

**THE XXI<sup>st</sup> MEETING  
OF  
SENATE**

**NATIONAL INSTITUTE OF TECHNOLOGY  
MEGHALAYA**

**MINUTES**

*Day : Friday*

*Date: 20.03.2020*

*Time: 3:00 pm*

*Venue: Conference Room  
NIT Meghalaya  
Shillong*

## NATIONAL INSTITUTE OF TECHNOLOGY MEGHALAYA

### Minutes of the Twenty-First Meeting of the Senate held on 20.03.2020

The XXI<sup>st</sup> Meeting of the Senate of NIT Meghalaya was held on 20<sup>th</sup> March 2020 at 03:00PM in the Conference Room of the Institute at Bijni Complex, Shillong and the following members were present:

- |   |                |
|---|----------------|
| 1. Professor B.B. Biswal, Director, NIT Meghalaya       | - Chairman     |
| 2. Prof. (Mrs.) N. Tripathy, IIM Shillong               | - Member       |
| 3. Prof. G. Panda, Professor, NIT Meghalaya             | - Member       |
| 4. Prof. H. C. Das, Professor NIT Meghalaya             | - Member       |
| 5. Prof. A. Bhattacharjee, Professor, NIT Meghalaya     | - Member       |
| 6. Dr. D.K. Sarma, Dean (Planning & Development)        | - Spl. Invitee |
| 7. Dr. A. Banerjee, Dean (Students' Welfare)            | - Spl. Invitee |
| 8. Dr. L. Patton, HoD, CE, NIT Meghalaya                | - Spl. Invitee |
| 9. Dr. S. Das, HoD, EE, NIT Meghalaya                   | - Spl. Invitee |
| 10. Dr.R. N. Mahapatre, HoD, ME, NIT Meghalaya          | - Spl. Invitee |
| 11. Dr. M. Saha, HoD, MA, NIT Meghalaya                 | - Spl. Invitee |
| 12. Dr. A. S. Roy, HoD, CY, NIT Meghalaya               | - Spl. Invitee |
| 13. Dr. A. Nath, HoD, PH, NIT Meghalaya                 | - Spl. Invitee |
| 14. Dr.D. S. Roy, HoD (i/c), CSE, NIT Meghalaya         | - Spl. Invitee |
| 15. Dr. P. Rangababu, HoD, EC, NIT Meghalaya            | - Spl. Invitee |
| 16. Dr. R. S. Das, Head of CCD, NIT Meghalaya           | - Spl. Invitee |
| 17. Dr. V. Pal, PIC (UG), NIT Meghalaya                 | - Spl. Invitee |
| 18. Mrs. Ambika Rai, Asst. Registrar(AA), NIT Meghalaya | - Spl. Invitee |
| 19. Mr. B. Blahwar, Registrar (i/c), NIT Meghalaya      | - Secretary    |

External Senate members, Professor N. C. Shivprakash, IISC Bangalore, Professor R. K. Sahoo, NIT Rourkela, Professor M.K. Paswan, NIT Jamshedpur and Secretary, Mr. B. N. Choudhury, Registrar, NIT Meghalaya could not attend the meeting due to prior commitments. Leave of absence was granted to them.

At the outset, the Chairman welcomed the members and the special invitees to the twenty-first Meeting of the Senate and proceeded with the agenda of the meeting.

#### **Item No.1: Confirmation of Minutes of the XXth Meeting of the Senate of NIT Meghalaya held on 16.12.2019**

The Twentieth meeting of the Senate of the Institute was held on 16.12.2019 in the Conference Room. The minutes of the meeting were circulated amongst the members of the Committee for their comments/ observations. No comments were received from any of the members.

**R1/SENATE-XXI/20:** *The Senate Resolved to Confirm the minutes of the XXth Meeting of the Senate as circulated.*

#### **Item No.2: Action Taken Report on the decisions of the XXth Meeting of the Senate:**

Actions taken on the decision of the Twentieth Meeting of the Senate were presented before the Senate.

The Senate **Noted** all the items under action taken on the resolutions of the XXth Meeting of the Senate as presented.

