NATIONAL INSTITUTE OF TECHNOLOGY MEGHALAYA

Minutes of Fourth Meeting of the Senate held on 16.06. 2014

The IVth meeting of the Senate of NIT Meghalaya was held on 16th June, 2014 at 10.00 a.m. in the conference room of the Institute at Bijni Complex, Shillong and the following members were present:

1.	Professor D. K. Saikia, Director, NIT Meghalaya	- Chairman
2.	Professor B. P. Sinha, ACM Unit, ISI Kolkata	- Member
3.	Professor D. Chakraborty, Dean(R&D), IIT Guwahati	- Member
4.	Professor S. M. Hazarika, CSE, Tezpur University	- Member
5.	Professor R. Sirohi, Former Director, IIT Delhi	- Distinguished Invitee
6.	Dr. G. Panda, Head, EEE, NIT Meghalaya	- Spl. Invitee
7.	Dr. A. Dandapat, Head, ECE, NIT Meghalaya	- Spl. Invitee
8.	Dr. A. Chakraborty, Head i/c, CSE, NIT Meghalaya	- Spl. Invitee
9.	Dr. D. K. Sarma, Head, Mechanical, NIT Meghalaya	- Spl. Invitee
10.	Dr. C. Marthong, Head, Civil, NIT Meghalaya	- Spl. Invitee
11.	Dr. A. Bhattacharjee, Head, Physics, NIT Meghalaya	- Spl. Invitee
12.	Dr. P. N. Chatterjee, Head, Chemistry, NIT Meghalaya	- Spl. Invitee
13.	Dr. S. Mukherjee, Head, Mathematics, NIT Meghalaya	- Spl. Invitee
14.	Dr. P. S. Mangang, Head, HSS, NIT Meghalaya	- Spl. Invitee
15.	Mr. D. J. Goswami, Registrar i/c, NIT Meghalaya	- Secretary

The other members of the committee, Professor S. S. Khare and Professor H. Giri could not attend the meeting due to prior commitments.

At the outset the Chairman welcomed the members to the IVth meeting of the Senate. The Chairman also extended special welcome to the distinguished invitee Professor R. Sirohi and introduced the members and the Head of the Departments to him. The agenda of the meeting was then taken up.

Item No. 1 Confirmation of the minutes of the third meeting of the Senate of NIT Meghalaya held on 10.02.2014.

The Third Meeting of the Senate of the Institute was held on 10.02.2014 in the Conference Hall of Institute. The minutes of the meeting were circulated amongst the members of the Committee for their comments/ observations, if any.

The members of the Senate discussed the minutes and agreed to confirm the same as circulated.

R1/SENATE-IV/14: *The Senate resolved to confirm the minutes of the third meeting of the Senate as circulated.*

Item No. 2   Follow up action of the decision of third meeting of the Senate.

Actions taken on the decisions of the second meeting of the Senate held on 10.02.2014 were read out by the Registrar. The Senate noted the actions taken.

On the resolution no. R7/SENATE-III/14 regarding the proposal to open up the vacant SC/ST state quota seats for admission to the general category candidates after the second round of admissions, the BoG has advised for reconsideration of the decision. The Senate decided not to open up the seats to the general category.

R2/SENATE-IV14: *The Senate **NOTED** the follow-up action as reported. The Senate further **Resolved not to open up** the vacant SC/ST state quota seats for admission to the general category candidates.*

Item No. 3 Recommendations of 1st Meeting of the Academic Programmes Committee

The recommendations of the first meeting of the Academic Programmes Committee (APC) held on 22nd May, 2014 were placed before the Senate for its consideration. The Senate considered the recommendations and resolved as tabulated:

