

ABV-Indian Institute of Information Technology & Management Gwalior

Minutes of the 25th (02/2022) Senate Meeting held on 22nd August, 2022

The 25th (02/2022) meeting of the Senate was held on 22nd August,2022 at 11 am in MDP Centre, ABV-IIITM Gwalior.

The following were present in the meeting:

Prof. Sri Niwas Singh (Chairman, Senate), Prof. Kripa Shankar, Mr. Anurag Upadhyay, Prof. GK Sharma, Prof. Aditya Trivedi, Prof. S Tapaswi, Prof. R Sahu, Prof. KV Arya, Prof. PK Singh, Prof. Anurag Srivasatava, Prof. Joydip Dhar, Prof. Pankaj Srivasatava, Prof. Manoj Patwardhan, Prof. Gyan Prakash, Prof. Naval Bajpai, Prof. Manisha Pattaniak, Prof. Mahua Bhattacharya, Dr. Gaurav Agrawal (Special invitee), Dr. Binod Prasad (Special invitee), Mr. Pankaj Gupta (Registrar In charge and Secretary, Senate)

Prof. Manindra Agrawal, Prof. NL Sharda, Dr. Rajeev Jyoti, and Mr. Kunal Kapoor could not attend the meeting and granted leave of absence.

Chairman Senate welcomed all the members of senate, special invitees and senate secretary. The item wise minutes of the meeting are as follows:

Item 25.0 Opening remark and announcement by Chairman Senate, ABV-IIITM Gwalior

- Senate Chairman welcomed all the members in the 25th meeting of senate and happily informed about the NIRF 2022 ranking of the institute. Despite the faculty shortage, ABV-IIITM Gwalior secured 78 NIRF rank in Engineering and 64 in management categories. It is better than previous year NIRF 2021 ranking in Engineering which was 106.
- Results of 2021-22 academic year are declared except the first year which will declared soon.
- Five departments (CS, IT, EE, AS, MS) are created and the HoDs are appointed. This is an agenda point for information.
- Six dean positions (DOAA, DOFA, DORC, DODP, DOSA, DOEAR) have been created. Feedback of faculty members and students are obtained. The appointments of Deans will be announced soon.
- Exit option to 5yrs integrated programs students are implemented.
- Branch Change option is proposed and a new agenda is being placed in this meeting,
- Travel support to BTech/MTech students for attending the conferences is planned and will be put up to board for approval.
- To increase the research of Institute, good research oriented MTech students will be given option to convert the MTech to PhD program. It is an agenda point in this meeting. BoG asked the Institute to discuss to open the new departments in emerging areas.
- There is a plan for opening of new BTech and MTech programs subject to availability of residential accommodation.
- CPDA Rule has been approved by the BoG.

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 Chairman informed with sorrow about the sad demise of one of good student Mr Dheena C, 2019 batch from Hyderabad.

Item 25.1

Confirmation of minutes of 24th (01/2022) Meeting held on 23.05.2022

Resolution:

The minutes were deemed as confirmed after incorporating the concern of one senator who was special invitee in 23rd senate meeting held on 4th February 2018, regarding the curriculum revision (Agenda no. 22.4).

In 23rd Senate meeting, new curriculum was presented, and some suggestions were provided. Minutes states "It was decided to incorporate these suggestions for further action. Chairman Senate was authorised for this." But member said that this was not discussed in that senate.

Also, Senate chairmen, who were Director or Interim Director during Feb 05, 2018 to April 07, 2022, did not hold a single senate meeting (minimum requirement is 4 per year) which is huge violation of Act and Statute of this Institute.

Item 25.2

Action Taken Report of 24th Senate Meeting

Resolution:

The Action Taken Report of 24th Senate Meeting is noted.

Item 25.3

Confirmation of Award of Ph.D. Degree after 23rd May 2022

Resolution:

The senate approved and confirmed award of PhD degree of following two students.

