

**Agenda for the 31st meeting of the Academic Affairs Committee (AAC) to be held on 29th September 2023 at 2.30 PM in the Senate Room.**

1.	To confirm the minutes of the <a href="#">30th AAC meeting</a> held on 26th August 2023.
2.	<p><b>Reporting Items:</b></p> <ol style="list-style-type: none"><li><b>Specific Regulations for the Post Graduate Diploma Program in Data Science in Health and Climate Change for Social Impact in Collaboration with Data.Org, JPAL-South Asia &amp; Artpark</b> <a href="#">The updated regulations</a> were shared with AAC members on email and since no comments were received, hence it is considered as approved.</li><li><b>Changes proposed in existing course: <a href="#">CSE319/CSE519- Modern Algorithm Design</a></b> The course description was shared with AAC members over email and since no comments were received it is considered to be approved.</li><li><b><a href="#">Proposal by the Placement Committee</a></b>  The proposal was shared online with HOD's and AAC members and based on the feedback received from departments and AAC members, <b>the proposal from the placement policy is NOT approved.</b>  However, it was decided to allow the placement team to conduct online activities on weekdays after 6.30 pm till Oct. 7, 2023, except the mid-semester exam week of the Monsoon 2023 semester. The Placement Team will present the statistics on Oct. 9 for further reconsideration of the placement policy.</li><li><b><a href="#">CSE637 - Graduate Computer Networks</a> course to be offered by Dr. Mukulika Maity in Winter 2024 semester</b></li><li><b><a href="#">ECE564A-Machine Learning in Wireless Communication and Networks</a> course to be offered by Dr. Shamik Sarkar</b></li><li><b><a href="#">DES532A: 3D Creation for Extended Reality (XR)</a> course to be offered by Dr. Kalpana Shankhwar</b></li><li><b>Change in <a href="#">Academic Calendar of Monsoon 2023</a> - Time table adjustment for two days : Convocation Rehearsal and Convocation Ceremony</b></li><li><b>To report the case of a B.Tech. Student, 2018370 - Vaibhav Yadav who was on Judicial Custody</b><ul style="list-style-type: none"><li>Parents of the student were informed after the discussion in AAC. They have submitted the same to the Honourable Court and requested to allow their ward to take the exam.</li><li>The Honorable Court directly re-verified that email from us, and asked us about the exam dates.</li></ul></li></ol>

	<ul style="list-style-type: none"> <li>○ After consulting the instructor, exam dates from 7th - 10th August 2023 were given.</li> <li>○ The student has attended the exam during these dates and after evaluation, the instructors submitted the grade change form.</li> <li>○ The student has passed all exams and is now eligible to graduate.</li> </ul>
<p><b>3.</b></p>	<p><b>AAC is requested to review the Remuneration of Guest Faculty at IIITD.</b></p> <p><i>The existing rates were decided in 2014-2015. After that, no change in the rates has been made. <a href="#">Here</a> is the comparison with other Universities like <a href="#">IIT Delhi</a>, <a href="#">IIM Jammu</a> etc.</i></p> <p><b>The committee may suggest revising the existing honorarium rates.</b></p>
<p><b>4.</b></p>	<p><b>To seek clarifications on the below PG Regulations (refer to clause 8 (1) a (i-vii) on page 10 of the Regulations)</b></p> <p><i>The following points were approved in 57th Senate (Ref.57.6.2) and subsequently updated in Clause 8 (1) a (i-vii) on page 10 of the PG Regulations provide as under:</i></p> <p><i>i. If a PhD student does not register on ERP, (s) he will be marked “Absent Without Leave”, and his/her fellowship and other facilities will be stopped immediately.</i></p> <p><i>ii. The Annual Review shall be made mandatory for all Ph.D. students, even after 5th year of Ph.D. and no exceptions will be granted for annual reviews and as long as any Ph.D. student remains registered in the Ph.D. program, they will have to appear and clear the annual reviews regularly.</i></p> <p><i>iii. After the 5th year of Ph.D., the default fee waiver will be stopped. The student must pay a fee equivalent to the fee applicable to sponsored students, failing which his registration shall stand terminated. The Advisor(s) may request for a waiver of fee in genuine cases [subject to satisfactory performance in yearly review.]</i></p> <p><i>iv. After completing 7 years in the Ph.D. program, all Ph.D. students will be required to pay a fee equivalent to the fee applicable to sponsored students mandatorily. The fee waiver request will not be accepted in any case.</i></p> <p><i>v. Ph.D. students can be allowed to register courses and complete the program within a maximum of 10 years.</i></p> <p><i>vi. The maximum duration of the Ph.D. program will be 10 years from the date of joining. If a Ph.D. student does not submit his/her thesis within 10 years from the date of joining, his/her registration will be terminated and a termination letter will be issued to the student with a copy to the Head of the Department and to the Advisor(s)</i></p> <p><i>The following clarifications are sought from AAC to implement the above regulation;</i></p> <p><i>a. Whether students who have already submitted their thesis are required to register THE799 (a zero credit course) on ERP?</i></p>

