

सत्ताईसवीं सिनेट बैठक का कार्यवृत्त

**MINUTES OF THE 27th SENATE MEETING OF
IIT MANDI**

2nd SEPTEMBER, 2020



भारतीय प्रौद्योगिकी संस्थान मण्डी
कमांद – 175075, हिमाचल प्रदेश

**INDIAN INSTITUTE OF TECHNOLOGY MANDI
KAMAND – 175075, HIMACHAL PRADESH**

**INDIAN INSTITUTE OF TECHNOLOGY MANDI
KAMAND, HIMACHAL PRADESH**



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Item No.	Agenda items	Page No.
27.1	To confirm the minutes of the 25 th and 26 th Senate meetings held on 29 th May, 2020 and 15 th July, 2020.	3
27.2	To receive a report on the actions taken to implement the decisions of the 25 th and 26 th Senate meetings held on 29 th May, 2020 and 15 th July, 2020.	3
27.3	To consider the new Academic Calendar and the teaching & evaluation plans for the August–December 2020 semester in view of the COVID-19 pandemic.	3-6
27.4	To consider the mode and timeline of the 8 th Convocation of the Institute.	6
27.5	Any other agenda item with the permission of the Chairman, Senate.	6-7
27.6	To report decisions / action taken by the Chairman, Senate.	7

INDIAN INSTITUTE OF TECHNOLOGY MANDI

Minutes of the 27th Senate Meeting of IIT Mandi held on 2nd September, 2020 at 4:00 PM in A1 NKN Room, IIT Mandi, Kamand.

The following members were present:

In the Chair

Prof. Ajit K. Chaturvedi, Director, IIT Mandi

Members:

Prof. N. Sathyamurthy, Former Director, IISER Mohali & Hon. Prof., JNCASR, Bengaluru
Prof. Rowena Robinson, Deptt. of HSS, IIT Bombay
Dr. Nadeem Akhtar, M/s Arista Networks
Prof. Venkataraman Ranganathan, Visiting Distinguished Professor, SHSS, IIT Mandi
Dr. Pradeep C. Parameswaran, Dean (Academics), IIT Mandi
Prof. S. C. Jain, Dean (I&S), SE, IIT Mandi
Dr. Venkata Krishnan, Dean (SRIC & IR), IIT Mandi
Dr. Vishal Singh Chauhan, Dean (F & A), IIT Mandi
Dr. Manoj Thakur, Dean (Students), IIT Mandi
Dr. Samar Agnihotri, Chairperson (SCEE), IIT Mandi
Dr. Viswanath Balakrishnan, Chairperson, SE, IIT Mandi
Dr. Syed Abbas, Chairperson, SBS, IIT Mandi
Dr. Rik Rani Koner, Co-ordinator, AMRC, IIT Mandi
Dr. Prosenjit Mondal, Co-ordinator, BioX Centre, IIT Mandi
Dr. Rajeev Kumar, Associate Professor (SE), IIT Mandi
Dr. Aditi Halder, Associate Professor (SBS), IIT Mandi
Dr. Srikant Srinivasan, Associate Professor (SCEE), IIT Mandi
Dr. Sunny Zafar, Assistant Professor (SE), IIT Mandi
Dr. Qaiser Jahan, Assistant Professor (SBS), IIT Mandi
Dr. Gopi Shrikanth Reddy, Assistant Professor (SCEE), IIT Mandi
Dr. Astrid Kiehn, Chair, Library Advisory Committee (LAC), IIT Mandi
Dr. Amit Jaiswal, Chief Warden, IIT Mandi
Mr. Naresh Singh Bhandari, Deputy Librarian, IIT Mandi
Shri K. K. Bajre, Registrar & Secretary-Senate, IIT Mandi

Invitees:

Dr. Anil Kumar Sao, Associate Dean (Course), IIT Mandi
Dr. Arnav Bhavsar, Associate Dean (SRIC) and Associate Professor, SCEE, IIT Mandi
Dr. Kunal Ghosh, Chair, CPC, IIT Mandi
Dr. Bharat Singh Rajpurohit, Associate Professor, SCEE, IIT Mandi
Dr. Dileep A. D., Associate Professor, SCEE, IIT Mandi
Dr. Ajay Soni, Associate Professor, SBS, IIT Mandi
Dr. Nitu Kumari, Associate Professor, SBS, IIT Mandi
Dr. Atul Dhar, Associate Professor, SE, IIT Mandi
Dr. Varun Dutt, Associate Professor, SCEE & SHSS, IIT Mandi
Dr. Arti Kashyap, Associate Professor, SBS & SCEE, IIT Mandi

