Agenda for 25th meeting of the Academic Affairs Committee (AAC) to be held on 13th Jan 2023 from 2.30 PM in the Senate Room, 7th Floor, R&D Building.

Item 1.	**To confirm the minutes of the 24th AAC meeting held on 23rd December 2022.**
Item 2.	**Reporting Items** 1. **The following new course was shared with AAC members over email. Since no comments are received, this course is approved.** ● **BIO548: Human Microbiome Data Science to be offered by Dr. Tarini Ghosh** 2. **Semester Extension of a 2014 batch student Aniket Kadiyan:** *His case was discussed in the 21st AAC Meeting where he was given a conditional extension for one semester. Further extension will be granted only if he clears all courses this semester.* *Here is the result of Aniket Kadiyan for the courses registered in Monsoon 2022 semester:* *BIP398-Independent Project - "B-"* *CSE231-Operating Systems - "B-"* *He is still left with 5 credits to complete his graduation requirements. He has completed OS (cleared in Monsoon 2022 semester) and is planning to register 12 credits in Winter 2023 semester including a pending core course ADA.*
Item 3.	**To deliberate on the course capping on registration numbers during pre registration and add drop.** *AAC is requested to form proper guidelines for the course capping, what would be the process? Who sets the cap? Is there any approval needed? Is there a waitlist? What happens when someone is denied a seat because of the cap but later more students drop the course?*
Item 4.	**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.* *Here is the comparison of BTP details of 2 semesters.*

Item 5.	To deliberate on the proposal received from the CB department to waive off the core course "Basic Electronics" requirement from the regulations of B.Tech. 2020 & 2021 batch CSB students, considering COVID-19 situation.
Item 6.	**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 7.	**To review Prof. Rajiv Sangal Faculty Fellowship Award.**
Item 8.	**To deliberate on M.Tech. Thesis & Internship Guidelines.** ***In the 56th Senate Meeting held on October 21, 2022,*** *"it was noted that the number of M. Tech. students doing thesis work has reduced due to various reasons including the tendency to take up internships. One of the members suggested that more flexibility should be given to the faculty to allow the students to go for internship and do the thesis concurrently. These suggestions were noted for further deliberations in the Department and the AAC as to how the number of M.Tech. thesis could be improved."* ***This point was circulated with all stakeholders and here are the feedback from them:*** ***Feedback from Placement Team:*** *Companies have certain headcounts for various hiring like Intern, Intern+ FT & FT for each year & each college. Some have mandatory internships as part of their full time offer.*

Companies offering intern + FT & Internship start planning their on boarding, project allocation and mentor assigning process much in advance somewhere around October-November on the basis of the hired & accepted offers.

If the student(s) is not joining due to any reason like remaining 2/4 credits or not completing the thesis defense, etc and this information is given to the company at a short notice, which adversely impacts on the student career, campus image & our relationship .

The current guidelines are quite stringent & at times the fallouts are very harsh especially in cases where the student has completed all or majority of the academic requirements and is left with Defense or 2/4 credits .

Feedback from CB Department:

A MTech CB student is required to do a mandatory rigorous thesis project as part of this program of 32 credits. A student can take prior approval (at the start of thesis project) from his/her supervisor and can complete their thesis work in approx. 8 months. Post that a student can join the internship offer / company.

Feedback from ECE Department:

In principle, there is broad consensus to go ahead with the proposed policy. Concerns, if any, can be resolved at the individual faculty level. If needed later, maybe we can revisit it after a span of 3 years (meanwhile we can collect the data points on students opting for thesis, dropping it mid way or converting to capstone/ IP etc) .

Problem: *MTech students can go for an internship in the fourth semester after getting an NOC from the academic office. The guideline for issuing the NOC says that a student can go for an internship if all the requirements for the MTech degree are fulfilled by the 3rd semester, including the defense of the MTech thesis (if a student has opted for the same). It is very difficult (nearly impossible) to complete the MTech Thesis defense within this timeline because writing the thesis and organizing the thesis defense takes additional time, despite the majority of work related to the thesis can be done within this timeline. As a result, many students interested in undertaking a thesis consider it too risky and drop it or convert it to capstone projects that do not involve elaborate defense. If we want to encourage a thesis for MTech students, we need to relax the criteria of issuing NOC for the students undertaking the thesis.*

Proposal: *An NOC can be given to students undertaking a thesis and taking 16 credits for the thesis based on the supervisor's recommendation, pending thesis defense. The NOC can specifically mention that the thesis defense is pending for the student. Other rules for issuing NOC will remain the same.*

Expected benefit: *Some students who want to pursue a thesis+internship and some faculty members who want to supervise an MTech thesis (and organize thesis defense during internship) can now do so. The flexibility in thesis defense can improve the thesis quality and get a good publication out of work.*