### **Items for Approval**

#### **Item No.3: Revision of Sanctioned Seats for Admission 2020**

In view of the planned academic programmes and the projected student strength of the Detail Project Report (DPR) of NIT Meghalaya, it was proposed to increase the sanctioned student strength of B. Tech Programme for the Academic Year 2020 as under:

Programme	Discipline	Sanctioned Student Strength	Proposed Student Strength for admission 2020
<b>B. Tech.</b>	ECE	30	45
	CSE	30	45
	EEE	30	45
	CE	30	30
	ME	30	45
<b>Total</b>		<b>150</b>	<b>210</b>

It was also proposed to introduce Sponsored (Full Time and Part Time) M. Tech Programme from the Academic Year 2020-21 as under:

Programme	Discipline	Sanctioned Student Strength (regular M.Tech Programme)	No. of Seats for 2020 (M.Tech Sponsored Full Time Programme)	No. of Seats for 2020 (M.Tech Sponsored Part Time Programme)
<b>M. Tech.</b>	ECE	20	5	5
	CSE	20	5	5
	EEE	20	5	5
	CE	20	5	5
	ME	20	5	5
<b>Total</b>		<b>100</b>	<b>25</b>	<b>25</b>

**R3/SENATE-XXI/20:** The Senate **Resolved to Approve** the increase of present sanctioned seats of B. Tech Programme for AY 2020-21 as proposed. In addition, the Senate approved the inclusion of M. Tech Sponsored (Full-Time and Part-Time) Programme with maximum 5 allotted seats per discipline under each programme.

#### **Item No.4: Revision of Fee Structure for new Admissions from Autumn 2020**

A Meeting was convened by the Academic Section on 16<sup>th</sup> Jan 2020 and this meeting was chaired by the Director. The Registrar and faculty concerned of various domains were present in the meeting. After discussion and analysis of existing Fee Structure of the Institute, recommendation on revision of few components of fee structure was made and the same was presented before the Senate.

**Proposed Fee Structure from Autumn 2020 Admission**

Sl. No.	Particulars	Periodicity	Existing	Proposed	Difference
<b>Institutional Fees</b>					
1	Identity Card Fee	One Time	150	150	-
2	Provisional Certificate Fee	One Time	100	1,000	900
3	Students Welfare Fund	One Time	1,000	2,000	1,000
4	Alumni Fee	One Time	2,000	2,000	-
<b>Sub Total 1-4</b>			<b>3,250</b>	<b>5,150</b>	<b>1,900</b>
5	Tuition Fee (Waived for SC/ST/PH students**)	Per Semester	Varies as per programme		
6	Examination Fee & Grade Card	Per Semester	600	1,000	400
7	Admission/Enrolment Fee	Per Semester	600	1,000	400
8	Library Fees	Per Semester	300	1,500	1200
9	Book Purchase	Per Semester	1,000	-	-1000
10	Laboratory and Internet Fees	Per Semester	2,000	2500	500
11	Student Activity Fees	Per Semester	1,500	2,000	500
12	Hostel Establishment Fees	Per Semester	1,500	2,000	500
13	Transportation Fees	Per Semester	1,500	4,000 (to be paid by all)	2,500
<b>Sub Total 5-13</b>			<b>9,000</b>	<b>14,000</b>	<b>5,000</b>
<b>Caution Deposits: Refundable</b>					
14	Institute	One Time	5,000	5,000	-
15	Hostel (for Hostellers Only)	One Time	5,000	5,000	-
<b>Sub Total of Caution Deposits 14-15</b>			<b>10,000</b>	<b>10,000</b>	<b>-</b>
<b>Hostel Fees (For Hostellers only)</b>					
16	Admission Fee	One Time	500	500	-
17	Hostel Seat Rent	Per Semester	5,000	7,500	2,500
18	Electricity & Water Charges	Per Semester	1,500	2,500	1,000
19	Mess Advance (To be adjusted/refunded with the actual bill amount at semester end.)	Per Semester	16,000	16,000	-
<b>Sub Total of Hostel Fees 16-19</b>			<b>23,000</b>	<b>26,500</b>	<b>3,500</b>

**R4/SENATE-XXI/20:** The Senate Resolved to Approve the proposal of revised fee Structure to be applicable from 2020 Admissions on recommending to increase library fees further i.e. from proposed Rs.1000/-to Rs.1500/- .

**Item No. 5: Recommendations from XVth APC Meeting**

The Minutes of the XVth Academic Programmes Committee (APC) Meeting held on 16<sup>th</sup> March 2020 was presented before the Senate as an annexure.

