-left: 40px;">This case was discussed over email and got approved by the AAC members.</p>
Item 3.	To deliberate on partnership with the University of Suny Albany, New York, for a joint degree program. This item will be taken up by DoAA.
Item 4.	Instructor Manual .

<p>Item 5.</p>	<p>To review the B.Tech. Project Guidelines.</p> <p><i>As per regulations, if a student wants to earn BTP credits, then he/she has to complete minimum 8 or maximum 12 credits in consecutive semesters. Students who are taking BTP credits are required to give a presentation at the end of each semester.</i></p> <p><i>Incomplete BTP credits are not counted towards graduation requirements and are manually unchecked at the end of the program from total credits and CGPA.</i></p> <p>The AAC is requested to deliberate on this matter. Dr. Debajyoti will take up this matter.</p>
<p>Item 6.</p>	<p>To deliberate on Best BTP Award & Best M.Tech. Thesis Award guidelines. These awards were not given during COVID period and now since we have resumed back to the offline mode, these awards will be given from this semester onwards.</p> <p>Here is the comparison of BTP details of 2 semesters.</p>
<p>Item 7.</p>	<p>Request for Tuition Fee Concession for the Sponsored PhD Program</p> <p>We have received the following request to waive off the tuition fee from Mr. Aswino Gomango, who is a PhD student (PhD21405) working with Dr. Gayatri Nair in the Department of Social Sciences and Humanities.</p> <p><i>I am currently pursuing a PhD programme with the UGC-JRF fellowship at the Institute; however, I am converting my PhD programme into a Sponsored PhD programme from the upcoming winter session. The reason for this transition is due to the weak financial condition of my family; I had to take up a job to support my family and simultaneously continue to pursue my PhD programme. My family belongs to marginal farmers with little income and I have the responsibility to support a family of four. My job would compensate me with a salary of 72,000 thousand/PM (CTC); however, it would be difficult for me to pay 1.5 LPA for my Sponsored PhD programme given that I will be the sole earner in my family.</i></p> <p>Appointment Letter, Salary details, Joining Order</p>
<p>Item 8.</p>	<p>Creating PDA for PhD students.</p> <p><i>The background of the proposal will be presented by the PG Chair during the meeting.</i></p>
<p>Item 9.</p>	<p>To deliberate on the amount to be given to PhD students for doing additional TA duty.</p> <p><i>For PhD students admitted in the Department of Mathematics, a stipend of Rs. 10,000 per month is given for doing additional TA ships. However, there is no such policy for other departments. The AAC is requested to deliberate on this.</i></p>
<p>Item 10.</p>	<p>If a PhD student holds a UGC fellowship, can't he get an MTech degree on the way to PhD?</p>

This is a follow-up item from the 22nd AAC meeting and upon enquiring from UGC it has been informed that a student cannot take any other degree along with PhD. The other degree is not valid if done during the duration of the PhD program.

However, if a student leaves PhD, he/she may continue with M.Tech, in that case the student does not have to return the fellowship he/she received for pursuing PhD studies (as this will be treated as one degree at a time)

The AAC is requested to deliberate on this.

Item 11. To review IIITD Course Description format.

The current course description document has information that keeps on changing every year (e.g., textbook, weekly schedule, etc.). This creates confusion among students and future instructors as to what is mandatory and what is tentative. It is proposed to divide the description into two parts: A mandatory part (changes require approval), e.g., name, description, credits, presence of lecture-tutorial-lab-project components (not necessarily the schedule), COs, (maybe) list of topics. And a "Tentative plan" component that may include a weekly schedule of labs-lectures-tutorials, books, evaluation plan, etc.; this component is required during course approval to understand the feasibility and intended workload+rigor of a course, but may not be necessary for students (information could be retained for guiding future instructors). Further, guidelines should be laid down for core and elective courses on which components require further approval when modified in a future semester.

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

It may also be desirable to upfront list which program objective (POs) this course satisfies; this helps during accreditation and could in general be beneficial to understand where this course fits with respect to a program.

AAC is requested to deliberate on this matter.

Item 12. Dr. Vivek Bohara requested AAC to review the honorarium amount paid to external examiners for the MTech thesis evaluation and Comprehensive exam of PhD students. These may be revised in line with other institutes.

[Here](#) is the comparison with few institutes of repute.

Item 13. To review [Prof. Rajiv Sangal Faculty Fellowship Award](#).

Item 14. To review if the Institute should have a CGPA criteria with respect to the semester exchange program with [JKLU](#).

The AAC is requested to deliberate on this matter.

Item 15.	<p>To review the bucket courses for M.Tech. CSE Program.</p> <p>Here is the Department recommendation for reference. Here are the details when the proposed bucket courses were offered.</p>
Item 16.	<p>Dr. Vivek Bohara suggested that PhD students should be available in offline mode at the Institute during the PhD Thesis Defense. The AAC is requested to deliberate on this.</p>
Item 17.	<p>Travel Budget for recruitment of PhD students by faculty in other (nearby) institutes.</p> <p>The Department of ECE discussed the statistics of PhD applications in their FM. They discussed the ways of increasing the outreach of the PhD program. A few suggestions were:</p> <p>The faculty members will provide details of the colleges (and their point of contact) in a google sheet shared by the department. The department will facilitate the respective faculty members in logistics. A few faculty members also suggested conducting spot-rounds in colleges of good repute.</p> <p>The AAC is requested to suggest potential sources of the travel budget needed for this activity.</p>
Item 18.	<p>To review the Travel support for B.Tech. & M.Tech. students for attending conference.</p> <p>As per the office order, the last revision happened in 2014. Institute is currently providing Rs. 10,000 towards travel support to the B.Tech. & M.Tech. students.</p> <p>The AAC is requested to deliberate on this matter.</p>
Item 19.	<p>To deliberate on the process of Result Notification to be issued for PhD students after Thesis defense.</p> <p>Sample Copy of Provisional Certificate, IIT Delhi Sample Copy of Result Notification, IIT Delhi</p>
	<p>Any other items with the permission of the Chairperson.</p>