Checks:
1. *If a faculty member considers that a student may not work toward thesis defense after going for an internship should not agree to supervise an MTech thesis in the first place. It only gives flexibility to the supervisor and students. A faculty member who finds this change bothersome may not utilize this flexibility.*
2. *A student planning to go for an internship and do a thesis can do so only when they start the thesis in the summer semester (then only 16 credits of thesis can be taken within the stipulated period). Hence, students are expected to still work with the supervisor on campus for at least two semesters (summer+monsoon). Hence, the earlier problem (i.e., before introducing the current internship policy) that a student leaves the campus in the middle of the semester or spends insufficient time with the supervisor will not arise.*
3. *The other rules of the internship policy are not changed.*

Feedback from CSE Department:

The matter was discussed in the department and with all the CSE M.Tech coordinators. Following are our observations and recommendations:
1. The department is not in favour of having internships during a regular semester for M.Tech. students. The current internship policy is not beneficial for the students. This affects the quality of the student's thesis, their course requirements, overall quality of education and the TA requirements of the department in some courses. Internship over summer is fine.
2. The department suggests that the thesis research should not be hampered because of an internship. The student must complete all thesis credits before going on an internship (which means that the student must complete all the research work prior to leaving for internship). The defense may take place after the student returns. Completing research before leaving on the internship will also avoid any IP related issues since during internship a student may work on a related problem and companies often ask them to sign NDA and own any generated IPs which could be a problem with the student's academic thesis research in case of any overlap.

A larger discussion on this (perhaps in an institute FM) is suggested if needed.

Item 9.	**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 10.	**To review the bucket courses for M.Tech. CSE Program.**

	Here is the Department recommendation for reference. *Here are the details when the proposed bucket courses were offered.*
Item 11.	**To deliberate on M.Tech. Refresher/Preparatory Module offering** ***Feedback from ECE Department:*** *As decided in the ECE FM, the ECE department will continue with the PG refresher module as it is, as this module helps the students to prepare for the courses in the upcoming semester. However, the department's suggestion to the academic section would be to have Winter admissions also. The refresher module for the PG students admitted in the Winter session can be re-conducted.* *The PG refresher module is also open for UG students. However, the students have to inform the Academic section in advance.* ***Feedback from CB Department:*** *M.Tech. CB preparatory module in CB FM, and our dept. members recommended to offer the same for the upcoming batches as well.* *As you know, candidates from various UG backgrounds are eligible to apply for the MTech - Computational Biology program, making the preparatory module a key pillar of this program. During this module students can gain basic knowledge of biology, computation and mathematics, which is necessary to pick up the core as well as elective CB courses effectively.* *Department might do a few changes in the module, before offering it to the upcoming batches.* ***Feedback from CSE Department:*** *1. The department highly recommends the current refresher modules of PG students. Online videos/ study materials can be made available to the late admissions, however there will be physical evaluation for all the PG students towards the end of the refresher module.* *2. Further, during admission it is suggested that applicants should be given an option to apply to both, GATE and NON-GATE categories through a single application. This will help us make better decisions during the intake.*
Item 12.	**To deliberate on the process of Result Notification to be issued to PhD students after Thesis defense.** *Sample Copy of Provisional Certificate, IIT Delhi* *Sample Copy of Result Notification, IIT Delhi*

Item 13.	**To discuss the TAship allocation vs coursework of PhD students** Currently, we allocate courses for TAship to PhD students before the beginning of the semester. Many course instructors expect their TAs to attend all their lectures, and hence PhD students can't take any course offered in the same slot. The proposal is to assign TA duties to PhD students keeping in mind their coursework preferences.
Item 14.	**Two ECE instructors taught a course in the Monsoon semester 2022 but the course topics, evaluation, and exams were completely different. It was highlighted in ECE moderation.** *AAC is requested to deliberate on this matter.*
Item 15.	**To discuss the revised proposal from the Department of CSE for starting an MTech (Research) program in view of the suggestions given in the 21st AAC Meeting.**
Item 16.	**In the 24th AAC Meeting, the Travel support provided for B.Tech. & M.Tech. students for attending conferences were discussed.** *As per regulations, Travel Assistance of Rs. 10k is provided to B.Tech. & M.Tech. students for attending the Conference. A B.Tech. student can avail this facility once in their tenure and an M.Tech. student can avail it twice in their tenure.* *It was felt that the current travel support for B.Tech. & M.Tech. students are insufficient and need revision in view of the rising cost of fare, registration fee, accommodation, etc. over the years.* *AAC is proposing to increase the travel assistance amount from 10k to 20k. We have received input from ECE, Maths & CB and they are agreeing to the proposed amount.*
Item 17.	**To deliberate on the domain of BTP for doing B.Tech. degree with Honors** **As per regulations for B.Tech. Honors** *"A student enrolled in a B.Tech. 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 normally should include:* *a) The student earns at least 12 extra discipline credits from in-class courses.*

	b) The student's program includes a B.Tech. project. *c) The student has a CGPA of 8.0 or more at graduation.* *Regulation is silent on the domain of BTP for honors degree.*
	Any other items with the permission of the Chairperson.

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