**1) B. Tech 5th & 6th Semester course syllabi as per the new curriculum:**

Each department formulated the course syllabi of B. Tech 5<sup>th</sup>& 6<sup>th</sup> Semester courses by conducting a DAC meeting and the respective HODs presented the syllabi before the APC. The APC advised the departments to modify the courses as per IQAC format and submit the revised course structure and syllabi along with the DAC Minutes for

verification and further process. The same was presented before the Senate as an annexure.

**R5(1)/SENATE-XXI/20:** *The Senate **Analysed and Discussed** the course structure and syllabi in length. Based on the observation in respect of Professional Elective and Open Elective courses, respective HoDs were suggested for correction of syllabi as well as course structure to be submitted to the Academic Section. Upon recommendation of the IQAC Chairman and subsequent approval of the Senate Chairman, the syllabi of the 5th & 6th Semester B. Tech Courses may be floated in the corresponding semesters. The Senate further **Recommended** the departments to offer at least three courses under Professional Electives. The Senate also **Stated** that in order to float an Open Elective Course, **minimum 10 students** should have registered for the course during the semester.*

## **2) Proposal from MA and PH Departments to offer 4th Semester Elective Courses of M.Sc Programme**

Besides the B. Tech courses, MA and PH Departments proposed to offer elective courses MA 534 (Numerical Solutions to PDEs) and PHXXX (Quantum Field Theory) to be offered to 4th Semester M.Sc students. Concerned HoDs presented the syllabi in the APC meeting and the APC recommended to submit the course syllabi along with the DAC Minutes for verification.

**R5(2)/SENATE-XXI/20:** *The Senate **Recommended** to forward the updated syllabi of the above mentioned courses for the approval of Chairman, Senate.*

## **3) Proposal from EC Department to offer Ph.D level courses/Elective Courses of M.Tech Programme**

The EC Department proposed to offer few more elective courses EC 533 (Medical Image Analysis), EC 561 (Microwave Engineering), and EC562 (Advanced Engineering Electromagnetic) under M.Tech programme and the same course may be offered for Ph.D scholars. HoD, EC, presented the syllabi in the APC meeting and the APC recommended to submit the course syllabi along with the DAC Minutes for verification.

**R5(3)/SENATE-XXI/20:** *The Senate **Recommended** to forward the updated syllabi of the above mentioned courses to the Chairman, Senate for approval.*

## **4) Proposal from ME Department to offer four more courses under Professional Electives I & II of B. Tech 4th Semester:**

ME Department proposed to offer ME 216 (Dynamics of Rigid Bodies), ME 218 (Production Management), ME 220 (Hydro Power System) and ME 222 (Renewable Energy) under Professional Electives I & II of B. Tech 4<sup>th</sup> Semester. HoD, ME Department presented the syllabi in the APC meeting and the APC recommended to submit the course syllabi as well as structure along with the DAC Minutes for verification.

**R5(4)/SENATE-XXI/20:** *The Senate **Recommended** to forward the updated syllabi of the above mentioned courses along with the Semester course structure for verification and approval of the Chairman, Senate.*

## **Item No.6:Modality for M. Tech Sponsored (Full Time/Part Time) Programme**

The modality for M. Tech Sponsored (Full Time and Part Time) Programme was prepared by a Committee in consultation with the Senate Chairman.

The detailed modality was presented as an annexure before the Senate and few comments/observations made by the Senate are as under.

- a) Under eligibility, Pt. 2(a) of the modality, the minimum CGPA/percentage obtained in the Bachelor's degree in Engineering/Technology to be set at 6 CGPA or 55%.
- b) Under Pt. 2(b), it was recommended to include "The candidate must have professional experience of **relevant discipline**". Moreover, the candidate may opt the M. Tech discipline based on his/her professional experience.
- c) Project work can be completed at their work place/Organisation upon allotment/consent of Co-Supervisor from the Organisation.
- d) Hostel will be provided by the Institute to Sponsored (Full Time) candidates.
- e) Under Sponsored (Part Time), Pt.1-Category is suggested to be modified as "Eligible candidate working nearby the feasible location can apply for the programme"
- f) Under Pt. VI-Duration of Programme is suggested to be modified as 'Classes for M.Tech sponsored part-time programme will be conducted **preferably** during the evening hours of working days and weekends".

**R6/SENATE-XXI/20:** *The Senate Resolved to Approve the modality for M. Tech Sponsored (Full Time/Part Time) Programme after incorporating the above mentioned suggestions.*

#### **Item No.7:Modality for Institute Employees applying for Ph.D/M.Tech Sponsored (Part Time) Programme**

The modality for Institute Employees applying for Ph.D/M.Tech Sponsored (Part Time) Programme was prepared by a Committee in consultation with the Senate Chairman. The detailed modality was presented as an annexure before the Senate and the same was analysed by the Senate during the meeting.

