

**Minutes of the 38th meeting of the PGC to be held on 27th June 2019, 11.30 AM, Meeting Room, 6<sup>th</sup> Floor, New Academic Building**

PGC has been briefed about the decisions/ recommendation made by the BoG and the Senate :

- **Increase in the stipend of Ph.D. students (approved in 45<sup>th</sup> BoG Meeting)**  
PGC has noted the position.
  - **To consider Dual Degree rules for B.Tech. (CS+X) (Item 42.5.2.2. from Senate)**  
PGC has noted the position.  
**Action :** In view of the Senate recommendation, PGC has suggested to forward the matter to Departments (CS + X) to frame the proposal for the same, which will be further discussed in the PGC and a recommendation will be placed in Senate.
  - **To consider the recommendation of the PGC regarding the new Exit Form for getting the inputs from Ph.D. students withdrawing from the Institute. (Item 42.5.3.1 from Senate)**  
PGC has noted the position.  
**Action :** To ensure that PhD students making registration in every semester mandatory, including the option of zero-credit registration.
  - **To consider the recommendation of the PGC regarding awarding of letter grade for yearly review evaluation of Ph.D. students. (Item 42.5.3.2)**  
PGC has noted the position.
  - **To consider the recommendation of the PGC for the grant of waiver from RM course requirement to PhD students who have completed M.Tech. degree from IIIT-D and later joined the PhD program. (Item 42.5.3.3 from Senate)**  
PGC has noted the position.
  - **To consider the recommendation of the PGC regarding the maximum duration for which Ph.D. stipend should be paid (Item 42.5.3.4 from Senate)**  
PGC has noted the position.
  - **To consider recommendation of the PGC regarding updation of existing PG regulation with regard to migration from M.Tech. to Ph.D. (Item 42.5.4.3 from Senate)**  
PGC has noted the position.
  - **To consider recommendation of the PGC regarding the MoU with Korea University for Joint PhD program. (Item 42.5.4.4 from Senate)**  
PGC has noted the position.
1. **Confirmation of the minutes of the 37<sup>th</sup> meeting of the PGC held on 7<sup>th</sup> May, 2019.**  
While confirming minutes of 37<sup>th</sup> PGC meeting, PGC has noted correction in the minutes for below items.

**For Item 1 (To discuss the Timeline for M.Tech. student to move to a specialization from without specialization option.) minutes are updated as under:**

Chair PGC apprised the members of the existing provision in the M.Tech. Regulation for moving to a specialization from without specialization option and the recommendations of CSE and ECE Department in this regard. After detailed deliberations the PGC agreed in principle for transfer from one specialization to another specialization in the CSE Department based on CGPA and after the first semester only, subject to a maximum limit of 50% students to be allowed to take a transfer from one specialization. However, there will be no limit on transfer to M.Tech. (CSE) without specialization. In order to maintain uniformity, the PGC desired to write to ECE Department informing them of the above suggestion and seek the views of ECE department on the same.

**For Item 2 of 37<sup>th</sup> PGC Meeting (To discuss whether the mandatory requirement for M.Tech. program to complete OOPD and RM should be applicable to Dual Degree and Migrated PhD students (taking M.Tech. on the way) was updated as under:**

Chair PGC apprised the members of the mandatory requirement for M.Tech. students to complete OOPD and RM courses and the recommendations received from the CSE, ECE and CB Departments running the M.Tech. Courses. After detailed deliberations the PGC agreed to the recommendations of the respective Departments as follow:

**CSE** - The department is alright as long as OOPD/AP and RM are taken by the student at IIIT D only either during BTech/MTech/PhD.

**ECE** - Agreed that RM should be a mandatory requirement for M.Tech. program whereas OOPD can be waived off.

**CB** - A student must complete all M.Tech degree Graduation requirements.

#### **New Items**

**2. To discuss the deadline date for giving Travel Assistance to students.**

*(Some students are getting a paper accepted during their studies, however, their conference date is after their graduation date. So, will the student eligible for travel assistance from the institute?)*

Chair PGC apprised the members of the present guidelines. After detailed discussion, PGC is in the view that since the student holds the IIIT-D studentship while the paper was accepted and also the research work holds IIIT-D affiliation; he/ she should be allowed usage of Institute Travel grant/ assistanceship. Further PGC desires to check with the Finance section whether there are any challenges in framing the procedural guidelines to facilitate the above.

PGC also noted that such support to allow usage of travel grant in above similar scenario, to the student post-graduation date is not allowed in other Institutes like IITs, NITs....

**3. To discuss appeal of 1<sup>st</sup> year MTech students (2018 batch), who have been issued termination letter due to continuous poor academic performance in 1<sup>st</sup> & 2nd semester.**

Chair PGC apprised the members of the existing regulation for the M.Tech. program, regarding termination of registration on account of low CGPA. After a brief discussion, and looking into the *significant* improvement of the performance of 6 students in their 2<sup>nd</sup> semester, the PGC recommended to convert the termination to academic warning and to allow them to continue their M.Tech. Studies. However, if they fail to maintain the minimum required CGPA/ SGPA in the coming semester, their registration shall be liable *for termination*.

