

**THE XXXIst MEETING
OF
SENATE**

**NATIONAL INSTITUTE OF TECHNOLOGY
MEGHALAYA**

MINUTES

Day: Wednesday

Date: 14.12.2022

Time: 4:30 PM

Venue: Conference Room

Mode: Hybrid Mode (online and offline)

NATIONAL INSTITUTE OF TECHNOLOGY MEGHALAYA

Minutes of the XXXIst Meeting of the Senate held on 14.12.2022

The XXXIst Meeting of the Senate of NIT Meghalaya was held on 14th Dec 2022, at the Conference Room of the Institute through hybrid mode (online as well as in person) from 4:30 PM onwards. The following members attended the meeting:

1. Professor B.B. Biswal, Director, NIT Meghalaya	- Chairman
2. Prof. N.C. Shivaprakash, IISC Bangalore	- Member
3. Prof. N. Tripathy, IIM, Shillong	- Member
4. Prof. M. Panda, NIT Rourkela	- Member
5. Prof. H. C. Das, Professor, NIT Meghalaya	- Member
6. Dr. A. Banerjee, Dean (AA), NIT Meghalaya	- Spl. Invitee
7. Dr. C. Marthong, Dean (P&D), NIT Meghalaya	- Spl. Invitee
8. Dr. G. Dutta, Dean (R&C), NIT Meghalaya	- Spl. Invitee
9. Dr. R. N. Mahapatra, Chairman, IQAC, NIT Meghalaya	- Spl. Invitee
10. Dr. P. S. Mangang, HoD, HS, NIT Meghalaya	- Spl. Invitee
11. Dr. S. Thokchom, HoD, CS, NIT Meghalaya	- Spl. Invitee
12. Dr. P. Saha, HoD, EC, NIT Meghalaya	- Spl. Invitee
13. Dr. S. Debbarma, HoD, EE, NIT Meghalaya	- Spl. Invitee
14. Dr. H. Kalita, HoD, CE, NIT Meghalaya	- Spl. Invitee
15. Dr. K. Das, HoD (i/c), ME, NIT Meghalaya	- Spl. Invitee
16. Dr. B. Kumbhakar, HoD, MA, NIT Meghalaya	- Spl. Invitee
17. Dr. A. Nath, HoD(i/c), PH, NIT Meghalaya	- Spl. Invitee
18. Dr. N.K. Nath, HoD, CY, NIT Meghalaya	- Spl. Invitee
19. Dr. R. Roy, PIC-UG (AA), NIT Meghalaya	- Spl. Invitee
20. Dr. B. K. Balabantaray, PIC-PG&R (AA), NIT Meghalaya	- Spl. Invitee
21. Mrs. A. Rai, Asst. Registrar (AA), NIT Meghalaya	- Spl. Invitee
22. Dr. R. N. Mahapatra, Registrar (i/c), NIT Meghalaya	- Secretary

Three Senate members, Prof. A. Bhattacharjee-Dean (FW), Prof. G. Panda from EE Department and Mr. B.N. Choudhary-Registrar of NIT Meghalaya, could not attend the meeting due to prior commitments and leave of absence was granted to them.

At the outset, the Chairman, Senate welcomed the members and the special invitees to the thirty first meeting of the Senate. Thereafter, the agenda items of the day were taken up.

Item No.1: Confirmation of Minutes of the XXXth Meeting of the Senate of NIT Meghalaya held on 14.09.2022.

The Thirtieth meeting of the Senate of the Institute was held on 14.09.2022 in the Conference Room of the Institute through hybrid mode (online and in person). The minutes of the meeting were circulated amongst the distinguished members of the Senate for their comments/observations. However, no comments were received from the members.

R1/SENATE-XXXI/22: *The Senate **Resolved to Confirm** the minutes of the XXXth Senate Meeting held on 14th Sep 2022.*

Item No.2: Actions Taken Report on the Decision of the XXXth Meeting of the Senate.

The actions taken on the decision of the XXXth Meeting of the Senate were presented during the meeting and the Senate members noted the actions taken by the Institute.