**R7/SENATE-XXI/20:** *The Senate Resolved to Approve the modality for Institute Employees applying for Ph.D/M. Tech Sponsored (Part Time) Programme as presented.*

#### **Item No.8:Early Ph. D Thesis Submission**

Mr. Telajala Venkata Mahendra is a Ph. D scholar of the Department of Electronics and Communication Engineering and pursuing Ph. D under the supervision of Dr. Anup Dandapat. Mr. Telajala had submitted an application requesting for permission to submit Ph.D Thesis under "early submission" clause. His application was forwarded through the Departmental Research Committee (DRC) to the Academic Section and the same, along with his research work credentials was presented before the Senate as an annexure. The matter was discussed at length in the meeting and the publications of the scholar were also reviewed. However, the Senate was not convinced in respect of his research work for allowing him to submit the Thesis under Early Submission. Instead, the Senate has suggested that Ph. D scholar may be motivated to carry out exceptional research work.

**R8/SENATE-XXI/20:** *The Senate **Resolved Not to Recommend** for allowing the scholar to submit Ph.D Thesis under “Early Submission” clause without carrying exceptional research work.*

#### **Item No.9:Ph.D Degree of Late K. Khate from CE Dept**

Mr. Kevinguto Khate was pursuing his Ph.D Programme as a Part -Time scholar of Civil Engineering Department, NIT Meghalaya. It was informed by his Supervisors that Mr. Khate expired on 16<sup>th</sup> of March, 2020.

Mr. Khate had submitted his thesis on 7<sup>th</sup> Aug, 2019 and the thesis exam reports were also forwarded to the supervisors for carrying out necessary changes/modification across the thesis by the scholar. The revised Thesis was yet to be submitted to the Academic Section. In the meantime, the Departmental Advisory Committee (DAC) of CE Department had submitted a note requesting the Senate for possibilities of awarding Posthumous Ph.D Degree to Late KevingutoKhate.

**R9/SENATE-XXI/20:** *The details in respect of Thesis Examination Reports were presented before the Senate as an annexure. The Senate analysed both the reports and noted that the examination report received from the Foreigner Examiner mentioned about **re-submission** of thesis. Considering this examination report, the revised thesis was yet to be submitted with necessary corrections/modifications and for which, the examination process was incomplete. Finally, the Senate **Resolved Not to Award Degree** because of incomplete examination process.*

#### **Item No.10: Introduction of Google Classrooms as an Online Teaching mode during Class Suspension**

As per the directives received from the Government of Meghalaya for closure of Educational Institutes in the state as a preventive measure against the outbreak of Corona Virus (COVID-19), NIT Meghalaya suspended all its classes, pre-scheduled interviews, conferences, workshops, etc , from 17<sup>th</sup> of March onwards.

As per suggestion of the Competent Authority in respect of introducing an alternative teaching mode i.e. online mode to the students during these periods, the Computer Centre of the Institute organised a department-wise training on Google Classrooms that to be used by every faculty of the Institute. Instruction manuals for the Google Classrooms were also shared among all the faculties and students.

**R10/SENATE-XXI/20:** *The Senate **Appreciated** the initiative taken by the Institute and **Resolved to Approve** the introduction of Google Classrooms as an Online Teaching Mode during this Semester period.*

#### **Items for Ratification:**

#### **Item No.11: Postponement of the Institute Cultural Festival, SHISHIR 2020**

A request was received from Dean (SW) to pre-pone the Cultural Festival (SHISHIR) of the Institute. The proposal was approved by Chairman, Senate and the dates for the Cultural Festival has been rescheduled in the Academic Calendar for Spring 2020.

However, as a precautionary measure to prevent the spread of novel Corona Virus, COVID-19, the Cultural Festival of the Institute is postponed until further notice.

**R11/SENATE-XXI/20:** *The Senate Resolved to Ratify the postponement of SHISHIR 2020 as presented.*

### Item No. 12: Academic Calendar for Autumn 2020

The Academic Calendar for Autumn 2020 as approved by Chairman Senate was presented before the Senate.

