<u>**Minutes of the 8th meeting of the Academic Affairs Committee (AAC) held on December 09, 2020 at 02:30 pm through Google meet**</u>

Following were present:

1. Dr. Anuradha Sharma - Chairperson
2. Prof. Pushpendra Singh - DoAA
3. Dr. M S Hashmi - Chair-PG Affairs
4. Dr. Sumit Darak - Chair-UG Affairs
5. Dr. Debajyoti Bera
6. Dr Rahul Purandare
7. Dr. Kiriti Kanjilal
8. Dr. Saket Anand
9. Dr. Sujay Deb
10. Dr. Ganesh Bagler
11. Dr. Sriram K
12. Mr. K P Singh   - Academic In-charge
13. Ms. Sheetu Ahuja   - Manager (Academics)
14. Ms. Priti Patel   - AM(Academics)
15. Mr. Ashutosh Brahma   - AM (Academics)
16. Mrs. Prachi Mukherjee   - JM(Academics)
17. Mr Abhinav Srivastava   – JM(Academics)
18. Mr. Yash Gupta   -Student Senate-Vice president

At the outset, Dr. Anuradha Sharma (Chairperson-AAC) welcomed all members to the AAC meeting. Thereafter, the agenda items were taken up for discussion and the following decisions/recommendations were made:

Item 1 To confirm the minutes of the 7th AAC meeting held on October 28, 2020.

        Since there were no comments, the minutes of the 7th meeting were confirmed as circulated.

A.   **The following items were discussed over email and concluded as below:**

         i.   **Seeking suggestions on the National Education Policy 2020 (NEP)**

           Chair AAC informed that the suggestions on NEP 2020, received from the AAC members were incorporated in the reply to be sent to Govt. of NCT of Delhi. However, there was one item which was incomplete. Ms. Sheetu Ahuja, Manager (Academics) informed that the item is related to HoD CB and she has sent regular reminders including telephonic call and requested the HoD, CB to expedite but the response is still awaited. Hence the

response to the letter received from Delhi Govt. is still pending. It was noted that the response to the other items are complete.

ii. **Item no. 7 from 6th AAC held on 14th Oct 2020 : To discuss the coursework requirement of a Ph.D. student who joined Ph.D. within 1-2 years of completing BTech/ M.Tech. degree from IIITD. In a recent case, an additional IS has been allowed to such students.**

Arising out of discussion AAC asked the academic section to share the details about Ms. Devika Sondhi case, i.e., what relaxation was given to her at the time of her admission?

In this regard, the AAC was informed via email dated 13th Nov 2020, that Devika's case was discussed in the 20th PGC meeting held on 23.01.2017. Below are the minutes of the meeting:

"Chair PGC apprised the members of the case of Ms. Devika Sondhi. Dr. Rahul Purandare, Advisor of the student informed that being an M.Tech. from IIITD under the Dual Degree program, she should get waiver of courses like other regular M.Tech. students of the Institute who join Ph.D. within a year. During the course of discussions, it was noted that under the Dual Degree, she was already given waiver from courses. After detailed deliberations, the PGC recommended that a Dual Degree student of the institute joining Ph.D. program within 1 or 1 and half year may be asked to register at least 8 credits of coursework including IS/IP."

After a discussion (over email), the AAC recommended the following:

"**IIITD M.Techs (including dual-degree M.Techs) and B.Techs joining our Ph.D. program (irrespective of when they join) can be allowed additional IS with strong recommendation of Supervisor(s).**

This will enable AAC/DOAA to make decisions without going to the Senate."

The AAC discussed the matter and agreed to the above recommendation that IIITD M.Techs (including dual-degree M.Techs) and B.Techs joining our Ph.D. program (irrespective of when they join) may be allowed to do one additional IS with strong recommendation of Supervisor(s). On the suggestion of Chair PGC, the AAC recommended that the student whoever is joining the Ph.D. program should be strongly recommended to go through these rules so that they do not waste the time of AAC/DOAA/PGC/UGC or others.

iii. **To approve cross listing of below courses**
AAC approved the cross listing of the following two courses:

"Industrial Organization" (ECO 312) as 3XX/5XX– Dr Kiriti Kanjilal
Urban Space and Political Power (SSH362) as 3XX/5XX

iv. **To approve the following courses**

AAC approved the following five courses:

i. Updated course description of Affective Computing course and adding DES course number to the course in addition to a CSE number.
ii. DES506: Fundamentals of Video for Engineers(New)
iii. DES504: Narratives in Communication (Change in Name and Content)
iv. Variational Calculus and their Applications in Control Theory and Nanomechanics(Change in name and content)
v. CSE5xx-Networks and System Security II (New)

Item 2   **To consider a request from the Placement Office to keep the semester timelines as per previous years' Academic calendar.**