Name	Supervisor(s)	Thesis Title	Viva-Voce held on
Pankaj	Dr. Gaurav Agrawal	Analyzing Barriers of Weather Index Insurance Adoption and Designing Customer Centric Insurance Service Blueprint using Fuzzy-ISM and Quality Function Deployment	02.06.2022
Vishal Pradhan	Prof. J. Dhar Dr Ajay Kumar	Software Reliability Growth Models with Various Environmental Factors and Optimal Release Behavior	01.07.2022

Item 25.4

Results of IPG/MBA/M. Tech and B Tech - CSE for 2022 passing out batches including the backlog students

Resolution:

The senate approved the results of of B. Tech./IPG/MBA/M. Tech. for 2022 passing out batches as presented.

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Item 25.5

Conversion of M Tech 2-year program in to the PhD program

Resolution:

The Senate has approved the conversion of M Tech 2-years program in to the PhD program effective from the academic year 2022. The same is Given in Annexure -I

Item 25.6

Information of creation of Departments and HODs

Resolution:

The senate noted the creation of Departments and congratulated the newly appointed of Head of the Departments.

Item 25.7

Internship Rules 2022

Resolution:

The senate approved the Internship rules as proposed from current academic year. The rule and application form are to be uploaded on the institute website. It is given in Annexure II.

Item 25.8

Ratification of Senate nominees to BoG

Resolution:

The Senate ratified the nomination of two faculty members: Prof. G K Sharma and Prof. Joydip Dhar as the senate nominee to the Board of Governor.

Item 25.9

Paper presentation in international conference with support of up to Rs 10,000/- (on reimbursement basis) once in program for B Tech/IPG/M Tech & MBA students

Resolution:

The senate recommended proposal for the BoG approval.

Item 25.10

Termination cases

Resolution:

The termination cases has been approved in principle and if any student appeal for reinstating with proper reason, the Chairman senate is authorized to look on case to case basis and may allow for the semester registration as per rule. The list is to be uploaded on the institute website for the information to the students.

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Item 25.11

Branch Change of UG Students

Resolution:

It has been approved by the Senate as proposed and it will be implemented from the admission of 2022 batch. It is given in Annexure III. Senate suggested to put these changes on the institute webpage and also inform to JOSAA.

Item 25.12

Creation of DPGC, DUGC and

- (a) Senate Post-Graduate Committee (SPGC)
- (b) Senate Under-Graduate Committee (SUGC)

Resolution:

It has been approved by the Senate as proposed the creation of

- (a) Departmental Under-Graduate Committee (DUGC)
- (b) Departmental Post-Graduate Committee (DPGC)
- (c) Senate Post-Graduate Committee (SPGC)
- (d) Senate Under-Graduate Committee (SUGC)

The additional members for SUGC will maximum 4 and the additional members for SPGC will maximum 5. Instead of two senate nominees, it will be only one. The details are given in Annexure IV.

Item 25.13

Discussion on Convocation 2022

Resolution:

Senate deliberated this matter in detail and opined as following:

- (a) As this proposed convocation is going to be held after 5 years, a proper team should be formed to organized the event in best way.
- (b) Convocation can be planed before arrival of first year students so that hostel accommodation can be provided to degree/award recipients.
- (c) Indian dress can is used for degree recipients, senators and other guests.
- (d) PhD degree and awards should be given on the stage for batches 2018 to 2022.
- (e) Institute should try to give other degrees on the stage during the convocation for 2022 passing out batch.
- (f) For Chief guest, one from ISRO/DRDO past or present chairmen or big startup company CEO or IT company head or Dr K Kasturirangan can be thought of.

Item 25.14

Approval of Institute Gold Medals to be given in Convocation

Resolution:

The senate approved the list of students proposed for the Gold Medals to be given in the upcoming Convocation. The list should be uploaded on the institute website so that any correction in name, roll number, CPI, etc. suggested by students can be corrected.