Dr. Kaustav Mukherjee, Associate Professor, SBS, IIT Mandi
Dr. Ramna Thakur, Assistant Professor, SHSS, IIT Mandi
Dr. Tushar Jain, Assistant Professor, SCEE, IIT Mandi
Dr. Saumya Dixit, Assistant Professor, SHSS, IIT Mandi
Dr. Trayambak Basak, Assistant Professor, SBS, IIT Mandi
Dr. Bhaskar Mondal, Assistant Professor, SBS, IIT Mandi
Dr. Amit B. Pawar, Assistant Professor, SBS, IIT Mandi
Dr. Shubhajit Roy Chowdhury, Associate Professor, SCEE, IIT Mandi
Dr. Jinesh Machchhar, Assistant Professor, SCEE, IIT Mandi
Dr. Rajendra Kr. Ray, Associate Professor, SBS, IIT Mandi
Dr. Amit Prasad, Assistant Professor, SBS, IIT Mandi
Dr. Sayantan Sarkar, Assistant Professor, SE, IIT Mandi
Dr. Pratim Kundu, Assistant Professor, SCEE, IIT Mandi
Dr. Shyamashree Dasgupta, Assistant Professor, SHSS, IIT Mandi
Dr. Manas Thakur, Assistant Professor, SCEE, IIT Mandi
Dr. Adarsh Patel, Assistant Professor, SCEE, IIT Mandi
Dr. Prasad Kasturi, Assistant Professor, SBS, IIT Mandi
Dr. Muslim Malik, Associate Professor, SBS, IIT Mandi
Dr. Ankush Bag, Assistant Professor, SCEE, IIT Mandi
Dr. Amit Kr. Singha, Assistant Professor, SCEE, IIT Mandi
Dr. Hitesh Shrimali, Associate Professor, SCEE, IIT Mandi
Dr. Pradeep Kumar, Assistant Professor, SBS, IIT Mandi
Dr. Kalpesh Haria, Assistant Professor, SBS, IIT Mandi
Dr. Garima Agarwal, Assistant Professor, SBS, IIT Mandi
Dr. Himashu Pathak, Assistant Professor, SE, IIT Mandi
Dr. Subhamoy Sen, Assistant Professor, SE, IIT Mandi
Dr. Sandip Kumar Saha, Assistant Professor, SE, IIT Mandi
Dr. Satyajit Thakor, Assistant Professor, SCEE, IIT Mandi
Dr. Moumita Das, Assistant Professor, SCEE, IIT Mandi
Dr. Sreelakshmi PM, Assistant Professor, SCEE, IIT Mandi
Dr. Neha Kaushik, Assistant Professor, SHSS, IIT Mandi
Dr. Rajeshwari Dutt, Assistant Professor, SHSS, IIT Mandi
Dr. Narsa Reddy Tummuru, Assistant Professor, SCEE, IIT Mandi
Dr. Ashutosh Kumar, Assistant Professor, SE, IIT Mandi
Dr. Swati Sharma, Assistant Professor, SE, IIT Mandi
Dr. P. Anil Kishan, Assistant Professor, SE, IIT Mandi
Dr. Kala V. Uday, Assistant Professor, SE, IIT Mandi
Dr. Rajesh Ghosh, Assistant Professor, SE, IIT Mandi
Dr. Himashu Misra, Assistant Professor, SCEE, IIT Mandi
Shri Vivek Tiwari, Assistant Registrar (Academics), IIT Mandi also attended the meeting.

Following Senate members/invitees could not attend the meeting due to prior commitments:

Prof. Sunil R. Kale, Professor, Department of Mechanical Engineering, IIT Delhi
Prof. Yvonne Ditrriach, Adjunct Professor, SCEE, IIT Mandi
Prof. Ajit Padmakar Annachattre, Visiting Professor, SE, IIT Mandi
Prof. Ing. Balthasar Novak, Adjunct Professor, SE, IIT Mandi
Prof. Tarun Kant, Visiting Distinguished Professor, SE, IIT Mandi
Prof. Sumant Nigam, Visiting Distinguished Professor, SE, IIT Mandi

