**Agenda for the 36th meeting of the Academic Affairs Committee (AAC) to be held on Monday, March 4th at 2:00 PM in the Senate Room**

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| | 1. | **To confirm the minutes of the [35th AAC meeting](#) held on 2nd February 2024.** |
| | 2. | **Reporting Items:**<br><br>The following new courses have been added for the winter and monsoon 2024 semester and have been shared with AAC members via email. Since no comments are received, these courses are considered to be approved.<br><br>● Dr. Piyus will offer a new **"1 Credit"** UG/PG course: **"CSE634A- Systems for AI,** in the current semester".  The course description is attached [herewith](#) for your reference.<br>● Dr. Diptapriyo will offer a new **"4 Credits"** UG/PG course: **"CSE619- Parameterized Algorithms,** in Monsoon 2024"**.** The course description is attached [herewith](#) for your reference. |
| | 3. | **M.Tech. Admission Proposed Changes for the AY 2024-25**<br><br>The second meeting of the M.Tech admission committee, led by the PGC chair, took place on February 16th, 2024. During the session, the committee discussed admission matters and recommended the following modifications for approval by the AAC:<br><br>1. Inclusion of GATE Data Science and  Artificial Intelligence Paper ([DA](#))  in CSE, CSE-Research ECE, and CB<br>2. [PGCAT Exam](#) on PAN India Level<br><br>*The above matter is put up to  AAC for consideration and appropriate decision/recommendation.* |
| | 4. | **Clarity on Chairman's Scholarship and Women Empowerment Scholarship in STEAM Education (WESSE) Schemes:**<br><br>A standing scholarship committee was formed to look into the issues related to all scholarship matters. The committee comprises DOAA, DOSA, Registrar, Cof, and Manager Academics. A meeting was conducted on 12th February 2024 where the Committee was informed about introducing the Chairman's Scholarship and Women Empowerment Scholarship in STEAM Education (WESSE). The committee noted that there is an ambiguity in the interpretation of the implementation of these scholarships. As empowered by the recent office order and it's terms of reference, the committee suggested the below clarification to these scholarships:<br><br>The students who will get this scholarship in the first year will be eligible to get these scholarships for the next 4 years as well, provided if he/she maintains the below-mentioned criteria; |

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| | <ul><li>Maintain a CGPA of 7.5</li><li>May have a maximum of 1 F grade (in two semesters)</li><li>They should not have a Plagiarism case.</li><li>If a student cannot complete the degree requirements in 4 years, he/she will not get this scholarship in the extended semesters.</li><li>During Semester leave, the Scholarship may not be applicable</li></ul>As the criteria involved CGPA, the committee proposed to get the concurrence of AAC to decide the CGPA criteria.<br><br>The committee also proposed to have similar guidelines for all other scholarships.<br><br>*The above matter is put up to AAC for consideration and appropriate decision/recommendation.* |
| **5.** | **Design Courses to be included in the ENT track**<br><br>As approved in the 60th Senate meeting, it deliberated on the inclusion of two design courses, **"Design for Artificial Intelligence driven Products (DES 529)"** and **"The Business of Artificial Intelligence (DES 530),"** in the Entrepreneurship (ENT) track. The AAC is requested to review the course outlines and justification provided by Prof. Pankaj Vajpayee. Additionally, Dr. Richa Gupta added that the course contents also have several topics related to innovation, product development lifecycle and business development, which aligns well with the overall domain of entrepreneurship and hence the minor.<br><br>*The above matter is put up to AAC for consideration and appropriate decision/recommendation.* |
| **6.** | **To Discuss the Transcript-Related Issues:**<br><br>A committee consisting of DoAA, Dr. Debajyoti Bera, the Manager (Academics), and AM (Academics) discussed various issues related to transcripts. Here are the recommendations for the consideration of the AAC. |
| **7.** | **TA Award**<br><br>During COVID, the TA award was discontinued. It is planned to re-initiate the TA award. The earlier policy is as follows:<br><ul><li>TAs who are nominated by the course instructor and,</li><li>TAs for whom the general feedback is good and something good has been mentioned by the students in the course feedback.</li></ul>**Below is the proposed proposal-**<br><ul><li>Ask the student to nominate at most three TAs for the best TA award.</li><li>The student may support their nomination with appropriate reasons for each nomination.</li><li>Faculty will recommend the TAs while awarding TA grades.</li></ul> |