Sl. No.	Item	APC Recommendation	Senate Resolution
1.	Modification	Recommend a. Change Course Name of ME103 to-Workshop Practice-I b. Change in Syllabus of PH201-Physics of Materials: Separate units added for Mechanical and Civil Engineering	**R3.1/SENATE-IV/14:** **Resolved** to approve the modification in the name of course no. ME 103 and the content of the course PH201 as recommended. **Annex. IV**
2.	Curriculum and Syllabi of Courses for the 2nd year B. Tech Mechanical Engineering	Recommend Approval of the Curriculum for the B. Tech programme in Mechanical Engineering and the Syllabi of the courses required in the 2nd year.	**R3.2/SENATE-IV/14:** **Resolved** to approve the Curriculum for the B.Tech programme in Mechanical Engineering and the Syllabi of the courses required in the 2nd year. **Annex. IV**
3.	Curriculum and Syllabi of Courses for the 2nd year B. Tech Civil Engineering	Recommend Approval of the Curriculum for the B.Tech programme in Civil Engineering and the Syllabi of the courses required in the 2nd year.	**R3.3/SENATE-IV/14:** **Resolved** to **Approve** the **Curriculum** and to **Authorize** the Chairman of the Senate to approve the Syllabi after comments from Domain experts are obtained and incorporated as applicable. **Annex. IV**

4.	Syllabi of Courses for 3rd year B. Tech programme in ECE	Recommend Approval of the Syllabi of the courses required in the 3rd year of the B. Tech programme in ECE.	**R3.4/SENATE-IV/14:** **Resolved** to **Authorize** the Chairman of the Senate to approve the Syllabi after comments from Domain experts are obtained and incorporated as applicable. **Annex. IV**
5.	Syllabi of Courses for 3rd year B. Tech programme in EEE	Recommend Approval of the Syllabi of the courses required in the 3rd year of the B. Tech programme in EEE.	**R3.5/SENATE-IV/14:** **Resolved** to **Authorize** the Chairman of the Senate to approve the Syllabi after comments from Domain experts are obtained and incorporated as applicable. **Annex. IV**
6.	Syllabi of Courses for 3rd year B. Tech programme in CSE	Recommend Approval of the Syllabi of the courses required in the 3rd year of the B. Tech programme in CSE.	**R3.6/SENATE-IV/14:** **Resolved** to **Authorize** the Chairman of the Senate to approve the Syllabi after comments from Domain experts are obtained and incorporated as applicable. **Annex. IV**
7.	Curriculum and Syllabi of Courses for the M. Tech Programme in ECE	Recommend Approval of the Curriculum for the M. Tech programme in Electronics and Communication Engineering and the Syllabi of the courses.	**R3.7/SENATE-IV/14:** **Resolved** to **Approve** the **Curriculum** and to **Authorize** the Chairman of the Senate to approve the Syllabi after comments from Domain experts are obtained and incorporated as applicable. **Annex. IV**

8.	Curriculum and Syllabi of Courses for the M. Tech Programme in CSE	Recommend Approval of the Curriculum for the M. Tech programme in Computer Science and Engineering and the Syllabi of the courses.	**R3.8/SENATE-IV/14:** **Resolved** to **Approve** the **Curriculum** and to **Authorize** the Chairman of the Senate to approve the Syllabi after comments from Domain experts are obtained and incorporated as applicable. **Annex. IV**
9.	Curriculum and Syllabi of Courses for the M. Tech Programme in Electrical Engineering (Power and Energy Systems)	Recommend Approval of the Curriculum for the M. Tech programme in Electrical Engineering (Power and Energy Systems) and the Syllabi of the courses.	**R3.9/SENATE-IV/14:** **Resolved** to **Approve** the **Curriculum** and to **Authorize** the Chairman of the Senate to approve the Syllabi after comments from Domain experts are obtained and incorporated as applicable. **Annex. IV**
10.	Syllabi of New Courses for Ph. D. Programme	Recommend Approval of a set of new courses for the Ph. D. Programme: HS 701: Methodology for Research in Literature (3-0-0:3) HS 702: Literature and Interdisciplinary Approach (3-0-0:3) HS 703: Critical Readings for Research in Literature (3-0-0:3) MA 701: Measure Theory and Integration (3-0-0:3) MA 702: Functional Analysis (3-0-0:3) CH 701: Analytical Techniques in Chemistry (3-0-0:3) CH 702: Organic Materials and Their Applications (3-0-0:3) PH 704: Fundamentals of Nanoscience and Technology (3-0-0:3)	**R3.9/SENATE-IV/14:** **Resolved** to **Approve** the syllabi of the proposed new courses for the Ph. D. Programme. **Annex. IV**