Prof. Rajan Kapur, Adjunct Professor, SCEE, IIT Mandi
Prof. Ramesh Oruganti, Adjunct Professor, SCEE, IIT Mandi
Prof. Kenneth E. Gonsalves, Distinguished Visiting Professor, SBS, IIT Mandi
Prof. Subrata Ray, Distinguished Visiting Professor, SE, IIT Mandi
Dr. Tulika P. Srivastava, Associate Dean (Faculty) and Dean (Faculty) I/c, IIT Mandi
Dr. Satinder K. Sharma, Co-ordinator, C4DFED, IIT Mandi
Dr. Puran Singh, Assistant Professor, SHSS, IIT Mandi
Dr. Devika Sethi, Associate Dean (International Relations), IIT Mandi
Dr. Suman Sigroha, Chairperson, SHSS & Course Coordinator HSS Courses, IIT Mandi
Dr. Rahul Vaish, Associate Dean (Research), IIT Mandi
Dr. Kaustav Sarkar, Associate Dean (Infrastructure), IIT Mandi
Mr. Aryan Singh, Student General Secretary, IIT Mandi (Special Invitee)
Mr. Anand Ramrakhyani, Student Academic Affairs Secretary, IIT Mandi (Special Invitee)
Mr. Partha Sarthi Nayak, Student Research Affairs Secretary, IIT Mandi (Special Invitee)

The Chairman Senate extended a warm welcome to all the Senate members and Invitees attending the 27th Senate meeting of the Institute.

Thereafter, following agenda items were taken up.

Item No. 27.1: To confirm the minutes of the 25th and 26th Senate meetings held on 29th May, 2020 and 15th July, 2020.

- It was noted that the minutes of the 25th Senate meeting held on 29th May, 2020 have been circulated and no comments were received so far. Therefore, the minutes were confirmed as circulated.
- Minutes of the 26th Senate meeting held on 15th July 2020 were circulated and the Senate noted that two comments were received on the Point No.11 of Item. No. 26.1 of the minutes of 26th Senate meeting. Considering these comments, the Senate decided to modify the minutes by adding the following line to the Point no. 11 at the end.

"If they complete the course, the credits thus earned will be counted in the appropriate basket."

With the above modification, the Senate confirmed the minutes of 26th Senate meeting held on 15th July, 2020.

Item No. 27.2: To receive a Report on the actions taken to implement the decisions of the 25th and 26th Senate meetings held on 29th May, 2020 and 15th July, 2020.

The Senate noted the actions taken on the implementation of decisions taken in its 25th and 26th meetings held on 29th May, 2020 and 15th July, 2020 respectively.

Item No. 27.3: To consider the new Academic Calendar and the teaching & evaluation plans for the August–December 2020 semester in view of the COVID-19 pandemic.

Based on the recommendations of the designated committee, the attached presentation (**Annexure-A; Page No. 8 to 16**) was made to the Senate by Associate Dean (Courses). After detailed deliberations, following decisions were made:

1. **The classes and assessments of August–December 2020 semester will be in online mode due to Covid-19 pandemic.**
2. The classes being online, the students will be suggested to register for only 15 credits (approx.) in this semester against the normal credit load of 20 credits. It was noted that even with the 15 credits this semester, final year students (UG and PG) will be able to graduate on time.
3. **Number of days for August–December 2020 semester shall be 65 days (54 days for classes + 3 days for study leave + 8 days for exam). The 54 days of classes were calculated in proportion considering the lowered credits of the semester as mentioned above.**
4. **All the Saturdays will be counted as teaching days for this semester.**
5. The courses shall be planned in such a way that the maximum students' strength in a course is limited to 40 as far as possible. Further, multiple instructors shall be involved for the assessment in course with students' strength of more than 40.
6. **Separate academic calendar shall be worked out for the first year B.Tech. students depending on the JEE Advanced 2020 schedule.**

The Senate discussed the two options of the revised Academic Calendar for the August–December 2020 semester proposed by the Committee in detail. The final approved version of the calendar, after incorporating the comments received from the Senate, is enclosed as **Annexure-B; Page No. 17.**

Some salient features of the approved calendar are as follows:

- The classes shall begin on 16th September, 2020.
- The students shall be informed about the evaluation pattern of the course by 1st October, 2020 by instructors and to the Class Committee Meeting (CCM) chair on or before 3rd October, 2020.
- The last date to add and drop a course will be 29th September, 2020 and 15th October, 2020 respectively.
- Considering that the August–December 2020 is a shorter semester, there will be only one Quiz in place of the two in regular semester. However, the faculty will have the freedom to go for additional tests such as surprise quizzes, assignments etc. as felt appropriate.
- There shall be two 'no instruction days' before the Quiz.
- The 16th November is made 'no instruction day' so as to provide a short break during the semester.
- The final Class Committee Meeting (CCM) and the grade submission will be on 7th December, 2020 and 8th December, 2020 respectively.

