

Minutes of the 28th meeting of the Academic Affairs Committee (AAC) held on 8th May, 2023 in the Senate Room, 7th Floor, R&D Block at 2.30 p.m.

	<p>Following members/special invitees were present:</p> <ul style="list-style-type: none">● Prof. Anuradha Sharma – AAC Chair and Chair-PG Affairs● Prof. Pushpendra Singh – DoAA● Dr. Sumit J. Darak - Chair-UG Affairs● Prof. Sujay Deb● Dr. Rajiv Ratn Shah (for item No.3)● Dr. Ganesh Bagler● Dr. Debajyoti Bera● Dr. Vinayak Abroal● Dr. Richa Gupta● Dr. Gayatri Nair● Dr. Debika Banerjee● Mr. K P Singh –Academic In-Charge● Ms. Nisha Narwal - Assistant Manager (Academics) <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>
Item 1.	<p>To confirm the minutes of the 27th AAC meeting held on 14th April 2023.</p> <p>The minutes of the 27th meeting held on 14th April 2023 were confirmed as circulated.</p>
Item 2.	<p>Reporting Items:</p> <ol style="list-style-type: none">1. The following new course was shared with AAC members over email. Since no comments were received, this course is approved. <ul style="list-style-type: none">● CSE665A - Distributed and Federated Machine Learning to be offered by Dr. Bapi Chatterjee <p>The AAC noted the above.</p> <p>Action: Academic Section</p>
Item 3.	<p>To review a proposal for collaboration between IIITD - BTech CSD and Shawnee State University - BFA Game and Simulation Arts.</p> <p>Dr. Rajiv Ratn Shah, Head HCD, presented the proposal for collaboration between IIITD – B.Tech. CSD and Shawnee State University - BFA Game and Simulation Arts. He also explained the salient features of the proposal including the courses that B.Tech. CSD students would be taking before going to Shawnee State University.</p>

During the course of discussions the members raised a number of queries as to how the students going to Shawnee State University will complete the mandatory SSH courses, Self growth and community work, BTP (if opted) , CSE electives, completion of additional credits for Honors/minors, etc. The members also wanted to know whether there will be two separate degrees (one from IIITD and another from Shawnee) or only one joint degree. The number of seats and the amount of fee to be paid by the concerned students also need to be detailed in the proposal. It was also suggested to take feedback from the students whether they would be interested to participate in the proposed collaboration. After detailed deliberations the AAC requested Dr. Rajiv Ratn Shah, Head HCD, to examine the proposal in the light of the points raised by the members during the meeting and submit the revised proposal for further consideration of the AAC.

Action: Head, HCD

Item 4. To consider the recommendation of the Department of CSE for replacing the mandatory 2-credit OOPD course.

Ms. Nisha Narwal, AM(Academics) presented the item and informed that feedback from ECE and CB departments has been sought and the same is awaited. During the course of discussions Dr. Sumit Darak informed that the matter is under discussion in the ECE Department and a clarification is required if the M.Tech. ECE students could take the DPM course instead of the OOPD. Dr. Ganesh Bagler informed that the matter is under discussion and he will update soon. After detailed deliberations, the AAC recommended to the Senate for running two flavors of OOPD course with C++ as a programming language, viz. OOPD of 2 credits - code ECE600A/CSE600A and OOPD of 4 credits – code CSE600 (2 additional credits). While the MTech (CSE) students will have to take only the 4-credit OOPD course (i.e., CSE600), the MTech (ECE) and MTech (CB) students will have the option to take either 2 or 4 credits of the OOPD course. Prof. Pushpendra was requested to update the syllabus in the light of the discussions held in the meeting.

Further, the ECE and CB departments were requested to deliberate the above in their respective department and if they have any objection to the above recommendation, they should inform the AAC latest by 16th May, 2023.

Action: Academic Section/HoD ECE/HoD CB/Senate

Item 5. To Review the “Peer Review Template”

The existing template was discussed and the members made some suggestions for the improvement. After detailed deliberations, the AAC, after adding the following points in the existing format, agreed to the revised **Peer Review Template**, placed at [Appendix](#) :

- Reasonable plan for Plagiarism checks
- Weekly load is not more than 12 hours
- All essential topics should be covered and the CO's should be met
- Link to the Instructor Manual
- Link to the Techtree
- Link to the checklist for the first class (***already available in the Instructor's Manual***)

The AAC further requested the Academic Section to circulate the revised peer review form through a Google form among all faculty at least 10 days before the beginning of the semester. Further, the Deptt. JMs may be asked to send timely reminders to the concerned faculty in order to ensure that all concerned faculty fill the google form. The Department JMs should send the compiled Peer Review forms for all the courses offered by the department within 2 weeks of the start of the semester.

The Academic Section will also prepare a checklist for the first day of the class and will provide web links to the checklist for the first day of the class, Instructor's Manual and Techtree on the Peer Review Form.

Action: Academic Section/Dept. JMs

Item 6. To consider a proposal of the Department of ECE for Incentivising the M. Tech. Thesis.

Dr. Sumit J. Darak presented the proposal to incentivize the M.Tech. Thesis. He informed the members that the proposal recommended in ECE FM aims at motivating the students to stay on campus for four regular semesters. Such students will receive reimbursement of 25% of their M.Tech. fee after completing the M.Tech. Thesis and TAship in four regular semesters. After detailed deliberations the AAC agreed to the proposal and recommended for consideration of the FC. Since the matter is common to M.Tech. CSE program as well, the Deptt. of CSE was also requested to discuss the proposal in their department for incentivizing and give their feedback for further consideration, latest by 16th May, 2023.

Action: Academic Section/Head, CSE/FC

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