Item No. 4 **Minutes of First Meeting of the Research Committee**

The First meeting of the Research Committee was held on 15.03.2014. The recommendations of the meeting vide resolution no. **R1/RC-I/2014** were placed before the Senate for its consideration**.**

Sl. No.	Item	Research Committee Recommendation	Senate Resolution
1.	Changes in the Ph. D. Regulations	i. The Chairman of the Doctoral Committee (DC) of a Ph. D. Scholar should be a Senior Faculty Member nominated by the Departmental/ Centre's Research Committee (DRC/ CRC) instead of the Supervisor. The Supervisor should be the Convenor.	**R4.1.1/SENATE-IV/14:** **Resolved** to approve the recommendation.
		ii. In the Board of Examiner's of Thesis (BET) one of the two external examiners should preferably be from abroad.	Senate noted that the provision already exists.
		iii. In the eligibility for admission to the Ph.D. programme the qualifying marks for BE/ B. Tech candidates should be lowered to 75% in aggregate from current 80%.	**R4.1.2/SENATE-IV/14:** **Resolved** to approve the recommendation.
		iv. A Comprehensive Examination on the subject area of research should be taken after a scholar completes the course works. The scholar should be allowed to register only after he/ she is able to clear the comprehensive examination in no more than two attempts. The scholar should be intimated about the date of the comprehensive examination, along with a syllabus, at least two months in advance.	**R4.1.3/SENATE-IV/14:** **Resolved** to approve the recommendation.
		v. The change of category (Part-time/ Full-time) of a candidate should require approval of chairman of the Senate.	**R4.1.4/SENATE-IV/14:** **Resolved** to approve the recommendation.
		vi. While submitting the thesis the candidate should enclose a report produced with a standard anti-plagiarism software.	**R4.1.5/SENATE-IV/14:** **Resolved** to approve the recommendation.
		vii. A form should be provided for the scholar to obtain clearance from the Institute for publishing the thesis in book form.	**R4.1.5/SENATE-IV/14:** **Resolved** to approve the recommendation.

		R4.1.6/SENATE-IV/14: The Senate further **resolved** the following: i. The minimum credits required on course works for the candidates with BE/ B. Tech (without a master degree) shall be 16. ii. There shall be no upper limit fixed on the course work credit. The DC/ DRC shall decide on the courses required to be done by a candidate subject to the minimum limit as specified in the regulations.	
2.	Changes in the for Operation of the Sponsored Research Projects and Consultancy Projects:	i. The 25% of the overhead amount meant for the Department concerned should be deposited in the Departmental Promotional Fund (DPF) ii. The 40% of the overhead amount meant for the PI/ Co-PI should be placed in the Professional Development Fund (PDF) of the faculty member(s) concerned which should be made available for use by him/ her while he/she is in service in the Institute. Any item purchased through against this fund is to be returned to the Institute if he/ she leaves the Institute. iii. For any project position a duly selected Ph. D. scholar may be appointed directly, if he/ she satisfies the qualification requirements of the position. iv. There shall be flexibility in the nomenclature of the project positions if the sponsoring agency approves the same.	**R4.2/SENATE-IV/14:** **Resolved** to **Forward** the recommendations to the Board of Governors for approval.

Item No. 5 Creation of Ordinance-II: Ordinance on Students' Discipline

A draft for Ordinance-II: Ordinance on Students Discipline prepared to replace the Regulations on Students Code of Discipline was placed before the Senate for its consideration.

R5/SENATE-IV/14: *The Senate **resolved to recommend** that legal expert be consulted on the Ordinance and be brought back to the Senate.*

Item No. 6 Recommendation of HoD, HSS to Lower the Qualifying Percentage for HSS Ph. D. Admissions to 55%

In Humanities subjects it is difficult to secure 60% marks at master's level. Therefore most of the Universities, including CFTIs, keep the qualifying marks for admissions to Ph. D.

Programmes in Humanities and Social Science subjects to 55% or lower. Therefore the Head of the Department of Humanities and Social Sciences has recommended that the qualifying percentage for admissions to the Ph. D. Programme in the Humanities and Social science Department in the Institute be brought down to 55% from current 60%. The admission brochures of some of the premier institutions in support of the case were placed before the Senate.