R2/SENATE-XXXI/22: *The Senate **Noted and Confirmed** the actions taken on the resolutions of the XXXth Senate Meeting.*

Items for Approval

Item No.3: Amendments in Ordinances:

The following proposals for amendment of existing norms were presented before the Senate for discussion and approval:

a) Attendance Requirement for Part Time Ph.D Scholars:

It was proposed that for Ph.D Registration, 30 days of attendance, including the examination days shall be mandatory for students admitted under the Ph.D Sponsored (Part Time) Programme. Monitoring of attendance shall be maintained by the respective Departments. The attendance record shall be certified by the concerned HoDs and submitted to the Academic Section during Ph.D Registration.

The Senate discussed on the matter and resolved to approve the same.

R3 (a)/SENATE-XXXI/22: *The Senate **Resolved to Approve** the proposed amendment on the attendance requirement for Part Time Ph.D scholars.*

b) Credit Exemption and Credit Transfer for Ph. D Programme:

The Senate was briefed about the existing and proposed norms on credit exemption and credit transfer for Ph. D Programme. After thorough discussion on the matter, the Senate resolved to approve the proposal with the following amendments as under:

i. Ph.D Scholars who have completed his/her PG in the relevant field within the preceding two years, from the date of admission, are eligible for exemption of upto 9 credits non-compulsory courses. The recommendations for course work credit exemption should be forwarded by the DRC and subsequently approved by the Competent Authority before the commencement of 1st semester classes, so that the same is reflected in the course registration form. Further, if the scholar has completed the compulsory Ph.D Course(s) during the **Masters Programme**, then he/she may be allowed to opt for any other course(s) offered in order to accomplish minimum 9 credits.

ii. Candidates who have carried out equivalent course work from another Institute in the master's level onwards within the preceding two years and if the courses done are relevant to intended research area, then he/ she may be allowed to transfer the credit upon recommendations of the DRC and subsequently approved by the Competent Authority. The credits so transferred will be mentioned in the final grade sheet/transcript with equivalent grade decided/calculated by the Grade Equivalence Committee (GEC). The GEC will comprise of Dean (AA), Chairman, IQAC and Chairman, Exam Cell.

R3(b)/SENATE-XXXI/22: *The Senate Resolved to Approve the amendments on credit exemption and credit transfer for Ph. D Programme as mentioned.*

c) Academic Leaves and Financial Assistance for M.Tech Students:

The Senate was briefed about the existing norms on academic leaves and newly proposed norms on financial assistance for M.Tech students. After discussion on the matter, the Senate appreciated the initiative and resolved to approve the proposal as under:

Academic Leave:

PG Students can avail **maximum 20 days of** Academic Leaves in the final year but after the completion of 2nd Semester and on recommendations of the Supervisor/HoD/Dean (AA) and subsequent approval of the Competent Authority. (Form 1-B to be used for this purpose.)

Financial Assistance:

For Conference/Workshop/Training Programme (in India) the following financial support will be available from the Institute:

- i. Student Registration fee will be reimbursed.
- ii. Students are allowed to travel by train, bus and shared car, 3AC train fare by shortest route
- iii. Students are allowed to avail ₹. 450/- (Rupees Four hundred and fifty) only per day for accommodation for the days of Conference/ Workshop/ Training Programme, plus one day.
- iv. All the expenditure will be reimbursed on submission of relevant signed documents along with certificate, after attending the Conference/Workshop/Training Programme, etc.
- v. Attending Conference/Workshop/Training Programme will require pre-approval from the Authority and must be forwarded by the supervisor/advisor of the Ph.D Scholar through HoD. (Refer to Form-XIIIA)
- vi. Financial Support for attending Conference/Workshop/Training Programme by Ph.D Scholars is limited to a maximum ceiling amount of Rs. 10, 000/- only, during the final year of the PG Programme, upon submission of bills (Form-XIIIB).
- vii. Academic Leaves should be availed to attend such events.

