

**Agenda for 3<sup>rd</sup> meeting of the Academic Affairs Committee (AAC) to be held on August 18, 2020 at 3.00 pm through Google meet**

**General Items**

Item No.1 To confirm the minutes of the 2<sup>nd</sup> meeting of the AAC held on 12<sup>th</sup> Aug, 2020

**Deferred Items**

Item No.2 To consider the CSE Department's recommendation with regard to M.Tech. (CSE) program "It is advised that M.Tech. CSE students should do a minimum of six CSE courses in addition to completing the other requisite courses for degree requirements. He/She can only do two non-CSE courses."

Item No.3 Thesis Defense/Scholarly Paper Report Submission name: In a recent decision of the PGC and subsequent approval of the Senate, it was decided to grade Thesis/SP/CapP. During the semester, the current practice will be followed, where S/X will be awarded for multiple credit registration. When the student is expected to complete the minimum credit, in that semester, s/he will be registering for the defense or report submission.

Following are the proposed names: ·

M.Tech. Thesis Viva (16 Credits)

Scholarly Paper Report (4/8 Credits)

Capstone Project Report.

Item No.4 To consider the issue of thesis grade for Ph.D. students graduating with M.Tech. degree. In a recent PGC meeting, it was decided to award letter grades to M.Tech. students for Thesis and SP. As per regulations, our Ph.D. students are allowed to take M.Tech. on the way or can also leave the Ph.D. program and can go with an M.Tech. degree. However, since the thesis grade for Ph.D. students is still S/X, how will the final grade for students transferring from Ph.D. to M.Tech. or taking on the way M.Tech. will be decided?

Item No.5 To discuss the question of grade replacement for PG students who are under academic warning. Should warning be exclusive of grade replacement for both M.Tech. & Ph.D. students? When can a Ph.D. student apply for grade replacement?

**Item No.6 To review the points about the Ph.D. Thesis Evaluation Guidelines.**

Point No.	Heading	Current guidelines	Point to be discussed
Point 1 & 3	Synopsis Submission & Thesis Submission	Ph.D. thesis evaluation process is initiated by submission of a thesis Synopsis, followed by the full thesis within 30 days of Synopsis submission.	1. There are many instances where a student does not submit a thesis in 30 days, this timeline needs to be re-looked. Also, what would be action if student fails to submit thesis within defined timeline 2. In IITs, after 6 months of data of synopsis submission, if a student fails to submit the thesis, the synopsis automatically stands null and void. No follow-up is due on part of Academic section
			If the student submits synopsis and fails to submit the thesis, again submits the synopsis and again fails to submit the thesis... how many times such instances are allowed. How are such cases regulated?
Point 4	Appointment of panel of examiners	The advisor is required to submit 6 to 8 names of proposed examiners	What if we don't get acceptance from all 6/8 members proposed by the faculty?
Point 5	Evaluation of Thesis	At present we request the examiner to send the thesis report through post as well.	The letter template which we send to the examiner has a mention that the examiner is supposed to send his report through post/ courier. Since many of our examiners are from outside India, this point may be re-looked. Many times we receive requests that the examiner is unable to send the report through post.
		Note that the list of examiners should normally not be disclosed till the thesis review is complete; after that it is public information. In reviews, the name of the reviewer should not be disclosed even in the PhD defense	We disclose the name of the examiners (once all reports are in) before thesis defense (this had approval of the Ex-Director). Hence this point needs to be revisited.
Point 7	Follow up and Reminders	PGC's office will follow up regularly with the examiners for the thesis review.	What if two of the examiners don't give his review. Till when we have to wait for this?
		Yes, 2 hard bound copies are presently submitted by the student in the library	Is it required for a student to submit a hard copy of the thesis after completion?

**Item No.7** To discuss the Ph.D. thesis reviewers list.

**Item No.8** Revisiting the guidelines regarding “Conflict of Interest” about Ph.D. thesis evaluation.

**Item No.9** *To discuss the following points related to BTPs:*

1. Follow up item from 37 th -A UGC Meeting, Agenda Item 8.: In case of BTP extension of one month, a poster presentation is mandatory. Can such students submit their BTP reports after the extra month or should they have to submit an interim report as per the BTP submission date mentioned in the calendar?