| | | ● The faculty should support their nomination with appropriate reasons for each nomination. ● Per 50 students, only 1 TA award can be given in a course. ● For the TA award, at least 15 student nominations are required. ● Distinguished TA award for TAs selected in both courses in an academic year.<br><br>*The above matter is put up to AAC for consideration and appropriate decision/recommendation.* |
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| 8. | **Proposed Changes to Opine Feedback Form**<br><br>Dr. Gayatri Nair shared the proposed changes to the opine feedback form. Here is the proposal.<br><br>*The above matter is put up to AAC for consideration and appropriate decision/recommendation.* | |
| 9. | **Discussion on Graduation Date**<br><br>Since last academic year, the calendar has been updated, and now all our evaluations being completed with the earlier graduation date. The AAC is requested to suggest if we may go back to the previous graduation date;<br><br>● June 21 for the students who finish their requirements during the winter semester (e.g. 8th semester of B.Tech.) (Earlier May 21)<br><br>● September 21 for those who finish the requirements during the summer term (Earlier August 21)<br><br>● January 21 for those who finish the requirement during the Monsoon semester (Earlier December 21)<br><br>*The above matter is put up to AAC for consideration and appropriate decision/recommendation.* | |
| 10. | **Fee Waiver Application**<br><br>A sponsored/professional Ph.D. candidate, Ghulam Hussain, under the supervision of Dr. Deepak Prince, has requested for a fee waiver. The request has received approval from the Head of the Department, SSH. He has presented a comprehensive overview of his financial difficulties, highlighting significant family responsibilities and constrained resources. The AAC is kindly urged to examine Ghulam's situation, evaluate the accompanying supporting documents, and offer feedback for further deliberation in AAC.<br><br>*The above matter is put up to AAC for consideration and appropriate decision/recommendation.* | |
| 11. | **Request for Deferral of Admission** | |

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| | Ms. Neha Grover has formally requested a deferral of admission to the Ph.D. (Economics) program for the Monsoon Semester 2024. Notably, she has completed the registration process by submitting a payment of Rs. 12000. The proposed advisor Souvik Dutta, and the Head of the Department, SSH, have approved her request.<br><br>*The above matter is put up to AAC for consideration and appropriate decision/recommendation.* |
| **12.** | **Online Credits to be Counted Towards Honors Credits or Not**<br><br>As per regulations, below mentioned are the requirements for dining Honors Degree<br>- 12 extra class Discipline credits<br>- Minimum 8 BTP credits<br>- Minimum 8.00 CGPA<br><br>In previous batches we were counting online credits in the Honors degree also. Should the practice be continued, or do we need to count offline credits only toward the Honors credits?<br><br>*The above matter is put up to AAC for consideration and appropriate decision/recommendation.* |
| **13.** | **Allocation of 3xx and 5xx Code to Course and Evaluation Criteria**<br><br>When the course is being floated, the reasons for dual code should be explicitly highlighted. Furthermore, many 5xx courses do not have any prerequisites. This needs to be strengthened while approving the courses.<br><br>Evaluation criteria can not be the same for two different codes; hence, some differentiation should be made. Courses with dual code should explicitly mention the evaluation criteria for 3xx and 5xx. Ideally, evaluation criteria for 5xx should involve additional evaluation, such as extra questions in exams, projects with additional components, extra topics, or assignments.<br><br>*The above matter is put up to AAC for consideration and appropriate decision/recommendation.* |
| **14.** | **Discussion on 7xx/8xx-Level Courses**<br><br>This concern is raised by Dr. Debajyoti, as per the course numbering system (at least for CSE, which I designed), 7xx/8xx courses are meant _strictly_ for PhD students (they are considered super-advanced). Such courses are not under the consideration of outcome-based education, and may often require non-standard evaluation means like paper reading, etc. Many of us experienced such courses during our graduate studies and I think there are pedagogical reasons to allow such courses. I am inclined to believe that the Senate's recommendation was supposed to be for 1xx-6xx courses (taken by BTech & MTech students). Hence, I am requesting that we discuss this agenda once again and revisit the concerns raised that led to the recommendation.<br><br>*The above matter is put up to AAC for consideration and appropriate decision/recommendation.* |