b. The duration of Ph.D. refers to the period from date of joining in Ph.D Program till submission of thesis and includes Semester leave, Maternity/Paternity leave or any other kind of leave. Also paid/unpaid internship period or ORF is included in this duration.

c. This rule applies to all the enrolled Ph.D. students with immediate effect (This is what is implied as there is no batch nor implementation date mentioned in the recorded senate minutes, also this decision came out to rule out the students who have been enrolled for many years and are not registering on ERP or not coming to campus)

*The above matter is put up to AAC for consideration and appropriate decision/recommendation.*

5.

**Time Table Constraints due to limited classrooms, TA availability, and increasing number of core courses**

With the increased student strength and the number of core courses across programs, there is a need for additional slots in the academic timetable for 4xx and higher courses. These slots will also help to minimize overlap between core/mandatory and elective courses. The proposal is to decide on one of the following options.

1) Add a 6 - 7.30 pm or 8-9.30 am slot in 4xx or higher courses (Preferred option with 8 - 9.30 am slot suggested by student senate)

2) Add two slots in Friday's second half (currently used in a few cases), but the challenges are overlap with FM/Seminar slots, student club, placement activities, etc.

Option 1 was agreed upon in institute FM.

*The above matter is put up to AAC for consideration and appropriate decision/recommendation.*

6.

**Online Classes**

As per the existing guidelines, all 39 lectures should be conducted offline on campus. For any alternative arrangements, faculty can request while applying for the leave. In most of the cases, online lectures are not allowed. However, requests for online lectures from industry experts and field visits are considered. When faculty travels just before mid-sem and end-sem exams, rescheduling must be planned carefully. Also, in emergency cases where the duration of faculty availability may not known in advance, an online option helps to address immediate concerns.

The proposal is to give an option for online classes when faculty applies for leave. ~~The number of online classes should be two (Total 3 hours) per course. For a longer duration, approval from DoAA and DoFA will be required.~~

*The above matter is put up to AAC for consideration and appropriate decision/recommendation.*

7.	<p><b>To discuss the transcript-related issues.</b>  <b>The same was discussed with DoAA &amp; Dr. Debajyoti Bera. <a href="#">Here</a> are the recommendations for the consideration of the AAC.</b></p>
8.	<p><b>Teaching Excellence Award Policy</b></p> <p>Below are the two conditions with which the Teaching Excellence Award was given in previous years.</p> <p>A) All Courses with &gt;30 students who filled the feedback and average score of Q2, Q3, and Q4 &gt;4</p> <p>B) Courses with &gt;100 students in all and with an average score of &gt; 3.75 and average score in TLR Question &gt;3</p> <p><b>Challenges:</b></p> <ul style="list-style-type: none"> <li>● The policy is bit old and needs to be revamped. One exercise was done last year, and DoFA suggested having a policy that is sustainable and easier to implement (avoid external members)</li> <li>● The current policy is not designed for large number of faculty (34 awards in 2023).</li> <li>● Slight increase in average feedback over the years</li> <li>● Decrease in the number of feedbacks</li> <li>● How to encourage rigorous courses, innovations in teaching and learning practices, new evaluation methodologies, and strict measures against academic dishonesty</li> </ul> <p><b>Suggestions to be considered:</b></p> <ul style="list-style-type: none"> <li>● Teaching excellence award to be given to the faculty instead of course</li> <li>● For courses with &gt;30 students who filled the feedback, the average feedback of Q2, Q3, and Q4 needs to be increased to 4.25 instead of 4.</li> <li>● For courses with &gt;150 students, the average feedback of Q2, Q3, and Q4 needs to be increased to 4 instead of 3.75.</li> <li>● Faculty is eligible for the award only if the above condition is satisfied for both courses. If only one course meets the criteria and the other course has less than 30 feedback, we may consider the faculty for the award if the average feedback of Q2, Q3, and Q4 should be greater than 4.25 with at least ten feedback. For faculty with &gt; 150 students, second-course feedback is optional if the average feedback of Q2, Q3, and Q4 is greater than 4.5 for large courses.</li> <li>● Faculty can nominate themselves or their colleagues for the award if they have explored innovative teaching and learning approaches, methods to discourage plagiarism, and tools to improve evaluation in their courses. For evaluation, faculty needs to submit a 1-pager document highlighting the innovations, Opine feedback, and any other relevant documents. The decision will be taken by the committee comprising DoAA, DoFA, and academic chairs (AAC/UG/PG).</li> </ul> <p><i>The above matter is put up to AAC for consideration and appropriate decision/recommendation.</i></p>
9.	<p><b><u>Dean's Award List</u></b></p>