R3(c)/SENATE-XXXI/22: *The Senate Resolved to Approve the proposal on academic leaves and financial assistance for M.Tech Students.*

d) Revised Examination Malpractice Prevention Guidelines:

The Senate was appraised about the existing norms on examination malpractice guidelines and the necessity to amend few of the following points as mentioned under:

Sl. No	Nature of the Malpractice	Revised Punishment	Process
1	Possession of answer book of another candidate. Giving answer book to another candidate.	In case of Mid Term Exams, award zero marks. In case of End Term Exams, award F Grade. Student will be asked to leave the hall.	

2	Misbehavior in the examination hall (unruly conduct, threatening the invigilator, or any other examination officials). Repeated involvement in malpractices mentioned in 2 to 4 above.	Cancellation of all theory exams registered in that semester and further debarring from continuing his/her studies for one year (two subsequent semesters). Student will be asked to leave the hall.	Matter to be reported to Malpractice Prevention Committee after invigilators get the offending students out of the hall & submit the report.
3	<ul style="list-style-type: none"> • Possession of any incriminating material inside the examination hall (whether used or not) For Ex.: written or printed materials, bits, writings on scale, calculator, hand kerchief, dress, part of the body and hall ticket etc., • Possession of cell phones, programmable calculator, recording apparatus or any unauthorized electronic equipment. • Copying from nearby students • Exchange of question papers and other materials bearing some answers with nearby students. 	In case of Mid exams, award zero marks. In case of End exams, award F Grade. Student will be asked to leave the hall.	
4	Physical assault causing injury to the invigilator(s) or any examination officials or other students	Rustication from the Institute. Offending students must be taken out of the hall.	

The Senate discussed on the points and resolved to approve the same as presented.

R3(d)/SENATE-XXXI/22: The Senate **Resolved to Approve** the amendments on examination malpractice guidelines.

e) Early Submission of Thesis:

If a research scholar desires to submit a Ph.D. thesis prior to the completion of minimum stipulated time as per the prescribed norms, he/she should satisfy the following criteria:

- a) Refer critical dates from item D.7 for early submission date.
- b) Published at least three (3) papers in a referred journal Scopus/SCI/ESCI/SSCI/AHCI as a first author. OR
- c) **Published** at least one patent and published at least **two** paper in a referred journal (Scopus/SCI/ESCI/SSCI/AHCI) as a first author. OR
- d) Developed two products and published at least one paper in a referred journal (Scopus/SCI/ESCI/SSCI/AHCI) as a first author.
- e) Have recommendations of extended DC (two other Dept. members/experts, nominated by Chairman, Senate)

The Senate was briefed that point (c) above should be amended from “filed at least one patent” to “published at least one patent.” The Senate brainstormed on the proposal and resolved to approve it after recommending to further include “at least two papers published in a referred journal” instead of one as per the existing norms.

R3(e)/SENATE-XXXI/22: *The Senate **Resolved to Approve** the amendment on early submission of thesis as mentioned above.*

Item No.4: NEP Proposals for Implementation

The Senate was appraised about the constitution of NEP Sub-Committees and then after the following proposals of the Sub-Committees were presented as under:

a) Major Degree:

After successful completion of the Programme, degrees will be awarded as per the following classifications based on the CGPA:

i. Candidates who successfully complete the Programme within the minimum stipulated period for the Programme, with a CGPA of 8.5 and above, and on passing all the courses in the first appearance will be declared to have **passed the degree in first class with honors**. For this purpose, authorized break of study (vide regulation D.7) will not be counted.

ii. Candidates who get a CGPA of 6.5 and above, but below 8.5 will be declared to have passed in first class.

iii. Candidates who get a CGPA of below 6.5 and complete the course within the maximum prescribed period after joining the Institute will be declared to have passed in second class.