The AAC noted that the placement office has sent a request to keep the semester timelines as per the previous years' academic calendar. The AAC discussed the matter briefly and noted that the GM (Placement) was kept informed of the changes made in the Academic Calendar and the changes were made on her request to the Director, but now she is pleading that delay in Winter semester will adversely affect the joining of Internship as well as placement of the students and hence the semester timeline should be kept as per previous years' Academic Calendar. The AAC discussed the matter in detail and noted that since the winter semester is being started late because of Covid-19 pandemic situation and the timeline has been finalised after careful consideration, it is very difficult to make any change at this stage. Ms. Sheetu Ahuja was requested to inform the GM (Placement) that for 2021, it is not possible to change the calendar due to COVID situation. If GM (Placement) wants any change in the future calendar, the earliest could be of 2022, she may discuss the matter with the Director with the new dates which she wants and come back with the proposal.

Item 3   **To discuss some concerns with the below rules that lead to manual intervention from the Academic Office end for preparing the transcripts at the time of graduation**.

B.Tech.
1. As per the rule of counting of best credits, if a student does "N" credits over and above the 116 credits, then the grades of worst N credits up to 8 credits gets uncounted. So if a student has done 120 credits at the end of Sem 6 and has obtained the worst grade Z in the course C, then the grade for the course C will not be counted. After semester 7, the base credit is 136. Now, if a student has completed 136 credits at the end of Sem 7. In that case, there will be no replacement and the same course C with "Z" grade that was uncounted earlier will count now.

2. For some courses like IP/IS, BTP etc, if a student does credits over and above the prescribed credit limit which is 8 credits in case of IP/IS and 12 credits in case of BTP, we need to manually uncheck the courses where it is going above the limit. Also, incomplete BTP doesn't count towards CGPA. The manual intervention is definitely subject to error. Here since the regulation doesn't permit counting of credits above a particular limit

towards graduation requirement, can we restrict the registration beyond a particular limit?

3. When a student repeats a course, the system uncount the earlier one, which is affecting the earlier CGPAs. Like if a student did DSA in Sem 2 and got a "D" grade and did the same course again in Sem 7 and got an "A" grade. His CGPA of Sem 2 gets changed after completing Sem 7. If grades in both semesters are the same, still the system uncounts earlier one.

The old CGPA should never change. The effect of the better grade should reflect in the latest semester, i.e., Sem 7.

M.Tech.:
4. Students are allowed to replace upto 2 courses over and above 48 credits. This is currently allowed based on a rule that bucket courses can be replaced with a bucket course, IP/IS with a IP/IS, etc. These specific rules of replacement of a particular course with another course of the same bucket make us do it manually, which might result in errors. Can we not allow upto 8 credit replacements of any course with any other course over and above 48 credits that ERP can handle similar to UG?

5. Date of issue of Transcript (At IIT Delhi. The date of issue of the transcript is the date of printing of the transcript. For example, if the transcript pertaining to the year 2010 is issued today or tomorrow, it will have a date when the transcript is printed).

The Manager (Academics) briefed the AAC of the concerns in detail that lead to manual intervention from the Academic Office end in implementing the above rules for preparing the transcripts at the time of graduation. During the course of discussions, the AAC noted the nature of concerns expressed during the meeting and felt that the matter needs to be further deliberated in detail before coming to conclusion.
The AAC therefore, desired that all the concerns may be first discussed in detail among Mr. Ashutosh Brahma, Ms. Sheetu Ahuja, Dr. Debajyoti and the DOAA, and then come up with concrete suggestions for further deliberation of the AAC.

Item 4   **To consider removing F grade criteria from current M.Tech. internship policy.** (Reference Dr Debajyoti email dated 7th Nov 2020).

As per the current M.Tech. internship policy, below is the eligibility criteria for applying for M.Tech. internship:

1. The student has completed 32 credits towards graduation (by doing 12 graduation credits each in first two semesters and registered for 8 graduation credits during summer semester after the Ist year) besides successfully completing the OOPD, RM and Refresher Courses, without

taking any academic overload (above 20 credits) in any of the first two regular semesters.

2. Students who were admitted to the program based on GATE based fellowship must have received 2 S grades (Satisfactory) in TA duties during the first two regular (long) semesters.

As per the above criteria, since students are not allowed to take any overload above 20 credits, if a student fails in one course because of any reason, he becomes ineligible to sit for internships and Placement cell has openly informed the students that if there is no internship, then there is no full time offer.

AAC discussed the above eligibility criteria and noted the limitations of taking overload. During the course of discussions, Dr. Debajyoti explained the background of the proposal to remove 'F' grade and informed that if the students got one F-grade and if they do not complete the mandatory 32 credit requirement, they will not be allowed to join the internship. During the course of discussions, it was noted that UG students having CGPA of at least 8 are allowed to take overload of 4 credits and therefore, it would be appropriate to give similar treatment to M.Tech. students and allow them the overload of 4 credits in both 2nd and 3rd semesters provided they have the CGPA of at least 8. After detailed deliberations, the AAC decided to allow one F grade to sit for internship interviews. However, to join the internship, students would be required to register and earn 32 credits and meet the graduation requirements. The Manager (Academics) was requested to discuss the final criteria with the DOAA, who will decide whether it needs to be taken to the Senate for consideration and approval.