The Senate considered proposal and agreed to approve the recommendation.

R6/SENATE-IV/14: *The Senate **resolved to reduce** the qualifying percentage for admissions to Ph. D. Programme in Humanities and Social Sciences to 55%.*

Item No. 7   Academic Calendar for Session 2014-15

A draft Academic Calendar for the Academic Year 2014-15 as below was placed before the Senate for its approval.

ACADEMIC CALENDAR FOR THE ACADEMIC YEAR 2014-2015

AUTUMN SEMESTER (August-December, 2014)

1	Registration	July 30-31, 2014
2	Commencement of Classes	August 01, 2014
3	Last date of registration with fine	August 05, 2014
4	Supplementary Examinations	August 13-14, 2014
5	Last date for Change in Course Registration	September 16, 2014
6	Mid Term Examinations	September 22-27, 2014
7	Annual Technical Festival	October 17-18, 2014
8	Last day of Classes	November 28, 2014
9	Laboratory Examinations	December 02-05, 2014
10	End Term Examinations	December 08-13, 2014
11	Display of Grades	December 16-17, 2014
12	Declaration of Results	December 23, 2014
13	Winter Break	December 16, 2014 – January 15, 2015

SPRING SEMESTER (January-May, 2015)

1	Registration	January 16 & 19, 2015
2	Commencement of Classes	January 19, 2015
3	Last date of Registration with Fine	January 22, 2015
4	Supplementary Examinations	February 02-04, 2015
5	Institute Sports & Cultural Festival	February 05-07, 2015
6	Last date for change in Course Registration	February 25, 2015
7	Mid Term Examinations	March 09-14, 2015
8	Last day of Classes	May 15, 2015
9	Laboratory Examinations	May 18-22, 2015
10	End Term Examinations	May 25-30, 2015
11	Display of Grades	June 04-05, 2015
12	Declaration of Results	June 10, 2015
13	Summer Break	June 01- July 31, 2015

SUMMER TERM (June-July, 2015)

1	Registration	May 15-16, 2015
2	Commencement of Classes	June 01, 2015
3	Mid Term Examinations	June 29-30, 2015
4	End Term Examinations	July 27-28, 2015
5	Display of Grades	August 03, 2015
6	Declaration of Results	August 07, 2015

The Senate considered the proposed Academic Calendar and decided to approve the same.

R7/SENATE-IV/14: *The Senate **resolved to approve** the Academic Calendar for the Academic Year 2014-15 as proposed.*

Item No. 8: Revised Fees Structure for Ph. D Programme

As per resolution of the NIT Council, MHRD has directed that the tuition fees for the Ph. D programme in all NITs be enhanced to Rs. 15,000/- per annum from the coming batch vide notification no. F.No.33-4/2014-TS.III dt. 5th May, 2014. Accordingly, a revised fees structure for the Ph. D. programmes as in **Annexure I(page 1)** was placed before the Senate for its consideration.

The Senate decided to recommend the proposed fees structure to the Board of Governors for approval.

R8/SENATE-IV/14: *The Senate **resolved to recommend** the proposed revised fees structure for the Ph. D. Programme for approval by the Board of Governors.*

Item No. 9: Declaration of Semester Results

As per the Clause 8(iii) of the 1st Statutes of the Institute, the Senate is required to declare the results of the examinations. The Spring Semester End Term Examinations were held from 26th to 31st May. The results were tabled in the meeting of the Senate for its approval for declaration.

The Members of the Senate went through the results as tabled and noted the distribution of the grades in the different years and the various disciplines. Members expressed concern on the weak performance of a good number of students admitted in 2013-14. The Members also noted that the students of the first batch of the B. Tech programme, numbers as tabulated below, have completed the requirements for receiving their degree in respective disciplines:

Discipline	No. of qualifying students
Computer Science and Engineering	23
Electronics and Communication Engineering	30
Electrical and Electronics Engineering	29

It was observed that it is not always possible to hold a meeting of the Senate as per the date of declaration of the results as specified in the Academic Calendar of the Institute. It was therefore decided that the Chairman of the Senate be authorized to declare the semester results as per the Academic Calendar which shall be placed in the next meeting of the Senate for ratification.