The Senate was briefed that as of now, eligible students who pass the Programme with CGPA of 8.5 and above are declared to have passed in first class with distinction. It was proposed to covert the same to “first class with honors”. The Senate discussed on the proposal thoroughly and resolved to approve it

R4(a)/SENATE-XXXI/22: *The Senate **Resolved to Approve** the award of major degree as proposed.*

b) Long Term UG Internship:

As per few requests received from the final year B.Tech students and also recommended by PiC-CCD, the NEP Implementation Committee has proposed the following guidelines in view of long term internship for final year B.Tech students:

Six months of internship may be allowed to the B.Tech students during their 7th or 8th Semester, upon fulfillment of the following conditions:

- a) The internship is superior in nature and is in continuation or relevant with the topics/research undertaken by the student during the 7th or 8th semesters.
- b) It has a scope for job placement after completion.
- c) The Supervisor and the HoD highly recommends for the same.
- d) The appeal should be approved by the Chairman, Senate.
- e) A co-supervisor should be allotted from the Organization where the student will be doing the internship.

f) The student should be physically present for the Class Tests, Midterm Exams and End Term Exam.

Process:

a) Before applying for the internship, the student through his Supervisor and HoD should apply for an NOC through Academic Office with reference to the above mentioned points (a to d), which should be clearly stated in the recommendations.

b) Upon selection, an application along with an undertaking to fulfill the above mentioned points (e & f) or with details of the Co-Supervisor, if allotted already, should be submitted to the Academic Office for approval of Chairman Senate.

c) Upon approval, attendance will be considered for the selected students. However, equivalent courses, which will be recommended by the DAC, should be covered through online learning (Swayam, NPTEL, etc). The credits earned through the equivalent online courses will be mapped as per the Institute's curriculum by the Grade Equivalence Committee. The students must also be in constant touch with the respective Supervisors and the HoDs.

d) Eligible students shall be allowed to choose any Professional Elective offered by the department. They will be allowed to register for the course even if the minimum number of students registering for the course is lesser than 10 students, as the students will be covering the course(s) online, under the guidance of the Supervisor.

For the current final year batch, the internship shall be applicable in the 8th Semester and from 2020 enrolled batches onwards, the same may be applicable in the 7th or 8th Semester. Courses/curriculum shall in finalized in the forthcoming Curriculum Development Programme.

The Senate brainstormed on the above proposal and resolved to approve the same.

R4(b)/SENATE-XXXI/22: *The Senate **Resolved to Approve** the proposal on long term internship for UG students as mentioned above.*

c) Minor Degree:

Proposal for Minor Degree (w.e.f. 2021 UG Batch)

A student may be allowed to register for a minor degree in a particular specialization offered by another department from 3rd semester onwards, provided he/she has a CGPA of 7.5 and above at the end of 2nd semester.

The credit structure to get a minor degree shall be 20 credits as mentioned below:

1) Specialized Theory Courses: Total 14 Credits.

2) Mini Project in the 7th or 8th Semester: 6 Credits (0-0-12:6)

The Course distribution over the semesters will be decided by the DAC offering the minor degree.

Eligibility for Award of B.Tech Minor Degrees:

- To be eligible for the minor degree award, the students must complete the specialization course(s) offered by the other department while maintaining minimum CGPA of 7.5 till the 8th Semester, without any "F" Grade / backlog course, gap period and with no disciplinary action.
- If a student does not become eligible for the minor degree, then the courses (of the other department) completed by the student shall be mentioned in the Grade Card, but not included for CGPA calculation.

- Courses for Minor Degree start from 3rd Semester onwards and students should plan registration for courses from the beginning in order to complete all the extra credits by the end of eighth semester.
- Students should be prepared to write more than one exam in a day.
- To discontinue from Minor Degree, the student must submit “Minor Degree Discontinuing Form” before the last date of course registration.

Courses/curriculum for Minor Degree Programme shall in finalized in the forthcoming Curriculum Development Programme.

The proposal of the NEP-Sub Committee was thoroughly discussed and the Senate resolved to approve the proposal after implementation of few suggestions which have been included and underlined above.