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Item 25.15

List of students opted for exit from IMT/IMG the programme

Resolution:

The list of students as proposed to Senate has been approved for exist with only BTech (IT) degree.

Item 25.16

Creation of the Faculty Awards

Resolution:

The senate welcomed and recommended the creation of Faculty Awards as proposed. It was suggested to give the award on the Foundation Day of the institute. The other modalities to be discussed in the upcoming BoG.

Item 25.17

Any other Agenda with the permission of Chair

Resolution:

(a) It was discussed in the meeting regarding scholarships granted to the students by the institute, central & state governments. The list of students getting scholarship is to be put up in the next senate meeting.

(b) Vision and Mission of the departments were discussed and it was suggested to form a committee of the HODs to discuss and prepare the vision and mission of the departments along with revisiting the institute vision and mission. The committee will be chaired by Prof. Gyan Prakash.

Item 25.18

Date of Next Meeting

Resolution:

It was proposed that a meeting will be held on November 17, 2022. If there will be a need of senate meeting just before convocation, a senate meeting can be convened in blended mode in short period of time.

Meeting ended with thanks to chair.

Chairman, Senate

Registrar In Charge

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Proposal for Conversion of Regular MTech. (2-year) to Regular PhD program

Objective

The objective of this proposal is to give option to the motivated and research oriented MTech students, who have completed one year program at ABV-IIITM Gwalior and admitted through CCMT counselling, wishing to obtain a Ph D degree. This will increase the PhD students in the Institute.

Eligibility for Conversion

Students who have been admitted in Two-year MTech. program through GATE and having 75% marks or equivalent CGPA/CPI at BTech/BE degree. Other requirements/conditions are

- 1. Only students with CGPA >8.00 on a 10-point scale with no pending backlogs and who have completed a minimum of 2 semesters and required credits in MTech program will be eligible to apply for the change to the Ph.D. program.
- 2. The student will be eligible for a Ph.D. stipend only from the time he/she is approved for enrolment as a Ph.D. student and for a duration as specified in ABV-IIITM Ph D ordinance. MTech duration will be counted in such calculation. Such a student, for Ph.D. credit requirement, may be treated as if he/she had joined the Ph.D. program afresh following the rules and norms mentioned in ABV-IIITM Ph D ordinance.
- 3. A formal application must be made by the student for converting to PhD Programme. Recommendation of thesis supervisor is mandatory. Student cannot chage the supervisor at the time of conversion.
- 4. A student converterd for Ph D programme will be governed by ABV-IIITM Ph D ordinance amended and updated time to time.

Award of Degree

Upon completion of all requirements, and on the recommendation of the Senate and with the approval of the Board of Governors of the institute, Ph D degree will be awarded. It must be noted that after conversion from M Tech to Ph D degree programme, M Tech degree will not be awarded.



ATAL BIHARI VAJPAYEE-

INDIAN INSTITUTE OF INFORMATION TECHNOLOGY & MANAGEMENTGWALIOR (M.P.) (An Institute of National Importance under Ministry of Education, GoI)

July 18, 2022

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Minutes of the meeting of the committee held on 14-06-2022, 01-07-2022, 04-07-2022 and 13-07-2022 to formulate the rules for Internships

The following were present in the meeting:

Prof. G.K. Sharma
 Prof. K.V. Arya
 Prof. P.K. Singh
 Dr. Gaurav Agrawal
 Chairman Member
 Member
 Convener

The committee discussed at length all the issues to allow students for internship in their final semester of 5-year IPG - M. Tech., 5-year IPG - MBA, 4-year B. Tech. (CSE) and 2-year M. Tech. Programmes. The committee recommends the following rules/provisions in the curriculum to allow students for the internship in the aforementioned programmes.