- Vacation for faculty members will be from 9th December, 2020 till 3rd January, 2021.
7. The following academic activities shall be conducted during 4th January-6th February, 2021 assuming that the students will be back on campus by then.
 - All the pending Lab and Practicum based teaching and evaluations of February–June 2020 semester.
 - The assessments of the courses (where the strength is more than 40) of the February–June 2020 semester.
 - Additional courses to meet the credit requirements of the students, if required.
 8. The classes for February–June, 2021 semester shall begin from 17th February 2021. The detailed academic calendar of that semester shall be worked out separately.
 9. The following additional points have also been approved by the Senate regarding the Teaching and Assessment of August–December 2020 semester.
 - Video lectures must be made available for the 3rd semester discipline core courses considering the uncertainty regarding the branch change.
 - Following modes are suggested for online evaluation: viva-voce, open book examination, assignments, term paper, mini project etc.
 - Different evaluation modes are allowed for students in the same course, based on their individual circumstances/infrastructure availability.
 - The conduct of all the laboratory and practicum courses shall be avoided for August–December 2020 semester. However, laboratory credit component of a course may be carried out through online modes, if possible and all students are equipped to participate and agree to do so.
 - For all the online evaluations of August–December 2020 semester, students shall be given a chance to improve the grades obtained (including F grade) when they are back on campus. The date of such make up exam shall be announced later. The cut off marks for grading in such cases shall be the same as that used for their batch mates. However, in order to limit such requests to genuine cases only, the grade obtained in the last exam ('last of the two' instead of 'best of the two') will be taken as the final grade in such cases.
 - If a course requires more time for teaching and assessment due to the nature of the course contents, permission may be sought from Dean (Academics) for additional time. However, this will be allowed only in deserving cases.
 - Students, who are expecting a branch change, may register for the courses of the desired branch, as well. If they complete such courses, the credits thus earned shall be counted in the appropriate basket.

10. The above academic plans and the academic calendar shall be reviewed in November 2020, if required.

Item No. 27.4: To consider the mode and timeline of the 8th Convocation of the Institute.

The Dean (Academics) explained the following considerations in order to decide the timing and mode of the 8th Convocation.

- (a) Safety of visitors and campus residents.
- (b) Urgency of conducting the Convocation.
- (c) Many of the graduands left the Institute abruptly in the month of March due to lockdown and many of them wish to come back to the campus.
- (d) The fact that this is a once in lifetime opportunity for the graduands to receive their degree in person and take photographs.

Informal feedback had been taken from the student secretaries. Wherein, a majority of the graduands like to have a physical Convocation. Provisional certificate is sufficient for joining a job or higher studies and there is no urgency for conducting the Convocation. However, it was noted that the early declaration of awards, medals, minors etc. would help students to update their CVs for various purposes.

Considering all these aspects, the Senate decided the following:

- (i) The Senate authorized the Chairman, Senate to approve the Medals, Awards and Minor degrees etc. on the recommendations of the appropriate committees and/or Dean (Academics) as soon as the lists of recipients are ready, which may also be announced subsequently.
- (ii) The scheduling of the Convocation may be considered in November, 2020.

Item No. 27.5: Any other agenda item with the permission of the Chairman, Senate.

Dr. Swati Sharma pointed out difficulties in assigning attendance grades to students in online teaching. As per the attendance policy of the Institute, the percentage of attendance in a course is indicated by one of the codes as shown below:

Attendance Rounded	Remarks	Code
92 to 100 %	Very Good	VG
80 to 92%	Good	G
70 to 80 %	Satisfactory	S
< 70%	Poor	P

- Considering the difficulties in monitoring the attendance in online teaching, it was considered to include the 'Not Applicable' remark and a corresponding letter code to the above table.

- Along with this, the Senate also noted that the existing regulations allow a faculty member to have no minimum attendance criterion for the particular course. However, this option is not reflected appropriately in the above-mentioned attendance remarks and codes.

Considering the above, the Senate decided to incorporate an additional remark 'Not Applicable' with the code 'NA' to the existing attendance remarks and codes. This new code may be used if the instructor decides to have no minimum attendance criteria and records it in the 1st Class Committee Meeting (CCM) minutes.

Considering the constraints associated with the online learning, the Senate also decided to allow the students with < 70% attendance (i.e. those with attendance code 'P' in a course) to appear in the end-semester examination until the pandemic situation improves and the classes resume on campus for regular teaching.

Item No. 27.6: To report decisions / action taken by the Chairman, Senate.

The Senate noted the decisions taken by the Chairman, Senate on behalf of the Senate.

The meeting concluded with a vote of thanks to the Chair and to the Members.

Dee Dae
18/09/20
Registrar & Secretary-Senate

Chaturvedi.
Chairman, Senate 19/9/2020