Agenda Items for 30thPGC Meeting, to be held on 9th July 2018, 3.30 PM

Deferred Items

1. To discuss and review the existing regulation for conversion of MTech Thesis to Scholarly Paper and vice-versa.
2. To consider Industrial Project list for approval.
3. To consider waiver of TA duty for PhD students who are in the 5th Year of PhD program and receiving Institute fellowship.

New Items

4. To consider the suggestions of Director regarding detailed guidelines / slot distribution of ORF. The PGC at its 29thMeeting held on 28th March 2018, had made certain recommendations which are placed at **Annexure I** (Minutes of 29th PGC meeting, refer Item 4). We have now received some suggestions from Director vide email dated 13th June 2018 (**Annexure II**) and the same is also placed before the PGC for further discussion.

5. To discuss about attendance system for PhD students (liable for TAship).
6. To discuss the process for nomination of students for PhD program under QUT (suggestions received from Director vide email dated 3rd July 2018, **Annexure III**).
7. To discuss whether for MTech Thesis, can we give letter grades instead of S or X.
8. To explore the possibility of MS program (with thesis)
9. To consider whether an MTech student registered for Thesis may be allowed to convert to IP / IS, in case if he doesn't complete thesis.
10. Addition of Company in IndP List – KPIT.
11. To discuss whether to count the grades of Refresher Module (in summer) towards CGPA of MTech Students.
12. Points raised by MTech students regarding specialization related issues.
13. To consider the cases of medical leave for PG students during Mid-Sem and End-Sem examination.
14. This issue was discussed in UGC meeting and below is its recommendation:

"UGC apprised members of the practice of submitting fake medical certificates by students for claiming leaves during the mid-sem and end-sem examinations. Once medical leaves are approved, these students avail the facility of the conduct of re-examinations of mid-sem and end-sem at the later date. It was found that some students repeatedly apply medical leaves during the exams in consecutive semesters. After detailed deliberations, it was decided that only 2 medical applications would be accepted during the entire duration of their stay at IIIT-D for degree completion. This is to be noted that there will not be any segregation on mid-sem exam, end-sem exam, quiz, or any other examination related assessment component. These rules will be applicable retrospectively for all students. Also, medical certificate should be counter signed by the Parent. This will be applied on all UG students. The same would be communicated to PGC committee for taking up for the PG students for due approval."

Minutes of the 29th meeting of the PGC held on 28th March, 2018 at 2.00 p.m.in the meeting Room No.A-618, New Academic Building, IIIT-D, New Delhi

Following were present:

1. Dr. Rajiv Raman — Chairman
2. Prof. Samaresh Chatterji
3. Dr. Pushpendra Singh
4. Dr. MayankVatsa
5. Dr. Sriram K.
6. Dr. Sneh Sourabh
7. Dr. Ganesh Bagler
8. Dr. Anuradha Sharma
9. Mr. K P Singh — Academic Incharge
10. Ms. Priti Patel — JM(Academics)
11. Mr. Ashutosh Brahma — JM(Academics)
12. Mr. Roshan Kr. Mishra — JM(Academics)
13. Mr.Vijay Sharma — PhD student representative

At the outset Dr. Rajiv Raman 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 28thmeeting of the PGC held on 7th March, 2018.**

   During the course of discussion Dr Mayank Vatsa had pointed out a correction in item No.6 of the Minutes of 28th PGC meeting and suggested to replace the words 'General Degree' with ' Degree without any specialization'.

   The minutes of the meeting were confirmed, after considering above correction. Further PGC desired that Admin-MTech should check with HoD-ECE about the item which was discussed on table in 28th PGC meeting regarding " MTech(ECE) student doing thesis, should have at least one ECE faculty as advisor/ co-advisor."

   Also regarding Item 2 of last PGC meeting, it has been discussed to approach few selected Embassies for exploring the option to attract foreign students.

   The action taken report in respect of various items discussed in the 28th meeting of the PGC was presented on table. It was noted that despite repeated reminders some of the Departments have not sent their responses on the issues referred to them by the PGC.

2. **To review the criteria for issuing academic warning to MTech students**

Academic Section presented the relevant Senate's ruling about counting of 'F' grade for CGPA calculation. After detailed deliberation PGC has recommended that the warning should be based on SGPA/ CGPA of the student.