A. Prerequisites to make internship feasible for the B. Tech. VIII Semester, and IPG -M.Tech. and IPG - MBA X semester

- 1. The students shall be allowed to choose a course of his/her choice from the MOOCs or equivalent with the due approval from the institute in lieu of the elective courses of the B. Tech. VIII semester/M.Tech. X semester. Such approvals should be based on the recommendations of the duly constituted Academic committee for the purpose.
- 2. The students are required to successfully complete the above course in the same academic year, i.e., either in the prescribed semester or in the previous semester.

B. Eligibility Criteria/Entitlement

A student from 5-year IPG -M.Tech. IX / 5-year IPG - MBA IX / 4-year B. Tech. (CSE) VII / 2-year M. Tech. III semester is eligible to apply for the internship in India or research internship abroad provided he/she satisfies the following criteria:

- (i) The student is essentially required to registerinthe internship semester.
- (ii) The student should not have any backlog in any subject in the previous semesters.
- (iii) The student should not have any disciplinary action pending against him/her.
- (iv) The student should not have any financial dues against him/her.
- (v) A student is entitled to internship only once during his/her academic programme, i.e., either in the summer or in the last semester. The students who are not going for summer internship are required to do thesis work during that time.
- (vi) The student is not entitled to the institute scholarship during the period of internship.
- (vii) The student is required to vacate his/her hostel room if he/she is proceeding on the internshipin the last semester.

C. Internship in India/Abroad (Rules/Guidelines)

(i) A student from 5-year IPG - M. Tech. IX / 5-year IPG - MBA IX / 4-year B. Tech. (CSE) VII / 2-year M. Tech. III semester is eligible for the internship in India in the next semester provided he/she satisfies the eligibility criteriamentioned in Section B.

- (ii) Application form for the internship (refer to the enclosed Annexure-I) duly filled and forwarded by the supervisor(s) needs to be submitted to the institute academic office, at least four working days in advance beforethecommencementoftheinternship for the required prior permission and approval by the duly constituted Academic committee and Internship committee.
- (iii) Joint supervision by the institute faculty and an industry expert/ a faculty member in the CFTIs is also permissible, provided the industry expert possesses minimum Post Graduate qualification and 5+ years' experience.
- (iv) The student needs to submit a joining report through the ABV-IIITM Gwalior supervisor(s) with brief write up of the internship programme / project duly forwarded byhis/her mentor from the industry / faculty member in the CFTI to the institute academic office within the seven working days after the commencement of the internship.
- (v) The last semester internship for 5-year IPG M. Tech. will be evaluated for four credits (i.e., ITIT-5101), for 5-year IPG MBA it will be evaluated for an audit course (i.e., IMMG-4993), and for 4-year B. Tech. (CSE) it will be evaluated for fifteen credits (BCCS-4999). In case of 2-year M. Tech. programmes, the internship will be evaluated for four credits and these credits will be carved out of the thesis credits of the end semester.
- (vi) A 5-year IPG student, who does not go for internship in either summer or X semester, shall do a mini project of four credits or an audit course as the case may be, in the X semester along with his/her Major Project Part-II for evaluation towards the course Colloquium Based Summer Internship (ITIT-5101/IMMG-4993).
- (vii) Submission and evaluation of the thesis and the internship/project report: There will be two evaluations at the end of the final semester in order to complete the program. The first evaluation will be based on the submission and presentation of the thesis work and second will be based on the internship/project report submission and presentation. The grades will be awarded separately.

