

Agenda for the 32nd meeting of the Academic Affairs Committee (AAC) to be held on Friday 10th November at 2.30 PM in the Senate Room.

1.	To confirm the minutes of the 31st AAC meeting held on 29th September 2023.
2.	Reporting Items: <ol style="list-style-type: none">1. Dr. Ram Krishna Ghosh will offer a new course, ECE 210: Physics of Semiconductor Devices, in Winter 2024. The course description of the course is attached herewith.2. Dr. Debidas Kundu will offer a new course, ECE 331/ECE 531: Applied Fields & Waves, in the Winter of 2024. The course description is attached herewith for your reference.3. Dr. Sonal Keshwani will offer a new course, DES533: Interaction Design Perspectives Methods (IDPM). The course description is attached herewith for your reference.
3.	To discuss the provision of Online Classes <p>This matter was discussed in the 31st AAC meeting. The AAC deliberated and asked to seek the Department HOD's view from their department FM meeting and come to a conclusion.</p> <p>The matter was deliberated in the various department FM, and they positively accepted the below proposal.</p> <p>Provision: Live online lectures will be allowed when the faculty is on leave during the semester. This policy is not applicable for long leave.</p> <p>Limit: In the proposed policy, there is no limit on the number of lectures that can be conducted online.</p> <p><i>The above matter is put up to AAC for consideration and appropriate decision/recommendation.</i></p>
4.	To discuss the transcript-related issues. <p>A committee consisting of DoAA, Dr. Debajyoti Bera, Manager (Acad), and AM (Acad) discussed various issues related to transcripts. Here are the recommendations for the consideration of the AAC.</p>
5.	Teaching Excellence Award Policy <p>The teaching excellence award policy was discussed in 31st AAC however was not concluded. Following the discussion, the DOAA has prepared a policy document and shared it with AAC members, which is shared here.</p>

	<p><i>The above matter is put up to AAC for consideration and appropriate decision/recommendation.</i></p>
<p>6.</p>	<p><u>Dean's Award List</u></p> <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.</p> <p>Challenges:</p> <ul style="list-style-type: none"> ● 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 <p>Proposal:</p> <ul style="list-style-type: none"> ● The 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. <p><i>The above matter is put up to AAC for consideration and appropriate decision/recommendation.</i></p>
<p>7.</p>	<p>To deliberate on 'Value Added courses' in NAAC Curriculum Enrichment Point</p> <p><i>As per NAAC, Value-Added courses are part of the curriculum designed to provide the 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> <p><u>Jawaharlal Nehru Technological University, Hyderabad</u> <u>Shivaji University, Kolhapur</u></p>
<p>8.</p>	<p>A systematic way to issue a "Skills Verification Letter" for US Green Card</p> <p>Praneet Sharma, an alumnus of IIT Delhi (2010 batch) currently residing in the USA,</p>

is in the process of obtaining a Green Card (Permanent Residency). As part of the Labor Certification step, he requires a verification letter to attest to the skills acquired during his BTech courses at IIIT Delhi.

Dr. Pushendra suggested we have a systematic way to issue such verifications.

Challenges:

1. Faculty may moved from IIITD
2. There is no standard format
3. The faculty may not have the old student records or the record of all courses.

Proposal:

As we now have departments, so HoD may sign this kind of certificate. The academic office may share the transcript with the department and course description is already available in techtree. In case there is a core course which is updated or removed from the offering, the academic office will create a repository for such courses. (The elective course description update will be challenging to track.)

AAC is requested to deliberate on this matter.

9. Clarification on Core / Core elective courses offered in III Year (UG Programs)

Challenges:

1. There are few core or core elective or special elective courses which are offered in/after 5th semester. However, it is not clear from the regulation whether these courses will be counted towards 32 credits of CS+X courses which is to be done in their last four semester.
2. This issue is majorly with B.Tech.(CSAM) and B.Tech.(CSB) programs.
3. This was also discussed with the department where the Math department is in favour of counting this however, the CB department suggested not to count this in 32 credit requirements.

Proposal:

From the beginning, these courses are counted towards 32 credits to date as they hold the course code of that department.

Looking at other B.Tech. regulations, the students of all other programs are getting more flexibility to choose different kinds of courses, as they do not have any boundation with respect to regulation to complete a specific core/elective courses in their 3rd or 4th year. If these courses will not count towards 32 credits students have to do some more courses from CSE+X, which will restrict their flexibility to take other courses/BTP/IP/IS/UR/Online courses/TAship.

10. Policy for delayed grade, make-up exam, and grade change timelines (Current rule position is mentioned [here](#).)

11. TA Allocation Policy and TAs for smaller courses (Lower limit)

In the existing policy, at least 1 TA is assigned irrespective of class size. Can we allocate TAs only when the number of students is 20 or less?

As per the existing policy, the minimum CGPA criteria is 8 for TA allocation. The proposal is to allow students with a CGPA of 7 (overall CGPA OR CGPA of a course in which the TAship is requested) to do TAship as long as the department recommends it.

In addition, students with academic dishonesty cases should not be allowed to do TAship.

Any other items with the permission of the Chairperson.