2. Procedure to be followed if the advisor of continued BTP wants to change the evaluators assigned earlier.

3. How many students can register for one BTP as a team?

4. Over the past few years, many faculty members have been assigned close to 5-10 BTPs for evaluation. It becomes increasingly hard to evaluate so many BTPs. As a consequence, faculty ultimately rely on the BTP advisor to award the grade. Should we take an Easy Chair approach where faculty can bid for BTPs to be evaluated and if possible, it can be restricted to 2-3 BTPs or so?

5. Should there be a CGPA cut-off for BTP given the fact that at least 7 CGPA is mandatory to register for an IP?

6. What should be the latest semester for starting a BTP?

7. Should we restrict BTP advising to only a few visiting/guest faculty members (e.g. the ones who are experts in their core disciplines and come from sister institutes like IITs)?

8. At present, below is the criterion followed to committee for deciding BTP awards. Once there was a concern raised by the Senate regarding this criterion and hence this needs discussion.

All BTPs in the following three categories be forwarded to the Committee for consideration:

a. All A+ Grades

b. All A grades

c. All Popular Votes

**Item No.10** Guidelines for B.Tech. Internships.

### **New Items**

**Item No. 11** To add following courses to the Regular AI elective bucket for the M. Tech. CSAI program.

1. Bayesian Machine Learning (BML) offered by Ranjitha Prasad in upcoming M2020

2. Program Verification (PV) offered by Rahul Purandare in the upcoming M2020.

3. Decision Procedures (DP) offered by Rahul Purandare in the last W2020.

The course descriptions are attached.

**Item No. 12** The Senate in its 42nd meeting discussed the matter related to attendance of B.Tech students and suggested to take it up for discussion in FM.

42.5.1.2 To consider the recommendation of the UGC for modification of Attendance Policy Dr. Anubha Gupta, ADOAA apprised the members of the existing Attendance Policy approved in 29th Senate held on 21st April, 2015 and the new Attendance Policy now recommended by the UGC in its 23rd meeting held on 13th February, 2019. She informed that the number of students not attending the courses is gradually increasing. The number of letters to students having less attendance are also increasing. During the course of deliberations, she also answered the queries made by the members. The Senate members suggested to find out correlation between student attendance and grades and find out the attendance data during the start of the semester and towards the end. The Senate also suggested that it should be upto the instructor to take the attendance or not. After detailed deliberations the Senate desired to refer the matter to FM to relook into the recommendation of the UGC for imposition of penalty of reduction of one letter grade upon securing less than 75% attendance in all core and elective courses.

**Item No. 13** To discuss how many 300 level courses a PhD student can take.

**Item No. 14** To discuss regarding having a common code for below course (in ERP)

Program	Credits	Present nomenclature	Proposed
PhD	Research Credits	CSE799/ ECE799/ MTH799 .....	To have a common nomenclature
	IP/ IS (4 credits)	CSE790/ ECE790/ MTH790	To have a common nomenclature
	IP/ IS (2 credits)	CSE790A/ ECE790A/ MTH790A	To have a common nomenclature
MTech	Research Credits	CSE699/ECE699/ MTH699	To have a common nomenclature
	IP/ IS (4 credits)	CSE690/ ECE690/ MTH690	To have a common nomenclature
	IP/ IS (2 credits)	CSE690A/ ECE690A/ MTH690A	To have a common nomenclature
BTech	BTP		To have a common nomenclature
	IP/IS/UR		To have a common nomenclature

**Item No. 15** To discuss Honors in M.Tech. program (below are the proposed requirements which are mostly in line with our BTech program). M.Tech. students can graduate with Honors degree, requirements for which may be as follows:

- 1) The students must earn an additional 8 discipline credits
- 2) The student must have done 16 credits of Thesis
- 3) At graduation time students must have 8 CGPA (As per the records of last 4-5 years, around 50% students graduate with >8 CGPA)
- 4) The student must not have any F grade (This is not there in the UG program. Since in M.Tech. students have to do less courses, this might be added. Just a suggestion)