D. Research Internship Abroad (Rules/Guidelines)

- (i) This part/duration of the thesis work will be known as Research Thesis Part- II
- (ii) All students from 5-year IPG M. Tech. IX / 5-year IPG MBA IX / 4-year B. Tech. (CSE) VII / 2-year M. Tech. III semester are eligible for the Research Internship abroad in the next semester.
- (iii) Application form for the internship (refer to the enclosed Annexure-I) duly filled and forwarded by the supervisor(s) needs to be submitted to the institute academic office, at least fifteen days in advance beforethecommencementoftheinternship for the prior permission and approval by the duly constituted Academic committee and Internship committee.
- (iv) The student needs to submit a joining report through the ABV-IIITM Gwalior supervisor(s) with a brief write up of the research work, duly forwarded by the foreign supervisor/mentor, to the institute academic office within the seven working days after the commencement of the internship.
- (v) At the end of the semester, the foreign supervisor/mentor should submit an evaluation report (award of the grade).
- (vi) In case, the foreign supervisor does not submit evaluation report, an institute evaluation committee will evaluate the research work and award the grade.

It may kindly be noted that the above internship rules have been formulated to allow students for the internship in their academic programme and to keep the total number of credits and components unchanged as prescribed in the curriculum June 2019.

Submitted for kind perusal

(Gaurav Agrawal) (P.K. Singh) (K.V. Arya) Enclosure: Application form for the Internship (Annexure-I)

(G.K. Sharma)

DIRECTOR

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Rules for Change of Branch @ ABV-IIITM Gwalior

The option for branch change is given to the second-year meritorious students ABV-IIITM Gwalior The change of branch among the students having similar eligibility qualification may be allowed based on merit of B.Tech. (CSE)/IMT/IMG first year examination (effective from 2022 admissions) as per following rules:

- 1. Branch change option shall be allowable upon the consideration of academic merit at the end of the first year (I & II Semester), after taking into consideration the conduct of the student AND shall be independent of the category of the student. No reservation rules shall therefore apply under this option.
- 2. A notification to this effect shall be made by the Academic Section of the Institute, after the First-Year results of the B.Tech. (CSE)/IMT/IMG Degree Programmes are declared, and the desirous student shall have to apply for the same (in prescribed form given in *Annexure-A*), to be considered for Branch Change option.
- 3. After change of branch the number of students in that branch should not fall below the sanctioned intake by more than 10% and should not go above the sanctioned intake. For this purpose, the intake refers to the total sanctioned intake in the class exclusive of students from DASA and Study in India schemes.
 - If fee waiver student applies for branch change and he is allotted new branch, then such student will have to forfeit the status of Fee Waiver given to him, and student will have to submit full fees from odd semester of second year onwards. However, the merit-cum-mean scholarship will continue in the new branch too.
- 4. The option for branch change is applicable for all those students who have registered in B.Tech. (CSE)/IMT/IMG first year and fulfil following conditions:
 - a. Students should have passed their examinations (Semester-1 and -2) in one attempt (without any F-grade)
 - b. Student should NOT have dropped any course of the first year.
 - c. Student must have scored a CGPA greater than or equal to **8.00**, based upon all the prescribed Credits for the respective first year.
 - d. Conduct of the student in the first year at the Institute should be blemish free.
- 5. Maximum number of students permitted to change the branch shall be top 10% of the students' sanctioned intake in first year in their respective branch as per clause 3.
- 6. Branch change in second year shall be strictly in accordance with the branch merit list prepared by the Institute based on cumulative grade point average (CGPA) obtained by a student in the first year.
- 7. In case of "tie" of first year CGPA, the decision shall be taken based upon the Common Rank List (CRL) of the students concerned in the qualifying entrance examination (presently the JEE Mains Examination), based upon which the initial admission was

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- granted into the B.Tech. (CSE)/IMT/IMG Degree Program. Student having rank higher than the other shall be given the option first. (e.g., between the CRLs 2451 and 2651, the rank 2451 is treated as the higher rank).
- 8. Branch change in second year shall be made only against clear vacancy (due to failure in first year, cancellation, withdrawal, etc. of admission in first year) in a particular branch. After branch change, the intake must not be more than the approved intake.
- 9. The branch change is not permitted for B.Tech. (CSE)/IMT/IMG first year students, after the last date of notification from academic cell about the closure of admission process.
- 10. Option shall be deemed to have been availed off once the acceptance to that effect has been submitted by the student to the Academic Section. Option thus availed off is irreversible.
- 11. Applying for a branch change option does not guarantee of being allowed the change.
- 12. The consent of the parents is required in the prescribed form meant for the purpose (see *Annexure-B*).



