

17th SPECIAL MEETING
OF
SENATE
MINUTES



NATIONAL INSTITUTE OF TECHNOLOGY
KURUKSHETRA

HELD ON: 17th June, 2011

**NATIONAL INSTITUTE OF TECHNOLOGY
KURUKSHETRA-136 119**

Minutes of the 17th Special meeting of the Senate of National Institute of Technology, Kurukshetra held on Friday, 17th June, 2011 at 11:00 a.m. in the Senate Hall of the Institute.

The following were present:

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| 1. Dr. Anand Mohan Director NIT, Kurukshetra | Chairman |
| 2. Dr. T.K. Garg Professor Mechanical Engineering Department NIT, Kurukshetra | Member |
| 3. Dr. S P Jain Professor Electrical Engineering Department NIT, Kurukshetra | Member |
| 4. Dr. V K Arora Professor Civil Engineering Department NIT, Kurukshetra | Member |
| 5. Dr. V K Sehgal Professor Civil Engineering Department NIT, Kurukshetra | Member |
| 6. Dr. S K Sharma Professor Mechanical Engineering Department NIT, Kurukshetra | Member |
| 7. Dr. A K Gupta Professor Electronics & Comm. Engg. Department NIT, Kurukshetra | Member |
| 8. Dr. A Swarup Professor Electrical Engineering Department NIT, Kurukshetra | Member |

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| 9. Dr. D K Soni Professor Civil Engineering Department NIT, Kurukshetra | Member |
| 10. Dr. Kuldeep Kumar Professor Mathematics Department NIT, Kurukshetra | Member |
| 11. Dr. N K Gupta Professor Civil Engineering Department NIT, Kurukshetra | Member |
| 12. Dr. S S Rattan Professor Mechanical Engineering Department NIT, Kurukshetra | Member |
| 13. Dr. K S Sandhu Professor Electrical Engineering Department NIT, Kurukshetra | Member |
| 14. Dr. Sudhir Kumar Professor Mechanical Engineering Department NIT Kurukshetra | Member |
| 15. Dr. Rajender Kumar Professor Department of Humanities & Social Sciences NIT, Kurukshetra | Member |
| 16. Dr. S K Madan Professor Civil Engineering Department NIT, Kurukshetra | Member |
| 17. Dr. (Ms.) Lillie Dewan Professor Electrical Engineering Department NIT, Kurukshetra | Member |

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| 18. Dr. S N Sachdeva Professor Civil Engineering Department NIT, Kurukshetra | Member |
| 19. Dr. S.K. Mahna Professor Physics Department NIT, Kurukshetra | Member |
| 20. Dr. B K Kaushik Professor Physics Department NIT, Kurukshetra | Member |
| 21. Dr. J K Quamara Professor Physics Department NIT, Kurukshetra | Member |
| 22. Dr. P J Philip Professor Department of Humanities & Social Sciences NIT, Kurukshetra | Member |
| 23. Dr. R S Bhatia Professor Electrical Engineering Department NIT Kurukshetra | Member |
| 24. Dr. G L Pahuja Professor Electrical Engineering Department NIT Kurukshetra | Member |
| 25. Dr. K K Singh Professor Civil Engineering Department NIT Kurukshetra | Member |
| 26. Dr. Rajoo Pandey Associate Professor & Officiating Head Electronics & Comm. Engg. Department NIT, Kurukshetra | Special Invitee |
| 27. Dr. Dinesh Kumar Associate Professor & Head Chemistry Department NIT, Kurukshetra | Special Invitee |

28. Dr. A.K. Singh
Associate Professor & Officiating Head
Computer Engineering Department
NIT, Kurukshetra
Special Invitee
29. Sh. G.R. Samantray
Registrar I/C
NIT, Kurukshetra
Secretary, Senate

The following members could not attend the meeting

1. Dr Ishwar Singh
Professor & Dean (Academic Affairs)
Department of Inorganic Chemistry
M D University, Rohtak
Member
2. Sh. Vijay Prakash Saha
Chair, WFO, Energy Saving Commission
Res: W-16, Green Park, New Delhi – 110016
Member
3. Dr. (Mrs.) Bani Chatterjee
Professor
Department of Humanities & Social Science
Indian Institute of Technology
Kharagpur (WB)
Member
4. Dr. R C Bhattacharjee
Professor
Civil Engineering Department
NIT, Kurukshetra
Member
5. Dr. (Ms.) Minati Baral
Professor
Chemistry Department
NIT, Kurukshetra
Member
6. Dr. Diwan Singh
Professor
Civil Engineering Department
NIT, Kurukshetra
Member
7. Dr. H K Sharma
Professor
Civil Engineering Department
NIT, Kurukshetra
Member
8. Dr. Dixit Garg
Professor
Mechanical Engineering Department
NIT, Kurukshetra
Member