Item 5   **To discuss the following points about Plagiarism policy**

i. https://www.iiitd.ac.in/sites/default/files/docs/education/2017/Plagiarism%20Policy%20-%20Updated.pdf

The current plagiarism policy has rules stated for those who copy from others; however, the policy is not clear about the rules to be imposed on the student who is showing his work or whose work has been copied.

ii. The two tables in the policy are not clear in implementation.
For example, Table 1 holds for plagiarism in assignment and Table 2 holds for plagiarism in Quiz/end-sem. However, it is not clear if the plagiarism is in assignment followed by a quiz, or vice-versa.

The Manager (Academics) briefed the current plagiarism policy and the instances of some misconducts, which need clarifications. The AAC discussed the matter in detail and decided to make the policy wordings clear to make the students understand. . In the case where a student is showing his/her work or whose work has been copied, both the students are responsible and hence both of them shall be penalized. The AAC recommended that any 3rd instance of

plagiarism will lead to suspension and any 4th instance of plagiarism will lead to termination. The changes may be made in the tables suitably. The Manager (Academics) was requested to share with the AAC members via email the final points that emerged after the discussions.

Item 6   **To discuss below points related to Ph.D. regular admission process.**

Chair AAC presented the following proposal with regard to regular Ph.D. admission process:

1. For a student who is selected on project funding + Institute funding - the offer of admission to be issued to the student will state that the student has to choose from one of the following two 2 options:

i.To be on specific project funding under X faculty. In this case, X faculty will be the student advisor from Day 1 of his/ her Ph.D.

ii. To be on Institute funding, for which there may be more than one interested faculty members (names will be disclosed in the admission offer letter) and in this case, a student will have to finalize the advisor within a month of his/ her joining.

2. For a student who is selected on project funding - the offer of admission will state that the student has been selected under X faculty member against Y project position. If he/ she is keen to accept the offer, then he/ she may do so. In this case, X faculty will be the student advisor from Day 1 of his/ her Ph.D..

3. For a student who is selected on Institute funding - the offer will state that the student has been selected under institute funding. In this case, names of all the interested faculty members will be disclosed in the admission offer letter and the student will have to finalize the advisor within a month of his/ her joining.

- Ph.D. students coming through regular admissions will be required to join the Institute at least a month before the add/ drop week. This practice may be started from the next admission cycle.
- A Ph.D. student selected through regular admissions will be on Institute fellowship for the first month of his/ her Ph.D.
- A Ph.D. student will be required to finalize the name of the Ph.D. advisor within a month of his/ her joining the Ph.D. program and as early as possible. From the day of assignment of Ph.D. advisor, the fellowship source of the student will count against his/ her advisor.

During the course of discussions, both AAC Chair and DOAA clarified the queries made by the members. After detailed deliberations, the AAC agreed to the above proposal.

Item 7   **To discuss discontinuing Mid-Year Review of Ph.D. students.**

Chair AAC apprised the members of the existing practice of Mid-year Review Process according to which a student is asked to fill a Google form where the student provides information regarding progress made in the last 6 months (after the conduct of his/ her annual review). During the course of discussion, it was noted that the conduct of mid-year review is not helping students in any manner and also there is no outcome coming out of it. She also clarified the points raised by some of the members. After detailed deliberations, the AAC decided to discontinue the Google form for Mid-Year Review of Ph.D. students and to restrict to the Annual review only. Further, the DoAA was requested to take up this point in FM to know if there is need to collect institute wide data after 3rd year of a Ph.D. student to see value in it Thereafter if needed, it will be further discussed in the AAC.

Item 8   **To discuss the changes in the 3-day module.**

Mrs. Prachi Mukherjee, JM (Academic) presented the item and informed that a 3-day module is being conducted in December for B.Tech. CSSS & CSB students of 2nd semester. Till the last monsoon semester, it was conducted before the monsoon semester as decided by the Senate but in Monsoon Semester Dr. Kiriti informed that the performance of their module is being counted towards the Econometrics course of winter semester offered in December so it proposed to shift this module to December. The CB Department has also informed that a 3-day module for B.Tech.(CSB) will be offered in December only. So the dept. requested the recommendation of the AAC and approval of the Senate for shifting the 3-day module.

The AAC discussed the matter in detail and felt that this relates to the implementation part only and should be taken care of by the Department and the AAC. If there are any changes in the policy of the 3-day module, then it should be taken to the Senate for consideration and approval. The Manager (Academic) was requested to take the necessary approval for this change.

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