अडल बिहारी बाजपेथी भारतीय सूचना प्रौद्योगिकी एवं प्रबंधन संस्थान, ग्वाल्निया (राष्ट्रीय महत्व का संस्थान, मानव संसाधन विकास प्रयालय भारत संस्थान के तहती Atal Bihari Vajpavec-Indian Institute of Information Technology & Management, Gwallor

Application form for Branch change

Date of registration in the Institute				
Email and mobile number				
Hostel address				
Home address including phone number				
Program [IPG M. Tech. / IPG MBA / B. Tech. (CSE)]				
Semester				
Preference for branch change	1. 2.			
Do you have any backlog in any subject in the previous semesters?	YES/NO			
Do you have any disciplinary action pending against you?	YES/NO			
Do you have any financial dues against you?	YES/NO			
Parent's consent is attached	YES/NO			
Decl	aration:			
I hereby declare that I have carefully read and un	derstood the instructions for the branch change and all rue to my knowledge. I understand that a disciplinary			
I hereby declare that I have carefully read and un the information presented above is correct and to	derstood the instructions for the branch change and all rue to my knowledge. I understand that a disciplinary			
I hereby declare that I have carefully read and un the information presented above is correct and to action shall be initiated against me, if any informa- Date:	derstood the instructions for the branch change and all rue to my knowledge. I understand that a disciplinary ation is found incorrect and/or half-truth.			
I hereby declare that I have carefully read and un the information presented above is correct and to action shall be initiated against me, if any informa- Date:	derstood the instructions for the branch change and all rue to my knowledge. I understand that a disciplinary ation is found incorrect and/or half-truth. Signature and Name			





भारतीय सूचना प्रौद्योगिकी एवं प्रबंधन संस्थान, ग्वालियर (राष्ट्रीय महत्व का संस्थान, मानव संसाधन विकास संवालय भारत सरकार के तहत) And Bihari Valpayer-Indian Institute of Information Technology & Management, Gwalion

Date:

Parent Consent Form

I	hereby	give	my	consent	for	my	ward
Mr./	Ms						
.of .	Batch	Roll No		studyi	ng in BT	ech (IT) +	M Tech
(IT)	B Tech (IT)	+ MBA/B	Tech (CS	E) at ABV-III	TM Gwal	ior to op	ot for the
bran	ch change to	IMT/IMG/I	BTech pro	gramme after	completin	ng first yea	ar (I & II
sem	esters) as per i	institute rule	е.				
Nan	ne of Parent:			S	ignature &	t name of	Student
Sign	nature						.15
Mot	oile No						Meup
Ema	nil Id:						,

Roles and Responsibilities of DUGC/DPGC/SUGC/SPGC

To have a proper coordination of departmental and institute academic activities, the Departmental UG Committee (DUGC), Departmental PG Committee (DPGC), Senate UG Committee (SUGC), Senate PG Committee (SPGC) are to be created. The involvement of students in these committees are required for various academic activities and future plannings.

Department Under-Graduate Committee (DUGC)

The Department Under-Graduate Committee (DUGC) consists of a convener (a faculty, nominated by the Head of the Department in consultation with the faculty of the Department), the Head of the Department, three faculty members, and two student representatives (chosen by HoD) for a period of one year. The tenure of the faculty members shall be two years, half of them retiring each year. In the first year, it will be decided by voluntarily by the members themselves otherwise, lots will be drawn to decide on the retiring members. The Department Undergraduate Committee (DUGC) advises the students in their academic programmes and makes recommendations to the SUGC in all academic matters.