**4. To discuss about ORF guidelines.**

*(As per present guidelines Chair PGC forms a sub-committee of three faculty members, who evaluate the application and gives its recommendation (Yes/ No). Present guidelines does not details about that what parameters the sub-committee should look into while approving or disapproving the ORF request. List of documents presented to sub-committee for ORF application evaluation are, CV, Advisor LoR, Letter of invitation, Research Statement)*  
**Deferred.**

**5. To discuss about Post Graduate Diploma in Science & Artificial Intelligence.**

Dr Debarka Sengupta has presented the proposal about Post Graduate Diploma in Science & Artificial Intelligence to PGC. After detailed discussion PGC has suggested the following:

- In eligibility section of the program document, it is mentioned that “the applicant must have done at least two Mathematics courses”. PGC suggested clarifying that what all mathematics courses will be considered under this.
- Proper Admission process needs to be laid down
- Admission timeline should be relooked in view of the institute regular admission process. PGC suggested having the admission process in December month.
- Written exam can be waived of for the candidates who are holding the experience in the relevant area.
- Candidates should be asked to furnish a proper NoC.
- A market survey should be done to get a sense of fee to be charged from the students for this program.
- Outreach and Lab facility – IBM has agreed to conduct the outreach process as well setting up of lab facility at IIIT-Delhi. PGC suggested that this may done well before the program commences

**6. To discuss the matter regarding continue disbursement of fellowship for PhD students (on project funding) who are going for internship (& receiving partial monetary support from the host for internship stay) and also the respective advisor has confirmed that the work the student is going to do during internship is towards the project through which he is funded.**

*(Present PG regulation : A PG student who is on financial assistance may be granted leave during the summer vacation period for undertaking internships, projects etc. This will be “leave without pay” and during this period, the student will not get the assistantship/scholarship. Decision on such leave requests will be made by the PG committee, which may not grant this leave if it views that granting of the leave can hinder the completion of the PG program of the student.)*

Chair PGC apprised the members of the existing regulation in the Ph.D. program, regarding allowing students to go on Summer Leave for internship with no fellowship support. *The PGC is of the view that the PhD student is entitled for the stipend for a fixed number of months.* After a brief discussion, the PGC recommended that for students who are on project/external funding, who go on internship with partial monetary support from the host organization, may be allowed to draw the fellowship during the internship duration provided the respective advisor confirms that the work the student is going to do during internship is towards the project. *However, in case the student overshoots the mandated PhD duration, the student will not be eligible for the stipend and the leave duration will be counted towards the Phd duration.*

**7. To discuss about whether we should have internal examiners for PhD Thesis evaluation.**

*(Present Thesis Evaluation Guidelines: Appointment of panel of examiners)*

*In terms of Regulation 15 (11) a panel of examiners comprising of the following may be selected by the PG Chair from the list provided by the Supervisor:*

- (i) Supervisor(s)
- (ii) A minimum of 3 non-supervisor examiners, at most one of which can be from within the Institute

*After the examiners have been selected, the PG Committee Chairman will send an invitation letter by email to get acceptance from the concerned examiners i.e. external & Internal examiners (from outside the Institute and from within the institute).*

**Deferred.**

**8. Discussion regarding use of offensive language used by students in course feedback.**

(It has been observed recently that a feedback has been given by a student to a faculty member in a very offensive language. I would like to know if we have a policy in place to handle this issue. If we have, what action can we take in such cases. In addition, I would also like to suggest that we should have an automatic check on the feedback that will prevent such comments from being entered.)

*This item was discussed in UGC Meeting, below are the meeting minutes:*

It was suggested that we should inform students in advance that though feedback is completely anonymous with the right to give critical feedback about the course content or pedagogy, use of offensive or abusive language is unacceptable and student(s) held up for same should be penalised.

The UGC proposed the following mechanism as deterrence to offensive/abusive feedback

- a. An ID trail will be maintained for each feedback form, only to be revealed in extreme circumstances (e.g. use of offensive/abusive language) with the permission of a designated committee.
- b. Feedback is kept anonymous unless there is use of offensive/abusive language.
- c. In case when offensive/abusive language appears the instructor will file a complaint to the designated committee.
- d. The committee will decide if the language is offensive/abusive on the complaint of instructor and subsequently, identity would be extracted and disciplinary action will be initiated against such a student.

**Deferred.**

**Deferred Items :**

- 9. What elective courses can be taken up by the M.Tech degree students? Should there be any courses including non-tech courses or shall there be some guidelines? (MTech Student's are allowed to take 300 & 400 level courses; 4 cr in case of thesis & 8 cr. in case of without thesis option. So, this is to clarify whether MTech students can take non-tech course as well within this.)**

**Deferred.**

- 10. To discuss M.Tech. thesis sponsorship by industry.**

**Deferred.**

- 11. Review of Refresher courses and two core courses.**

*Deferred.*

12. Whether PG students are allowed to repeat a course?

*Deferred.*

13. Any other item with permission of Chair PGC.