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| **15.** | **Request for Review and Standardization of Prerequisite Policy for DSA Course Enrollment**<br><br>There are concerns raised by Dr. Ojaswa regarding the inconsistent enforcement of prerequisites for the Data Structures and Algorithms (DSA) course. He emphasizes the need for a more standardized approach to ensure fairness and equal treatment of all students. The issue is exemplified by ongoing requests from students, including Chandra Mohan, seeing exceptions to enroll in DSA without meeting prerequisites.<br><br>**Challenge:**<br>● The key issue is that the students know about the pre requisite of the course and even if they have not cleared the pre requisite they approach the course instructor to waive off the pre requisite for them.<br>● Standard practice is that a student should complete the pre reqeuisites of any course and if he has not done the same then he should not opt for that course. Even if he /she approaches the course instructor it is completely faculty member's choice to permit him or not.<br><br> **Proposed Solution:**<br>● Propose a thorough review and standardization of prerequisites for the DSA course to ensure a fair and uniform policy.<br><br>*The above matter is put up to  AAC for consideration and appropriate decision/recommendation.* |
| **16.** | **Revisiting policy for assigning cross-departmental course code to already approved courses**<br><br>**(i) Assigning ECE Code to  Linear Optimization (LO)**<br><br>The department has approved assigning an ECE code for Linear Optimisation (LO) ECE 307 and ECE 507.<br><br>Recommendation of Mathematics Dept. received on 22nd Feb 2024;<br>With regard to the provisioning of an ECE code for the MTH374/MTH574: Linear Optimization course, the faculty members of the Department are of the view that this should not be provided. It is the collective view that Linear Optimization is a math-intensive course and it is best not to give it a non-Math code. However, this is a recommendation and further action and decision may be taken by DoAA and/or the Academic Office based on AAC discussion.<br><br>*The above matter is put up to  AAC for consideration and appropriate decision/recommendation.* |
| **17.** | **To Deliberate on 'Value Added courses' in NAAC Curriculum Enrichment Point**<br><br>As per NAAC,  Value Added Courses are of varying durations that are optional and offered outside the curriculum that add value and help students get placed. |

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| | Value-added courses are offered by institutions for student empowerment. They enhance the curriculum by amplifying, supplementing, and replacing parts or features that have become ineffective or obsolete.<br>Pls, refer to the last point of page nos. 136 & 141 of NAAC Manual<br><br>Value-Added Courses Offered by few other NAAC A++ Universities:<br>  *Jawaharlal Nehru Technological University, Hyderabad*<br>  *Shivaji University, Kolhapur*<br><br>*The above matter is put up to   AAC for consideration and appropriate decision/recommendation.* |
| **18.** | **Online Course Registration Process**<br><br>In each semester online courses are being offered by different departments.  Faculty members follow a different process for registration.<br><br>**Challenges:**<br>● The CSE department follows that students should get an online course approved by the respective faculty member to register for that course.<br>● Some courses are capped with 150 limits, the registration process gets complicated.<br>● Multiple pre-requisites are applied for a few courses which are difficult to manage on erp.<br><br>**Proposed Solution:**<br>● If cap can be removed from online courses and if students can register for courses directly on erp.<br><br>*The above matter is put up to   AAC for consideration and appropriate decision/recommendation.* |
| **19.** | **Invigilation Guidelines for Mid-Semester and End-Semester Examinations**<br><br>There are certain difficulties encountered during both the mid-semester and end-semester examinations. Here is the proposal.<br><br>*The above matter is put up to   AAC for consideration and appropriate decision/recommendation.* |
| | ***Any other items with the permission of the Chairperson.*** |

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