R9.1/SENATE-IV/14: *The Senate **resolved to declare** the results of the Spring Semester 2014 results as tabled.*

R9.2/SENATE-IV/14: *The Senate **resolved to authorise** the Chairman of the Senate to declare the semester results as per the date of declaration of results specified in the Academic Calendar and place same in the subsequent meeting of the Senate for ratification.*

Item No. 10 **Proposals from Hewlett Packard (HP) India and National Instruments(NI) India to set-up their Centres of Excellence**

Proposals were received from HP India and NI India to establish their centres of excellence in NIT Meghalaya. HP India's proposal is to set-up HP Education Cloud and Finishing Lab Solution while NI India's proposal is to setup a Centre of Excellence for Wireless Communications.

The NIT Council have been of the opinion that the industry should be involved in the laboratory oriented courses so that the graduates of the NITs go out better industry ready. It is suggested that efforts be made to cover up to 25% of the courses with industry participation. It is in this context that the proposals become relevant.

As per the HP India proposal the company will establish the laboratory facility with necessary hardware and software and assist in the laboratory instructions for the set of courses-

- Mobile Application Development
- Software Testing and Application Lifecycle Management
- Designing and Developing Cloud Solutions
- Network & Cloud Security
- Vulnerability and Penetration Testing
- Advance Attacks Simulation & Modelling

The detailed proposal is placed at **Annexure- II (A) (page 2-26).** The company will bear 40% of the cost of the solution.

The NI India proposal stipulates establishing a Wireless Communications Laboratory with the following:

- Software Defined Radio(SRD) Prototyping Station
- Advanced Prototyping Station
- MIMO Station
- Cognitive Radio Station
- Measurement Station

The company will bear 30% of the cost and shall provide curriculum material for the following M. Tech level courses-

- Digital Communication: Physical Layer Exploration
- Cognitive Radio & Networks
- Intelligent Instrumentation
- MIMO Communication Systems
- Advanced Signal Processing
- Mobile Communication Lab
- Digital Communication Lab

The detailed proposal is placed at **Annexure- II (B) (Page 27-45).**

The Senate was requested to advise on the matter.

The Senate discussed the details of the proposal. All the members were in agreement that the setting-up of the two Centres of Excellence by the two industry leaders in their respective fields will be valuable to the Institute and be very beneficial to the students. The Senate therefore decided to recommend the two proposals for approval by the Board of Governors.

R10/SENATE-IV/14: *The Senate **resolved to recommend** the proposals for setting-up of the Centres of Excellence by HP India and NI India at NIT Meghalaya to the Board of Governors for Approval.*

Items for Ratification:

Item No. 11: Revised Fees Structure of B. Tech Programme

As per resolution of the NIT Council MHRD has directed that the tuition fees for the B. Tech programme in all NITs be enhanced to Rs. 70,000/- per annum from the coming batch vide notification no. F.No.33-4/2014-TS.III dt. 5th May, 2014. As there was an urgent need to provide the fees structure to CSAB the Director in consultation with the Chairman, BoG has revised the fees structure for the B. Tech programmes as in **Annex-III A (page 46).**

The Senate decided to ratify the decision by the Director on revision of the B. Tech fee structure.

R11/SENATE-IV/14: *The Senate **resolved** to **ratify** the decision of the Director on revision of the B. Tech fees structure.*

Item No. 12: Revised Fees Structure of M. Tech Programme

As per resolution of the NIT Council MHRD has directed that the tuition fees for the B. Tech programme in all NITs be fixed as Rs. 70,000/- per annum from the coming batch vide notification no. F.No.33-4/2014-TS.III dt. 5th May, 2014**.** As there was an urgent need to provide the fees structure to CCMT the Director in consultation with the Chairman, BoG has fixed the fees structure for the M. Tech programmes as in **Annex- III B (page 47).**

R12/SENATE-IV/14: *The Senate **resolved** to **ratify** the decision of the Director on the fee structure for the M. Tech programme.*

Items Approved by Circulation

Item No. 13: Ordinance-V and Ordinance-VI

Approvals of the members of the Senate for the Ordinance-V: Ordinance on Award of Medals and the Ordinance-VI: Ordinance on Award of Scholarships were obtained by circulation. These were placed in the meeting for ratification by the Senate.