The Dean of Academic Affairs Award is given to students with excellent academic performance in a year. These awards are given to those B.Tech. students with average SGPA of >9 in a year or whose average SGPA of two semesters is two more than the CGPA at the end of the previous academic year. For M.Tech. students, the average SGPA criteria for these awards is 9.5.

**Challenges:**

- A large number of students and, hence, CGPA criteria need to be revisited
- We need to appreciate students who are performing consistently good
- Recognize A+ grade students

**Proposal:**

- Average SGPA requirement should be increased to 9.5 from the existing 9 for BTech and 9.75 from 9.5 for MTech.
- Distinguished list for students with CGPA of >9.5 for two or more years.
- Distinguished list of students with A+ grades in 3 or more regular courses (excluding IP/IS/Projects/BTP) in the academic year
- At most, two members of the student senate based on exceptional contributions as senate member
- Students with academic dishonesty cases will not be eligible for the award.

*The above matter is put up to AAC for consideration and appropriate decision/recommendation.*

**10.**

**To discuss the matter regarding Dual TAs**

A Ph.D. student was assigned TAs in IP and was also helping a Pwd student in the same course. He argued that it should be counted as two TAs. The instructor has also confirmed this. *At present there is no existing policy for dual TAs. It may be noted that this was done based on a precedent for such a requirement which was done in the course of the Theory of Computing for Ph.D. Candidate Sagnik Chatterjee under the guidance of Prof. Debajyoti Bera.*

*It may be mentioned that Dr. Debajyoti Bera.vide email dated May 10, 2023 has given his feedback/input as under:*

*“Since there was a request to add this to AAC, I think these are exceptional scenarios which should be handled on a case-to-case basis. What probably was not apparent in the email from Admin is the fact that neither the TA nor the instructor had planned for dual TA-ship. A BTech TA who was assigned to assist a student with special needs suddenly left after a few days without any intimation. It was too late to find a replacement TA and thus, as an emergency measure, an existing TA of the course was asked to take up additional load and play the role of two TAs. Really exceptional scenario, IMO.”*

*The above matter is put up to AAC for consideration and appropriate decision/recommendation.*

<p>11.</p>	<p><b>To deliberate on 'Value Added courses' in NAAC Curriculum Enrichment Point</b></p> <p><i>As per NAAC, Value-Added courses are part of the curriculum designed to provide necessary skills to increase the employability quotient and equip the students with essential skills to succeed in life.</i></p> <p><i>NAAC Guidelines for conducting value added courses</i></p> <p><i>Classes for Value added courses will be conducted during the RESERVED Time Slot in a week or beyond the regular class hours. The value added courses may also be conducted during weekends / vacation period. A student will be permitted to register only one Value Added Course in a Semester.</i></p> <p><i>Value Added Courses Offered by few other NAAC A++ Universities:</i></p> <ul style="list-style-type: none"> <li>• <a href="#"><u>Jawaharlal Nehru University, Hyderabad</u></a></li> <li>• <a href="#"><u>Shivaji University, Kolhapur</u></a></li> </ul>
<p>12.</p>	<p><b>The Mathematics department is seeking a clarification that “since the B.Tech., M.Tech. and Ph.D. Coordinators for each program is listed on the Academic Administration website <a href="https://iiitd.ac.in/academics/academic-administration">https://iiitd.ac.in/academics/academic-administration</a>, we should have some clarity on the roles and responsibilities of these positions, and to what extent can a Department define their roles and responsibilities.”</b></p> <p>AAC is requested to deliberate on this matter.</p>
	<p>Any other items with the permission of the Chairperson.</p>