Arising out of discussion, the PGC has recommended to review the existing regulation for counting of 'F' grade for CGPA calculation for UG/ PG programs in the up coming Senate.

3. **To consider Industrial Project list for approval.**

As desired in 28th PGC meeting, Admin-MTech has shared a detailed report of the Industrial project from the beginning.

After detailed discussion, it has been decided to further discuss this item in PGC mailing group.

4. **To discuss guidelines for distribution of ORF slots**

Chair PGC apprised the members of the background. Thereafter, based on his past experience and involvement, Dr. Pushpendra Singh shared his views on table. After detailed discussions, the PGC has recommended as under:

Who are eligible for ORF:
- Students who are getting External Fellowship (for at least 48 months of the PhD duration) including UGC, CSIR DBT etc (excluding Visvesvaraya Fellowship)
- Students who are joining PhD program after BTech from IIITD or equally good Institutes.
- A faculty is eligible for one ORF slots against the 48 month fellowship support to any PhD student (source may be project grant etc).

ORF support is limited to support a maximum upto 6000 USD for 6 months duration @ 1000 USD per month along with continued monthly fellowship. A slot cannot be split in parts.

Priority list for ORF distribution: PGC has recommended that the slot allotment may be based on seniority, CGPA etc however, after analyzing statistics of ORF slot allotment over last 3 years, PGC desired that slot distribution may be done by a sub-committee of the PGC on case to case basis.

5. **To discuss and review the existing regulation for conversion of MTech Thesis to Scholarly Paper and vice-versa.**

This item was deferred to next PGC meeting.

6. **To consider waiver of TA duty for PhD students who are in the 5th Year of PhD program and receiving Institute fellowship.**

This item was presented by Mr. Vijay Sharma, PhD student representative. PGC has briefly considered this item and asked Admin-PhD to send a separate email to PGC mailing group for further discussion on this.

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

---------- Forwarded message ----------

From: AnandSrivastava, Dean IRD <dird@iiitd.ac.in>

Date: Wed, Jun 13, 2018 at 6:34 PM

Subject: Re: Practices for giving ORFs

To: PankajJalote<jalote@iiitd.ac.in>

Cc: PGC Chair <pgc-chair@iiitd.ac.in>, Admin PHD <admin-phd@iiitd.ac.in>, AnandSrivastava<anand@iiitd.ac.in>, Registrar

<registrar@iiitd.ac.in>, SheetuAhuja<sheetu@iiitd.ac.in>, K P Singh <kpsingh@iiitd.ac.in>

Also, PGC can decide on minimum time student has spent in PHD program before applying for ORF.

In the mean time, IRD will make database of ORF tokens earned by faculty through projects / Ext funding etc.

Thanks,

Anand

On Wed, Jun 13, 2018 at 12:51 PM, PankajJalote<jalote@iiitd.ac.in> wrote:

PGC: We now have a good no of ORFs and also an increasing population of PhD students. We need to evolve guidelines for expanding the

ORF, particularly in the light of announcement given below. Here is what I suggest.

. Every year, our upper limit can be initially 10, then 15, then 20

. Application process will be whatever is established - we can perhaps fix two dates for it, and remind faculty and PhD students around those

dates

. Requirements for ORF will be what we have - the work done during ORF must be part of PhD thesis + ...

To prioritize, here is a suggestion:

. Highest priority to those PhD students who are receiving their full PhD stipend through fellowship that is coming to the Institute and which was

earned through their &/or advisers and which is for at least 4 years. Eg. TCS fellowship

. Next priority can be to those students who advisers are sending using their ORF tokens they earn by supporting PhD students' full stipend

through their projects for 4 years

. Others whose PhD fellowship is coming from grants received on their own (e.g. DBT, NET,...) or through Institute grant (e.g. Vishvesvarya)

. Other PhD students who are supported by Institute for most of their stay

Please evolve this and table to Senate in its next meeting, if possible.

PGC, DIRD: Procedures need to be evolved for keeping track of ORF tokens earned by faculty by support from their projects for PHD students.