R13/SENATE-IV/14: *The Senate **resolved** to **ratify** Ordinance-V and Ordinance-VI as approved by the members by circulation.*

Item No. 14: Senate Nominee to the Faculty Selection Committees

As per the statutes one member of each faculty selection committee is a *Senate Nominee* who is an expert in a relevant field. Due to urgency approval was taken by circulation from the Senate members for the *Senate Nominees* as-

"A Professor in the relevant field from either of IITs, NITs, IISC, ISI, Central Universities, Jadavpur University, Calcutta University, Gauhati University, IIEST or a Scientist of grade F or above working in a DRDO/ CSIR laboratory".

The matter was placed before the Senate for ratification. The list of nominees based on the above for the forthcoming faculty selections was also placed before the senate.

R14/SENATE-IV/14: *The Senate **resolved** to **ratify** the approval of the members on the Senate Nominees to the faculty selection committees as above.*

Item No : 15 Reporting Items:

Item No. 15: Summer Term

To enable the students with academic probation to clear their backlogs a Summer Term is being organized as provided in the Ordinance on Academic Programmes w.e.f. 2nd June as per the following calendar:

Last Date of Course Registration	: 9th May
Start of Summer Term	: 2nd June
Mid Term Examinations	: 30th June and 1st July
End Term Examinations	: 28th and 30th July
Declaration of Results	: 1st August

A student is allowed to register for at most two courses.

R15/SENATE-IV/14: *The Senate noted the matter and appreciated the efforts made by the faculty members to help the students.*

Item No. 16: Workshops/ Conferences/ Summer Courses Organized by the Departments

The following workshops/ Summer Courses have been organized by the departments after the last meeting of the Senate:

1. A one-day workshop organized by Department of Mechanical Engineering and Civil Engineering on "Identification of challenging need based problems related to rural economy " sponsored by rural technology action group-north east, IIT Guwahati on 25-02-2014

2. National Workshop on Power and Energy Systems: The Department of Electrical and Electronics Engineering organized a National Workshop on Power and Energy Systems during 24-26 April with sponsorships received from Meghalaya Chapter of Institution of Engineers, North Eastern Electric Power Corporation etc. Lectures and tutorials in the workshop were delivered by experts from premier institutions as well as from industries. There were participants from academic institutions as well as industries.

3. Summer Course on "Electronic Design Automation and Digital System Realization using FPGA" by ECE department from 9th June to 4th July, 2014.

4. National Workshop on Teaching/ Learning Language by the HSS Department during 18-19 July.

An International Conference on "Electronic Design, Computer Networks and Automated Verification" is being organized in the Institute on 29-30 January, 2015. The conference is expected to receive IEEE sponsorship.

R16/SENATE-IV/14: *The Senate **noted** with appreciation that various workshops, conferences are being organized by the departments.*

Item No. 17: Summer Internships

It was decided to extend the expertise of the faculty members and facilities available in the Institute during the summer to allow UG/ PG students in Institute across the country to undergo summer internships with free lodging and transport. The same was notified in the Institute website. A large number of applications were received from students from Institutions all over the country. 41 students have been shortlisted for undergoing the internships.

R17/SENATE-IV/14: *The Senate was happy to **note** the enthusiasm of the faculty members to extend their expertise and the Institute facilities through summer internships beyond the students of the Institute.*

Item No. 18: Faculty Development Programmes/ Training

Considering the importance of faculty development a programme on Pedagogy and Curriculum Design has been organized in the Institute during 5-7 June with the following senior faculty members from IIT Kharagpur as resource persons:

1. Professor A. K. Roy
2. Professor K. Pathak
3. Professor S. K. Das Mandal

It was decided to sponsor the young faculty members of the Institute to various short term training programmes/ summer courses organized by various institutions during the summer break. These are:

1. International Summer School held at IIT Kharagpur.

2. Special training courses organized by EQUATE (Effective Quality Upgradation Assistance for Technical Educations), New Delhi.

R18/SENATE-IV/14: *The Senate was happy to **note** the organizing of the faculty development program and the sponsoring of the young faculty to the short term training programmes/ summer courses.*

As there was no other item to discuss the meeting concluded with thanks from and to the Chair.