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**Additional Agenda Items:**

<p>1.</p>	<p><b>To report the list of students who have completed 6 years (12 semesters) and have registered for credits in Monsoon 2023 semester for extension to complete their graduation requirements:</b></p> <ul style="list-style-type: none"> <li>• <a href="#"><u>2016208</u></a> – Vivasan Krishna Gadepalli, ECE (completed 146 Credits)</li> <li>• <a href="#"><u>2017082</u></a> – Raghav Dev Kukreti, CSE (completed 152 credits)</li> <li>• <a href="#"><u>2017170</u></a> – Nikhil Kumar, ECE (Completed 140 credits)</li> <li>• <a href="#"><u>2017299</u></a> – Mayank Rohilla, CSD (Semester Leave) - Completed 140 Credits</li> </ul> <p><b>The AAC recommended initiating a discussion with their parents to call them on campus as the initial step.</b></p>
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**Action: Academics/Senate**

2.

**Recommendation of Coursework Relaxation for a PhD Student of Mathematics Department**

**This matter was discussed in 30th AAC Meeting, where the department was requested to discuss the proposal, the department has discussed it and below is the updated proposal**

A PhD student in the Department of Mathematics has done M.Sc. (Mathematics) + MTech. (Industrial Mathematics and Scientific Computing). Currently, in the PG regulations of the Mathematics department, there is no mention of the course work of the students who come with MTech. degree in a related field.

Based on the department's suggestion, as per clause 16.2(b) of the PG regulations, I would like to make the following request for the concerned student.

As there are no guidelines regarding students who have done M.Sc. (Mathematics/related fields) + MTech. (in related fields), the concerned student should be allowed to do 16 credits of coursework. He has done M.Sc. in Mathematics from IIT Delhi and MTech. in Industrial Mathematics and Scientific Computing from IIT Madras; based on the background, I request AAC to provide him the relaxation.

**The AAC approved the above proposal and recommended the same to the Senate for approval.**

**Action: Senate**

3.

**Request to Allow Submission of Ph.D. Thesis**

1. Sonia was admitted to the MTech 2011 batch and got the MTech degree from IIITD in July 2013. She converted the program to a Ph.D. in July 2013 [As per the regulations, a PG student can convert their program (M.Tech to Ph.D. and vice versa)]
2. If a student is converting from an M.Tech. to a Ph.D., then the student will be considered a Ph.D. student from the beginning and eligible to take the M.Tech degree. Sonia has done 36 credits of coursework and 96 credits of research work, and her CGPA is 8.33.
3. The comprehensive exam was conducted on 19th Aug 2015.
4. She continued till semester 9, i.e. Monsoon 2017.
5. She did not register for the 10th semester and again continued in Semester 11, i.e. Monsoon 2018.
6. She applied for a semester leave from December 2018 to December 2019 on medical grounds.
7. After December 2019, she took special approval and extended her leave till Monsoon 2020.
8. She registered credits in Monsoon 2022 also.
8. Her yearly review was due in Dec 2020 but was not conducted. The Academics received no response after that. The yearly review is still pending.
9. The last mail was sent to her on Jan 20, 2023.

Recommendation by Dr. Syamantak

1. Sonia and her advisor (who is not in IIIT-Delhi any more) finds an advisor for Sonia at IIIT-Delhi.
2. Sonia appears for an annual review in front of the usual 3 member committee (which also needs to be formed) and the committee approves her submission

**The AAC gave their approval to the proposal and decided to proceed in accordance with the department's overview and plans.**

**Action: SSH dept/Senate**

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