

**NATIONAL INSTITUTE OF TECHNOLOGY
KURUKSHETRA-136119**

17th Special Meeting of the Senate		
Venue	:	Senate Hall, NIT, Kurukshetra
Date & Time	:	17th June 2011 at 11.00 a.m.

Item No.	Agenda Item	Pages
17.1	To confirm the minutes of the 16 th meeting of the Senate held on 24.01.2011	1
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	2-3
17.3	To consider the proposal for academic progress monitoring in respect of the subjects offered under UG & PG programmes	4
Appendix 17.1		5-16

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

The minutes of the 16th meeting of the Senate held on 24.01.2011 were circulated to all the members of the Senate on 27.01.2011. No comments were received on the minutes. The minutes are enclosed as Appendix 17.1 from page 5 to 16.

The Senate may confirm the same.

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 in its 13th meeting held on 03.12.2009 dispensed with the minimum attendance requirement to appear in the end semester examination w.e.f. even semester session 2009-2010. The matter was again discussed in the meeting of Deans chaired by Hon'ble Director on 08.06.2011 and it was unanimously agreed that the removal of minimum attendance requirement encourages absenteeism in the classes and adversely affects the syllabi delivery process. It was, therefore, decided that minimum attendance requirement should be reinforced w.e.f. the Academic Session 2011-12 for all UG & PG programmes of the Institute. The proposed modalities of minimum attendance requirements are given below:-

Proposed 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" 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.
- (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).

In no case, the student will be allowed to appear in the end semester examination with CA less than 50%.

The Senate may consider and approve.

Item 17.3: To consider the proposal for academic progress monitoring in respect of the subjects offered under UG/PG programmes

In the Deans' meeting held on 8.6.2011 chaired by the Hon'ble Director, it was resolved that the academic progress of the students in the different subjects should be monitored on monthly basis and the same be communicated by the concerned HOD to Dean (Academic) for review by the Institute. Accordingly, the following proposal for academic progress monitoring is being placed for the consideration of the Senate:

"The Cumulative Monthly Attendance (CMA) of the student in respect of all the subjects, for which he/she registers, shall be got compiled by the concerned HOD and the same shall be forwarded to the Dean (Academic). The compilation of the CMA shall be done after 30 days and 60 days from the start of the semester. The compiled CMA shall be forwarded to the Dean (Academic) within 40 and 70 days respectively from the start of the semester. In respect of B.Tech 1st Year courses, the academic progress shall be monitored and got compiled by the Professor Incharge (Academic Affairs & Senate) and forwarded to the Dean (Academic).

It is further proposed that:

- (a) Parents/Guardian of the students who are falling short of minimum attendance requirement be informed by the concerned HOD on the basis of CMA twice in a semester under intimation to the Dean (Academic)
- (b) An Undertaking from the newly admitted UG and PG students may be taken at the time of admission to the effect that they are aware of and fully understand the minimum attendance requirement rule and undertake to fulfill the attendance requirement."

The Senate may consider and approve the above proposal.

Minutes of the 16th meeting of the Senate of National Institute of Technology, Kurukshetra held on Monday, 24th January, 2011 at 11:30 a.m. in the Senate Hall of the Institute.

The following were present:

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| 1. Dr. Krishna Gopal
Director
NIT, Kurukshetra | Chairman |
| 2. Prof. R.K Bansal
Professor
Civil 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. R C Bhattacharjee
Professor
Civil Engineering Department
NIT, Kurukshetra | Member |
| 11. Dr. Kuldeep Kumar
Professor
Mathematics Department
NIT, Kurukshetra | Member |
| 12. Dr. N K Gupta
Professor
Civil Engineering Department
NIT, Kurukshetra | Member |
| 13. Dr. S S Rattan
Professor
Mechanical Engineering Department
NIT, Kurukshetra | Member |
| 14. Dr. K S Sandhu
Professor
Electrical Engineering Department
NIT, Kurukshetra | Member |
| 15. Dr. Sudhir Kumar
Professor
Mechanical Engineering Department
NIT, Kurukshetra | Member |
| 16. Dr. Rajender Kumar
Professor
Humanities & Social Sciences Department
NIT, Kurukshetra | Member |
| 17. Dr. (Ms.) Minati Baral
Professor
Chemistry Department
NIT, Kurukshetra | Member |
| 18. Dr. Diwan Singh
Professor
Civil Engineering Department
NIT, Kurukshetra | Member |