**Item No. 16** Convocation Awards - Arising out of discussions, some members suggested that more awards should be given to encourage and motivate the students. Both UGC and PGC

may examine the suggestion and make appropriate recommendations for further consideration of the Senate. (Item from 44th Senate Meeting)

**Item No. 17** To discuss Ph.D. programs other than regular and sponsored programs. (from the 45th PGC meeting).

[Item was forwarded to Departments on 11th Nov 2019 for their recommendations]

Chair PGC apprised the members of the draft proposal for adding categories under existing Sponsored PhD program. Since for working professionals, it is difficult to stay on campus to complete coursework requirement, Category B is proposed. Further, a Category C is proposed for self-funded candidates who are not under the payroll of an institute/enterprise and may have their own consultancy.

After detailed discussion, PGC has recommended to forward the below proposal to all departments for their inputs.

Sponsored PhD Program			
	Category A	Category B (proposed)	Category C (proposed)
	Existing Sponsored PhD Program	For working professionals	For Self-funded
<b>Eligibility criteria</b>	Same as regular PhD Program	<ul style="list-style-type: none"> <li>Same as regular PhD Program</li> <li>Number of working years – to be discussed</li> </ul>	<ul style="list-style-type: none"> <li>Same as regular PhD Program</li> </ul>
<b>Fees</b>	Tuition Fees- Rs. 1 Lakh + campus maintenance	To be discussed	To be discussed
<b>Admission process</b>	<ul style="list-style-type: none"> <li>Same as regular PhD Program</li> <li>NoC from the employer is an essential requirement</li> </ul>	<ul style="list-style-type: none"> <li>Same as regular PhD Program</li> <li>NoC from the employer is an essential requirement</li> </ul>	<ul style="list-style-type: none"> <li>Same as regular PhD Program</li> <li>An undertaking from any authorized person</li> </ul>
<b>Coursework requirement</b>	<ul style="list-style-type: none"> <li>Same as regular PhD Program</li> <li>Physical presence is required for course work completion</li> </ul>	<ul style="list-style-type: none"> <li>Same as regular PhD Program</li> <li>For highly experienced people, the number of credits may be relaxed, say half or 3/4th of sponsored programs.</li> <li>Online courses can also be considered (with approval from advisor and PGC)</li> <li>Physical presence won't be required</li> </ul>	<ul style="list-style-type: none"> <li>Same as regular PhD Program</li> <li>Physical presence is required for course work completion</li> </ul>
<b>Review requirement (Yearly / Mid-year review)</b>	<ul style="list-style-type: none"> <li>Same as regular PhD Program</li> </ul>	<ul style="list-style-type: none"> <li>Same as regular PhD Program</li> </ul>	<ul style="list-style-type: none"> <li>Same as regular PhD Program</li> </ul>

<b>Conversion to other program (regular PhD/Mtech on the way)</b>	To be discussed	To be discussed	To be discussed
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**CB Dept recommendation:** CB Department is aligned with the proposed format.

**ECE Dept recommendation:** Sponsored PhD without mandatory in class course requirement. We broadly agreed but the exact implementation details need to be thought through. Evaluation should be at IIITD and qualification should not be relaxed at any point.

**CSE Dept recommendation:** It is suggested to add additional clauses with the existing rules, rather than making new categories. To enable addition of students who cannot come to campus for the one year duration continuously, online courses can be considered. However, the student should visit the Institute for small sessions like, for 30 days once in a year. Sponsored students must stay a few weeks per semester with their advisors. We should explore the new ideas for a year or two years instead of making new policies.

For Self-funded: If a student does not want to take a stipend, his TAsip can be waived off. Also, an undertaking is needed for a sponsored/working person to keep the employer informed about association with IIIT-Delhi. We also need to work on rules for transfer across different PhD schemes.

**Item No. 18** Any other item with permission of Chairperson-AAC.