R4(c)/SENATE-XXXI/22: *The Senate **Resolved to Approve** the proposal on Minor Degree with effect from UG 2021 Batch onwards, after inclusion of few suggestions as mentioned above.*

Item No.5: Minutes of XXIVth APC Meeting held on 1st Dec 2022.

The Senate was briefed on the XXIVth Meeting of the Academic Programmes Committee which was held on 1st Dec, 2022 to discuss matters related to academic affairs. The minutes of the meeting were presented for further discussions and approval as under:

Sl. No	Items	Description
A	ME	<p><u>Proposals from ME Department: (Annexure-1)</u></p> <p>Item No. i: Changing of Course Code for the Existing Course:</p> <p>The course ME 414: Robotics needs to be shifted from 8th Semester to 6th Semester. Hence, the code of the course needs to be changed. The code for the above mentioned course is proposed as “ME 326”. Also, the code of the course ME 516: Operations Management & ME 518: Supply Chain Management needs to be changed to ME 703 (Operations Management) & ME 705 (Supply Chain Management) as these courses are offered to the PhD students.</p> <p>Item No. ii: Floating of New Course:</p> <p>The department proposed to offer a new professional elective course in the fourth semester. The course name and code are decided as “Numerical Methods in Engineering” and “ME 226”. The DAC approve this new course and code for inclusion in the curriculum.</p> <p>R1(i-ii)/APC-XXIV/2022: The APC recommended to present the matter before the Senate for approval. HoD, ME was further suggested to provide the updated/new syllabi and curriculum as per IQAC formats before the upcoming Senate Meeting.</p>

		R5-A(i-ii)/SENATE-XXXI/22: The Senate Resolved to Approve the proposals of ME Department as presented.
B	MoU with IITM	<p>Signing of MoU Between NIT Meghalaya and IIT Madras:</p> <p>An email dated 11th Nov, 2022 was received from Dean (AA), IIT Madras with a request to explore the possibilities of a MoU between IIT Madras and NIT Meghalaya that will enable collaborations and student exchanges. The MoU for recommendations of the APC members. (Annexure-2)</p> <p>R2/APC-XXIV/2022: The draft MoU from IIT Madras was discussed at length and the APC recommended that the MoU may be present to the Senate for approval.</p> <p>R5-B/SENATE-XXXI/22: The Senate Resolved to Recommend the MoU between NIT Meghalaya and IITM for approval of the BoG.</p>
C	Other Items	<p>M.Tech Admissions:</p> <p>The Committee discussed about the drastic decline in M.Tech Admissions over the years. During AY 2022-23, only 8 students took admissions through CCMT, 2 students through Institute Mode (GATE Qualified) and 2 for Sponsored (Part Time) M.Tech Programme.</p> <p>The Committee recommended that admission through the Institute Rounds (for vacant seats after CCMT admissions are over) should also be open for both GATE qualified and the Non-GATE candidates. The eligibility criteria to apply may be B.Tech with First Class (min 6.5 CGPA) and based on the number of applications received, the respective department may set additional screening criteria.</p> <p>R4/APC-XXIV/2022: The APC recommended to place the proposal to Senate for discussion and appropriate action.</p> <p>The Senate brainstormed on the above proposal and expressed its discontent towards admission of students without valid GATE score in the full time M.Tech Programme. However, the Senate discussed about the possibilities of introducing MS or M.Tech (Research) where Non-GATE candidates can apply. The Senate discussed in-depth about the features of the Programme and recommended that a guidelines can be framed and presented before the Senate.</p> <p>R5-C/SENATE-XXXI/22: The Senate Recommended to Review the possibilities of introducing MS or M.Tech (Research) where Non-GATE candidates can apply and present the guidelines before the Senate.</p>

Item No. 6: End Term Answer Script of CE 205

The Senate was informed that a trainee teacher, Mr. S. Kaushik from CE Department has submitted an application intimating about losing the end term answer scripts of CE 205 while travelling from the Institute to his home on a bike, on 7th Dec 2022. An FIR has also been lodged in this regard. In view of this matter, Mr. Kaushik has requested to submit the grade sheet of CE 205 on the basis of the end term marks extrapolated from all earlier evaluations including mid semester, class tests and assignments.