For this, some collaboration with IRD will be needed e.g. IRD can, every year, send a list of ORF tokens earned by faculty, and the basis for

earning (i.e. which project and support for which student for which years,....). IRD can keep this record (to ensure that there is no duplication),

and PGC committee can create a form for request of use of this token by faculty - they can fill the form to consume the token......

Regards,

---------- Forwarded message ----------

From: PankajJalote<jalote@iiitd.ac.in>

Date: Thu, Mar 22, 2018 at 4:22 PM

Subject: 60 ORFs to be supported through a grant from SarojiniDamodaran Foundation

To: Faculty Announcements <faculty-notices@iiitd.ac.in>, PhD IIITD <phd@iiitd.ac.in>

Cc: Admin PHD <admin-phd@iiitd.ac.in>, PallaviKaushik<pallavi@iiitd.ac.in>, DOAA IIITD <doaa@iiitd.ac.in>, PGC Chair <pgcchair@

iiitd.ac.in>

Dear Colleagues, PhD students:

I am happy to inform that SD Shibulal's Foundation will be providing us support to create 60 SarojiniDamodaran Overseas Research Fellowships

for PhD students. They will provide funds over next three years, and Institute will match them. Board has approved this (pending finalization of

mts). Further operational details will be worked out.

This will really help our PhD program tremendously.

I think we should leverage it in the ongoing recruitment for PhD students.

We will do press release, news story, etc (will need some approvals). But if the PhD admission committee wants to use it, they can just use "IIITD

to support 60 ORFs in coming three to five years....". I request PGC, PhD admin committee to discuss and do the needful.

There is another support coming from Mohan Pai for conference travel - stay tuned for that.

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PankajJalote

Director and Professor

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([Blog on Higher Education in India](#))

PhD Admin:

I think we should now make this a part of our regular academic admin system. Here is what I suggest:

1. Let us evolve a 3-page nomination form for this - one for each of the 3 items. We can take inputs from QUT for it. Please do it in the next day or so, so we can use it for this round also.

2. Let us ask for nominations in April each year for July - target should be students who are finishing 2 semesters here (but not those who are about to finish). So, all students who are in 2nd sem onwards till about 6th sem, can be considered. We should send a reminder to faculty for nominations, as well as to PhD students to work with their adviser if they are interested.

3. Let us add steps for this in the PhD admin/Acad calendar, so it it done every year.

Let us have a defined contact faculty for this program from the PGC, who will work with colleague in QUT for administering it every year. I request PGC to identify who this will be for next year. Then we can put the two contact points together, who can then facilitate it along with PhD admin here.

For this year, let us do it soon so we can have some nominations - I will send to our PhD students also.

Sheetu / KPS: Pls have summary of what we plan to do to be reported in the Senate also.

Regards,

Pankaj

---------- Forwarded message ----------
From: **Pankaj Jalote** <jalote@iiitd.ac.in>
Date: Tue, Jul 3, 2018 at 12:27 PM
Subject: Students for the PhD program with QUT
To: Faculty Announcements <faculty-notices@iiitd.ac.in>
Cc: PGC Chair <pgc-chair@iiitd.ac.in>, Admin PHD <admin-phd@iiitd.ac.in>, Sheel Nuna
<sheel.nuna@qut.edu.au>, Samaresh Chatterji <samaresh@iiitd.ac.in>

Dear Colleagues:

As you know, we have a collaborative PhD program with QUT. Any PhD student at IIIT-Delhi, who has done much of his/her course work can be nominated for this. (The student should have at least 1.5 yrs left to finish.)

I met with QUT's Sheel today to further facilitate this. To make it easier, we suggest:

1. If you are interested in sending a student for this program (who is also interested), please prepare a short nomination for the student which gives: (1) One page summary of students's background, (2) a brief bio of the adviser with a link to the home page, and (3) a one page summary of the proposed thesis problem or problem area. If you know some faculty in QUT who work in that problem/area, please list them also.

2. Please submit this nomination to PhD Admin. PGC will compile and send them to QUT contact person. Our contact person, Dr. Sheel, will facilitate in finding a co-supervisor for the student based on the nomination.

Deadline for nomination for this year is July 15. I have been indicated that QUT will agree to taking more than 2 students also this year, as they have support for it.

This is a wonderful opportunity for our PhD students and all of us. Please make use of it.

Regards,

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Pankaj Jalote
Director and Professor