19. Dr. S K Madan Professor Civil Engineering Department NIT, Kurukshetra	Member
20. Dr. H K Sharma Professor Civil Engineering Department NIT, Kurukshetra	Member
21. Dr. (Ms.) Lillie Dewan Professor Electrical Engineering Department NIT, Kurukshetra	Member
22. Dr. S N Sachdeva Professor Civil Engineering Department NIT, Kurukshetra	Member
23. Dr. Dixit Garg Professor Mechanical Engineering Department NIT, Kurukshetra	Member
24. Dr. S K Mahna Professor Physics Department NIT, Kurukshetra	Member
25. Dr. B K Kaushik Professor Physics Department NIT, Kurukshetra	Member
26. Dr. J K Quamara Professor Physics Department NIT, Kurukshetra	Member
27. Dr. P J Philip Professor Humanities & Social Sciences Department NIT, Kurukshetra	Member
28. Dr. G L Pahuja Professor Electrical Engineering Department NIT, Kurukshetra	Member

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| 29. Dr. K K Singh
Professor
Civil Engineering Department
NIT, Kurukshetra | Member |
| 30. Dr. R K Sharma
Associate Professor & Head
Electronics & Comm. Engg. Department
NIT, Kurukshetra | Special Invitee |
| 31. Dr. Dinesh Kumar
Associate Professor & Head
Chemistry Department
NIT, Kurukshetra | Special Invitee |
| 32. Dr. Mayank Dave
Associate Professor & Head
Computer Engineering Department
NIT, Kurukshetra | Special Invitee |
| 33. Dr. Paras Ram
Associate Professor & Head
Mathematics Department
NIT, Kurukshetra | Special Invitee |
| 34. Sh. G.R Samantray
Registrar I/C
NIT, Kurukshetra | Secretary, Senate |

The following members could not attend the meeting

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| 1. Dr Ishwar Singh
Professor & Dean (Academic Affairs)
Inorganic Chemistry Department
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
Humanities & Social Science Department
Indian Institute of Technology
Kharagpur (WB) | Member |

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| 4. | Dr. K B Singh
Professor
Humanities & Social Sciences Department
NIT, Kurukshetra | Member |
| 5. | Dr. Surjit Angra
Professor
Mechanical Engineering Department
NIT, Kurukshetra | Member |
| 6. | Dr. R S Bhatia
Professor
Electrical Engineering Department
NIT, Kurukshetra | Member |

Item 16.1: To confirm the minutes of the 15th meeting of the Senate held on 03.07.2010

The Senate confirmed the minutes of the 15th meeting of the Senate held on 03.07.2010 as circulated to the members of the Senate and as per details furnished in the agenda item.

Item 16.2: To note the Action Taken Report on the minutes of the 15th meeting of the Senate held on 03.07.2010

The Senate noted the actions taken on the minutes of the 15th meeting of the Senate held on 03.07.2010 as per details furnished in the agenda item. While noting the action taken report under 15.2, the Senate observed that in future, the matter regarding the nomination to BOG be brought by the Secretary to the Senate well in advance prior to the expiry of the term of existing Senate nominated members.

Item 16.3: To consider and approve decisions taken in 30th to 33rd meetings of Standing Committee on Senate Affairs (SCSA)

The Senate considered the decisions taken in 30th to 33rd meetings of the Standing Committee on Senate Affairs. While considering the decision taken under Item 1 of the 31st SCSA meeting regarding the request of B.Tech 2006 batch students who have re-appear internal assessment in practicals, seminars and projects in Eighth Semester, it was decided that the students who have completed their B.Tech. 8th Semester of studies are required to register at the beginning of the semester. Also they will have to pay the registration fee @ of Rs. 5000/- per practical/viva- voce per subject (including design, minor/major project) and @ of Rs. 1000/- per theory paper (including seminar). This will be effective from session 2011-12.

Apart from above change, the Senate approved the decisions taken in 30th to 33rd meetings of Standing Committee on Senate Affairs.

Item 16.4: To consider remuneration to Foreign External Examiner for evaluation of Ph. D. Thesis

The Senate considered the remuneration to foreign external examiner for evaluating Ph. D. thesis and decided that the rates of remuneration for foreign external examiner for evaluation of Ph. D. thesis will be US \$ 300 + postal charges. The decision to increase remuneration will be implemented after getting approval from the Finance Committee and the Board of Governors.

Item 16.5: To note the admission status of various UG/PG Courses for the academic session 2010-11 at National Institute of Technology, Kurukshetra

The Senate noted the admission status of various UG/PG courses for the academic session 2010-2011 at National Institute of Technology, Kurukshetra as per details furnished in the agenda item.

Item 16.6: To consider approving name of the students to be awarded degree in the 8th Convocation and to note the result status of B.Tech. 2006 batch students

The Senate considered and approved the award of degrees to the graduates of B.Tech., M.Tech., MBA, MCA and Ph. D. of NIT, Kurukshetra in the 8th Convocation as detailed in the agenda item 16.6. Further, the Senate authorized the Director to accord approval for the award of degrees in 8th Convocation, if some more students become eligible for the award of degrees later on but before 8th Convocation and also decided that the date of present meeting as the cut-off date be replaced by the list as on this date.