9. Dr. Surjit Angra
Professor
Mechanical Engineering Department
NIT Kurukshetra

Member

10. Dr. Paras Ram
Associate Professor & Head
Mathematics Department
NIT, Kurukshetra

Special Invitee

Item 17.1: To confirm the minutes of the 16th meeting of the Senate held on 24.01.2011

The minutes of 16th meeting of the Senate were confirmed.

Item 17.2: To consider the proposal for minimum attendance requirement for eligibility to appear in the end semester examination in all courses of UG & PG programmes

The Senate considered and approved following attendance requirement rule to be effective from the Academic Session 2011-2012.

Attendance Requirement Rule:

In order to be eligible to appear in the end semester examinations in a subject in a semester, the student must have:

- (i) Registration in the semester
- (ii) His/her attendance must be 75% or more out of total no. of classes held in each subject (i.e. lectures + tutorials in the theory courses and practical hours in practical courses). If a student falls short of this minimum required attendance, he/she will automatically be awarded "Fail Grade" i.e. F Grade and shall be required to repeat the studies of that particular course.

Provided that:

- (a) If the Cumulative Attendance (CA) of the student in all the theory and practical courses for which he/she registers himself/herself in a semester is 75% or more, the student shall be eligible to appear in end semester examination of all the theory and practical courses, if in no subject his/her attendance is less than 70% else the student shall be required to repeat the course(s) in which his/her attendance is less than 70%.

- (b) Further, if the CA of the student in the semester is also less than 75% then the student shall be eligible in the end semester examination only in those courses in which his/her attendance is 75% or more.
- (c) Under exceptional circumstances, the Director may relax minimum CA requirement to 65% on genuine medical grounds or other compelling reasons on the recommendations of the HOD and concerned Dean.
- (d) In extreme cases such as accident, the Director may relax the minimum CA requirement to 50% on the recommendation of the concerned HOD and Dean (Academic)/Professor Incharge (Academic Affairs & Senate).
- (e) The CA computation shall be done by the respective HODs for all UG & PG programs except for B.Tech 1st year. For B.Tech 1st year, the CA shall be compiled by Professor Incharge (Academic Affairs & Senate). For B.Tech 1st semester courses, the attendance computation shall be done w.e.f. the date of admission of the respective student. All the compiled CA information shall be forwarded to the Dean (Academic) within 3 days after the last teaching day of the semester for onward transmission to the Controller of Examinations for necessary action.

Item 17.3: To consider the proposal for academic progress monitoring in each subject of the UG/PG programmes

The Senate considered and approved the following procedure for monitoring the academic progress:

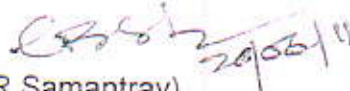
- (a) There shall be minimum of ten weeks of actual teaching in all the courses of different credits in both UG/PG programmes. If the teacher is on leave due to some other assignments, he/she will engage extra classes to complete the minimum required number of weeks of actual teaching.
- (b) "The Cumulative Monthly Attendance (CMA) of the student in respect of all the subjects, for which he/she registers, shall be compiled by the concerned HOD and shall be forwarded to the Dean (Academic). The compilation of the CMA shall be done after 5 weeks and 10 weeks from

the start of the semester. The compiled CMA shall be forwarded to the Dean (Academic) within 6 weeks and 11 weeks respectively from the start of the semester. In respect of B.Tech 1st Year courses, the academic progress shall be monitored and compiled by the Professor Incharge (Academic Affairs & Senate) and forwarded to the Dean (Academic).

- (c) Parents/Guardian of the students who are falling short of minimum attendance requirement shall be informed by the concerned HOD on the basis of CMA twice in a semester under intimation to the Dean (Academic).
- (d) An Undertaking from all the UG and PG students shall be taken at the time of admission/registration w.e.f. Academic Session 2011-2012 to the effect that they are aware of and fully understand the minimum attendance requirement rule and undertake to fulfill the same."

Finally, the Senate also confirmed the above minutes in this meeting and recommended that the above resolutions be implemented with effect from the academic session 2011-12.

The meeting ended with a vote of thanks to the Chair.


(G.R Samantray)
Registrar I/C & Secretary, Senate
NIT, Kurukshetra