The Senate discussed about the seriousness of the matter and questioned the necessity to take the answer scripts home for checking. After brief discussion, the Senate recommended that an explanation should be sought from the concerned faculty. Further, stating that the students should not be at the losing end, it was recommended that for CE 205, the students may be awarded with the best mark secured in other courses in the end term examination of Autumn 2022.

R6/SENATE-XXXI/22: *The Senate **Recommended** that an explanation should be sought from the concerned faculty on the necessity to take the answer scripts home for checking. Further, it was recommended that for CE 205, the students may be awarded with the best mark secured in other courses in the end term examination of Autumn 2022.*

Item No. 7: Results, Autumn 2022 (except 1st Sem UG)

The Senate was briefed that the Autumn 2022 results (except for 1st Sem B.Tech) is scheduled to be declared on the 16th of Dec 2022. The result analysis of Autumn 2022 End-Term Examination was presented before the Senate by the PICs (AA).

R7/SENATE-XXXI/22: *The Senate **Resolved to Approve** the results of Autumn 2022 as presented.*

Items for Ratification:

Item No. 8: Revised Academic Calendars, Autumn 2022 & Spring 2023:

The Senate was briefed that the revised Academic Calendars for Autumn 2022 and Spring 2023 were prepared and presented to the Chairman, Senate for approval and the same was approved.

R8/SENATE-XXXI/22: *The Senate **Resolved to Ratify** the revised Academic Calendars of Autumn 2022 and Spring 2023.*

Reporting Items:

Item No. 9: Recent Advances in Chemistry: Theoretical and Computational Aspects 2022

Department of Chemistry, NIT Meghalaya in collaboration with Department of Chemistry, NEHU, organized a national conference of Recent Advances in Chemistry: Theoretical and Computational Aspects 2022 during 18-20 November 2022. RAC-TCA 2022 aimed to deliberate upon the emerging trends in the theoretical aspects of chemical sciences and to provide a platform for dialogues on collaborative interdisciplinary research in the frontier areas of chemical sciences.

There were more than 100 participants in the conference out of which 35 scientists gave invited lectures. There were 18 keynote lectures delivered by senior scientists across India and 27 Invited lectures. There were five Shanti Swarup Bhatnagar awardees in the field of Theoretical and Computational chemistry gave Keynote lectures. A total of 60 participants (M.Sc. and Ph.D.) presented posters on their work. 9 best posters were judged by panels and awarded in the conference.

R9/SENATE-XXXI/22: *The Senate **Noted and Appreciated** the national conference conducted by the Chemistry Department.*

Item No. 10: COIN 2022

The Senate was informed about COIN-2022, the sixth Annual Conference of the Department of Humanities and Social Sciences was organized as a Self-Sponsored National Conference on 19th and 20th November 2022 on the theme “Genocides and Oppressions: Interpretations, Intersections, and Interstices”.

COIN-2022 was organized in collaboration with the Department of English Literature, The English and Foreign Languages University, Shillong Campus. The conference focussed on how the scopes and characteristics of Genocides and Oppressions intersect with an aim to add new perspectives to the understanding of Genocide Studies and Resistance Studies. The conference was attended by resource persons and delegates from various Central and State universities, IITs, NITs, and colleges from all parts of the country.

R10/SENATE-XXXI/22: *The Senate **Noted and Appreciated** the national conference conducted by the Humanities and Social Sciences Department.*

Item No. 11: Academic Bank of Credit (ABC)

After registering in NAD DigiLocker, NIT Meghalaya has also completed registering in the Academic Bank of Credit.

R11/SENATE-XXXI/22: *The Senate **Noted** that the Institute has registered for ABC.*

Item No. 12: Any other Items with the Permission of the Chair

As there were no other items to discuss, the meeting concluded with thanks to and from the Chair.

Sd/-

(Dr. R.N. Mahapatra)
Registrar and Secretary (i/c)