Further, the Senate also noted the result status of B.Tech. 2006 entry batch. The Senate observed that the result should be shown in an analytical way mentioning pass percentage in first attempt, students having CGPA in descending order so that analysis could be made on the quality of the graduates produced in comparison to their quality at the time of admission in this institute.

Item 16.7: To consider the approving the names of the students to be awarded medals and certificates in the 8th Convocation

The Senate considered and approved the award of medals and certificates as detailed in the agenda item. Further, the Senate authorized the Director to accord approval for the award of medals and certificates for additional students who become eligible for award later on but before 8th Convocation.

Item 16.8: To consider the request of Head, Physics Department for increasing number of fellowships for the eligible Ph.D. candidates

The Senate considered the request of Head, Physics Department for increasing number of fellowships for the eligible candidates. The Senate authorized the Director to temporarily transfer one vacant seat from any other department to the needy department. Further, the Senate decided that the Secretary of the Senate will seek

clarification from MHRD that the allotted scholarships are for a block of three years or on annual basis.

Item 16.9: To consider the request of some B.Tech. students who had been selected as volunteers in the XIX Commonwealth Games, Dehli by the Organizing Committee of Commonwealth Games for relaxation in attendance/sessionals during the training time/event time at Delhi

The Senate considered the request of some B.Tech. students who had been selected as volunteers in the XIX Commonwealth Games, Dehli by the Organizing Committee of Commonwealth Games for relaxation in attendance/sessionals during the training time/event time at Delhi and did not agree to their request.

Item 16.10: To consider the recommendations of the committee constituted for revising the Cumulative Professional Development Allowance (CPDA)

The Senate considered the recommendations of the committee constituted for revising the Cumulative Professional Development Allowance (CPDA) and decided that the same committee will re-consider the matters as per issues raised/discussions by the Senate members and will submit the revised recommendation within two days. The Senate further authorized the Director to take appropriate decision on the recommendations of the committee. (Revised report of the committee on CPDA as approved by the Director is enclosed in Appendix – I.)

Item 16.11: To re-consider the request of Mr. Raghwendra Tiwari, Roll No. 803/03 an ex- M.Tech. (EC&CE) student for granting extension for submitting M.Tech. dissertation

The Senate re-considered the request of Mr. Raghwendra Tiwari, Roll No. 803/03 an ex-M.Tech. (EC&CE) student for granting extension for submitting M.Tech. dissertation and authorized the Director to take decision in the matter.

Item 16.12: To consider the issue of including areas relating to surveying/GIS/Remote Sensing in the list of projects to be allotted to B.Tech Final year students as per decision taken by BOS of Civil Engg. Deptt. on the request of Dr. Mahesh Pal.

The Senate considered the recommendations of the Board of Studies of Civil Engg. Deptt. for including areas relating to Surveying/GIS/Remote Sensing in the list of projects to be allotted to B.Tech. Final year students and approved the same.

Item 16.13: To consider amendment in Ph.D Rules

The Senate considered the amendment in Ph. D. Rules and decided that a committee comprising Dr. S P Jain , Dean (Planning & Development) as Chairman, Dr. V K Sehgal, Dean (Faculty Welfare), Dr. A Swarup, Dean (Research & Consultancy) as members and Dr. K K Singh, Professor I/C (Academic Affairs & Senate) as Special Invitee be constituted. This committee will comprehensively review the existing Ph.D rules and will submit its report within a month.

Item 16.14: To consider payment of remuneration for examination work to faculty members

The Senate considered the issue of payment of remuneration for examination work to faculty members and decided that a Committee comprising Dr. V.K Arora, Dean (Students Welfare) as Chairman, Dr. Rajender Kumar, Controller of Exams and Dr. H.K Sharma, Professor in Civil Engg. Department as members be constituted to consider/frame the rules and regulations for examinations as well as payment of remuneration for examination work to faculty members.

Item 16.15: To consider the format of Provisional Degree Certificate to be awarded to the Research Scholars after declaration of Ph. D. result

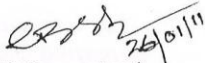
The Senate considered the format of Provisional Degree Certificate to be awarded to the Research Scholars after declaration of Ph. D. result After incorporating the changes discussed, the format was approved. (Format enclosed on Appendix – II)

Item 16.16: To consider the request of faculty appointed on adhoc/contract basis for admission to Ph.D part-time programme of the Institute

The Senate considered the request of faculty appointed on adhoc/contract basis for admission to Ph.D part-time programme of the Institute and decided that the committee already constituted for reviewing Ph.D Rules and Regulations will look into the request of faculty appointed on adhoc/contract basis.'

Under any other item, the issue of recognised universities for admission to PG programmes of the Institute was raised and it was decided the committee already constituted for reviewing the Ph.D Rules & Regulations will also look into this matter.