<b>AUTUMN SEMESTER (July-December, 2020)</b>		
1	Admissions & Course Registration	July 22-24, 2020 (Wed to Fri)
2	Commencement of Classes	July 27, 2020 (Mon)
3	Induction Programme for First Semester batches.	July 27-Aug 27, 2020 (Mon-Mon)
4	Last Date of Registration with Fine of Rs. 3000/-	July 27-31, 2020 (Mon- Fri)
5	Ph. D Comprehensive Examination	Aug 10, 2020 (Mon)
6	Last date for grade change appeal	Aug 11,2020 (Tue)
7	Ph.D Comprehensive Exam Result Submission	Aug 17, 2020 (Mon)
8	Mid Term Examinations	Sep 14- Sep 23, 2020 (Mon –Wed)
9	Mid Term marks entry into ERP Portal	Sep 29, 2020 (Tue)
10	Convocation Date	Oct 17, 2020 (Sat)
11	Annual Technical Festival (Cognitia)	Oct 14-16/18-20, 2020 (Wed-Fri)/Sun-Tue)
12	Completion of Registration Seminar for all eligible Ph.D scholars	Nov 2,2020 (Mon)
13	Last Day of Classes	Nov 13, 2020 (Fri)
14	Pre-Registration Counseling with Faculty Advisors	Nov 12-13, 2020 (Thr-Fri)
15	Display of Internal Marks and its entry into ERP Portal	Nov 12-13, 2020 (Thr-Fri)
16	Completion of M.Sc Project Presentations & Viva voce	Nov 09-13, 2020 (Mon-Fri)
17	End Term Examinations	Nov 16-25, 2020 (Mon-Wed)
18	Completion of M.Tech Project Presentations & Viva voce	Nov 18-25, 2020 (Wed-Wed)
19	Commencement of Classes for Spring 2021	Nov 26, 2020 (Thr)
20	Grades Submission by the HoDs(after analysing in the Department)	Dec 3- 4, 2020 (Thr-Fri)
21	Result Analysis by UG-PEC and PG-PEC	Dec 7-8, 2020 (Mon-Tue)
22	Declaration of Results	Dec 17, 2020 (Thr)
23	Winter Break (for UG students)	Dec 14- Jan 20, 2021 (Mon-Wed)
24	Course Registration for Spring 2021	Jan 21-22, 2021 (Thr-Fri)
25	Commencement of Classes	Jan 25, 2021 (Mon)
25	Last Date of registration with fine	Jan 25 –Feb 1, 2021 (Mon-Mon)



**R12/SENATE-XXI/20:** *The Senate **Resolved to Ratify** the Academic Calendar for Autumn 2020 with a recommendation of minor changes as incorporated and shaded in the Academic Calendar.*

## **Reporting Items:**

### **Item No. 13: Various Reporting Items**

#### **1) First Research Conclave of NIT Meghalaya held on 28th Feb 2020**

The First Research Conclave 2020 of NIT Meghalaya was held on 28th February 2020. Over 120 Research Scholars from NIT Meghalaya and other institutes of repute viz., IIT Guwahati, NIT Durgapur, Tezpur University, BARC attended and participated in the Research Conclave. All the Full Time Ph.D scholars of the Institute took active part in the event.

#### **2) HACKATHON 2020 and National Science Day Celebrations held on 29<sup>th</sup> Jan 2020 and 27-28th Feb 2020.**

The Centre for Innovation, Incubation and Entrepreneurship, National Institute Technology Meghalaya organized an "Internal Smart India HACKATHON 2020" on 29-01-2020 at NIT Meghalaya for encouraging the students to participate in Smart India HACKATHON (SIH) 2020. The centre has also taken active role to organise the National Science Day during 27<sup>th</sup> – 28<sup>th</sup> Feb 2020.

#### **3)The National Training Program (AREIS 2019) held during 4<sup>th</sup> - 13<sup>th</sup> Dec 2019.**

The National Training Program on “Advancements for Renewable Energy Integration Systems (AREIS 2019)” was organised by the Department of Electrical Engineering from 4th to 13th Dec, 2019. The training was funded by CSR Sponsored Project REC Transmission Projects Company Limited, New Delhi. This training program was designed to address recent advancements in the area of smart electric grid technologies related to integration of renewable energy sources, control techniques, protection technologies and big-data analytics.

**R13/SENATE-XXI/20:** *The Senate **Noted** the reporting items as presented and **appreciated especially** the efforts of the entire team associated in organising the 1st Research Conclave of NIT Meghalaya with a grand success.*

### **Item No. 14: 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.