The student members shall not participate when the cases of academic evaluation of the students are being considered, although the student's opinion might be sought prior to taking any decision. Functions of DUGC:

- Liaison with the Institute regarding the Under Graduate program.
- Welfare of UG students of the department, including monitoring and advising weaker students.
- Making the recommendation to SUGC in the students related matters.
- Scheduling of UG activities.
- B.Tech. Project allotment and grading.
- Initiatives to improve the Under Graduate program.
- Any other mattered referred to it by the Head of the departments

Department Post Graduate Committee (DPGC)

Each department shall have a Departmental Postgraduate Committee (DPGC) consisting of a Convener to be nominated by the Head of Department in consultation with the faculty of the department, and a minimum of *Two* faculty members to be chosen by the department, and *two students*, one from the Ph.D. and other from the M.Tech./MBA programme. If an M.Tech. programme does not exist both shall be from the Ph.D programme. The student members shall be chosen by the postgraduate students of the departments for *a period of one year*.

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The student members shall not participate when the cases of academic evaluation of the students are being considered, although the student's opinion might be sought prior to taking any decision. The function of DPGC are as follows:

- Liaison with the institute regarding the PG program.
- Welfare of PG students of the department, including monitoring and advising weaker students.
- · Scheduling of Post Graduate activities.
- Initiatives to improve the Post Graduate programme.
- Starting new programmes
- Making the recommendation to SUGC in the students related matters.
- · Any other mattered referred to it by the Head of the departments

Senate Under-Graduate Committee (SUGC)

Senate Under-Graduate Committee (SUGC) is a standing committee of the Senate. SUGC shall consists of one representative from each of the academic programmes (offering under graduate degree programmes) who must be convener of undergraduate programme committee and maximum four additional members, nominated by Senate Chairman, of whom one shall be retiring chairperson (if not otherwise a member) and two shall be under graduate students from BTech/IMT/IMG nominated by Dean of Academic Affairs. The SUGC will be headed by the Chairperson who will be nominated amongst the DUGC conveners and other faculty members. The Chairperson of the SUGC convenes and presides over the meetings. The SUGC has jurisdiction in the following matters concerning the undergraduate programmes of the Institute:

- o approval of new courses of instruction,
- o desirable modifications of courses already approved,
- o credit valuation of courses,
- o approval of the admission of first year students and others with advance standing,
- o recommending grant of degrees,
- o policy matters related to examinations,
- o evaluation of academic performance, and
- o such other related matters as may be referred to it by the Senate.

Functions of the SUGC consist primarily of general policy determination, coordination and review, but, the Senate retains the power of final review and decides such matters as may be brought in appeal before it. In discharging its responsibilities, the SUGC shall make full use of the appraisals and recommendations of the various academic departments concerned. The SUGC is assisted by the Departmental Under-Graduate Committees (DUGCs).

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Senate Post-Graduate Committee (SPGC)

The Senate Postgraduate Committee (SPGC) shall consist of one representative from each of the academic departments who must be the Convener of Department Post Graduate Committee (DPGC) and maximum five additional members:

- The outgoing Chairperson (if not otherwise a member)
- One Senate nominee to be nominated by Senate Chairman
- Three Students' nominees (one from each Ph. D., M.Tech., and MBA programmes and proposed by the Dean of Academics Affairs with consultation of students and approved by Senate Chairman).

The SPGC will be headed by the Chairperson who will be nominated the amongst the DPGC conveners. The SPGC has jurisdiction in the following matters, but not limited to, concerning the post-graduate programmes of the Institute:

- o the formal approval of new courses of instruction,
- o modifications of courses already approved,
- o the credit valuation of courses,
- o the formal approval of the admission of post-graduate students and their appointment as research scholars and fellows,
- o the admission of qualified students to candidacy for degrees,
- the conduct of oral and written examinations and monitoring the Ph.D., M.Tech., MBA, and 5th year of IPG, programmes

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o in such other related matters as may be referred to it by the Senate