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


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

**NATIONAL INSTITUTE OF TECHNOLOGY
KURUKSHETRA-136119**

Dated: 25-1-2011

**Recommendations of the Committee constituted for revising the Guidelines for
CPDA to the faculty**

(vide 31st SCSA meeting minutes, dated 06-12-2010)

Reference : MHRD letter No. F. No. 23-1/2008-TS.II dated 18.8.2009 regarding reimbursement of Cumulative Professional Development allowance (CPDA)

The list of activities and the guidelines under CPDA are given below:

List of Activities:

1. Attending National / International Conference/symposium/workshop/special training in India / Abroad
2. Publishing (fee) in National / International Journals
3. Visit to Indian/ Foreign University/ Industry/ Exhibition/ for technical discussion/ networking
4. Membership of Professional Societies (National /International)
5. Purchasing books and subscription to Journals
6. Upgradation of computers; replacing computers /laptops; purchasing of web / digital cameras, mono/colour / multifunctional printers, cartridges, stationary
7. Course material preparation / teaching aids
8. Book writing
9. Purchase of software and /or data base upgradation
10. Upgradation / Repair of existing equipment / experimental set-up
11. Any other Item with prior approval of the Director

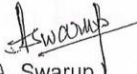
Guidelines:

1. Attending National / International Conference/symposium/workshop/special training; Visiting Exhibition/ Industry/ University in India / Abroad requires approval of the Director (Activity 1 and 3). The allowance can be utilized towards the following:
 - (a) Travel cost (TA/DA)
 - (b) Payment of registration fee / course fee
 - (c) Visa fee
 - (d) Medical insurance
 - (e) Boarding and lodging charges
 - (f) Any taxes admissible

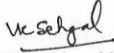
2. Period of deputation not to exceed 2 weeks during teaching days in an academic year and no restriction during vacation as long as the period does not exceed the duration of vacation. However, the Director can deny the permission in case of exigencies.
3. An advance may be admissible for approved activities 1 and 3 as per Institute Rules.
4. The reimbursement may be made within a month after the submission of claims. The claim be submitted within a month after the activity. The reimbursement for TA/DA will be as per institute rules.
5. The expenditure to the tune of Rs. 1 Lac per year be planned. Unspent balance will be carried over to the next block year cumulating for the full remaining period of the block. In case the expenditure exceeds one lakh in a year, the extra excess amount would be adjusted in the next block year with due approval.
6. Expenditure towards the purchase of books/ book writing shall not exceed Rs.15000/- in a financial year. Expenditure more than Rs. 15,000/- shall require prior approval of the Director.
7. The first block starts from 1st October 2009 and will be ending on 31st march, 2012.
8. The expenditure on the activities listed above is to be recorded and is auditable. The faculty member will be responsible for clarifying audit objection, if any.
9. The claims for reimbursement are required to be submitted in the Performa enclosed for activities which require prior approval.


(Paras Ram)


(Dinesh Kumar)


(A. Swarup)


(S K Sharma)


(V. K. Sehgal)

SK
Kag
21/11

NATIONAL INSTITUTE OF TECHNOLOGY
KURUKSHETRA-136119
Application for Cumulative Professional Development Allowance (CPDA)
Financial year for which the CPDA is required _____

- 1. Name & designation : _____
- 2. Department : _____
- 3. Nature of benefit : _____
- 4. Place & date of visit : _____
- 5. Journey details : _____
- 6. Name of the society / Journal : _____
(In case of membership)
- 7. Amount already incurred during : _____
current financial year on account
of CPDA along with details of
expenditure & item on which incurred
- 8. Details of expenditure : _____
- 9. Estimate of amount required : _____
- 10. Advance standing if any : _____

Date: _____ (Signature of the Applicant)

(To be filed by head of the department)

- 1. Work arrangement has been made by the faculty . Yes/No
- 2. Conference / activity is relevant/not relevant to the needs of the Department.
- 3. Specific recommendations:

Date _____ (Signature of the H.O.D.)

Funds are available for above mentioned activity in view of details furnished above _____

Deputy Registrar (Acs.) _____ (Registrar)

ALLOWED / NOT ALLOWED

Dean (faculty welfare)
Note: Supporting documents to be enclosed.

Director

Dean Office

Appendix-II

Sr. No.....

Regn. No.....

**NATIONAL INSTITUTE OF TECHNOLOGY
KURUKSHETRA**



PROVISIONAL CERTIFICATE

This is to certify that Mr./Ms. _____
son/daughter of Sh. _____ has completed
his/her Ph.D. in the Department of _____
on _____
His/her Ph. D. Thesis title is _____

Controller of Examinations

Dean (Academic)

Director

Dated: _____
Kurukshetra