Agenda
6th Academic Council Meeting

SHAHEED BHAGAT SINGH STATE TECHNICAL CAMPUS, FEROZEPUR

(NBA and NAAC Accredited Autonomous Technical Integrated Campus Established by Government of Punjab)

VENUE: Committee Room, Block-D, SBSSTC Campus

DATE & TIME: 22-08-2016,   11:30 AM

CONTENTS

CONSITUTION OF ACADEMIC COUNCIL

S. No.	Nomenclature	Designation
1.	Dr T S Sidhu, Director, SBSSTC Ferozepur	Ex-Officio Chairman
2.	Nominee of State Govt.	Member
3.	Dr. Savina Bansal, Dean R & D, Nominee of VC, MRSPTU, Bathinda	Member
4.	Dr. A. K. Goel, Director, College Development, Nominee of VC, MRSPTU, Bathinda	Member
5.	Dr. Karanvir Singh, Controller of Examinations, Nominee of VC, MRSPTU, Bathinda	Member
6.	Dr. Balkar Singh, Director (College & Development), IKGPTU	Member
7.	Er. Ekonkar Singh, Deputy Registrar (Academics), IKGPTU	Member
8.	Er. Reetipal Singh, Associate Prof. (Academics) & Coordinator, BOS, IKGPTU	Member
9.	Dr. Sehajpal Singh, Prof. & Head Deptt.of Mechancial Engg. Guru Nanak Dev Engg. College, Ludhiana	Member
10.	Dr. Balwinder Singh, Associate Professor, GZS Campus CET, Bathinda	Member
11.	Er. Lalit Sharma Managing Director. M/s Young Industrial Corporation, D-320, Phase -8, Focal Point, Ludhiana	Member
12.	Mr Ravi Gupta, M/s Devraj Hi-Tech Limited, Ferozepur	Member
13.	Dr. A. K. Tyagi, Professor DASH, SBSSTC, Fzr	
14.	Dr. Lalit Sharma, Associate Director, SBSSTC Fzr	Ex-Officio
15.	Dr M.K. Kushwaha, Head ME, SBSSTC Fzr	Ex-Officio
16.	Dr Rajiv Arora, Head CHE, SBSSTC Fzr	Ex-Officio
17.	Dr Ajay Kumar, Head DASH, SBSSTC Fzr	Ex-Officio
18.	Dr Kultardeep Singh, Head EE, SBSSTC Fzr	Ex-Officio
19.	Dr Satvir Singh, Head ECE, SBSSTC Fzr	Ex-Officio
20.	Dr. Sanjeev Dewara, Head CSE, SBSSTC Fzr	Ex-Officio
21.	Mr Bohar Singh, Head CE, SBSSTC Fzr	Ex-Officio
22.	Dr. Sanjeev Dewra, TPO, SBSSTC Fzr	Ex-Officio

23.	Dr. Arun Kumar Asati, Associate Professor (ME), SBSSTC Fzr	Member
24.	Mrs. Daljeet Kaur, Associate Professor(CSE), SBSSTC Fzr	Member
25.	Dr Ajay Kumar, Associate Professor, DASH, SBSSTC Fzr	Member
26.	Mrs. Rajni, Associate Professor(ECE), SBSSTC Fzr	Member
27.	Mr. J.K. Aggarwal, , Associate Professor(ME), SBSSTC Fzr	Member
28.	Dr. Manjinder Singh, Dean Academics, SBSSTC Fzr	Ex-Officio
29.	Dr. Tejeet Singh, Dean Accreditation & Autonomy, SBSSTC Fzr	Ex-Officio
30.	Dr. N K Grover, Dean PG Studies, SBSSTC Fzr	Ex-Officio
31.	Mrs. Navneet Kaur, Dean Student Welfare, SBSSTC Fzr	Ex-Officio
32.	Dr. Rajiv Garg, Controller of Examinations, SBSSTC Fzr	Ex-Officio
33.	Mr.Manpreet Singh, Student, M.Tech. ECE, SBSSTC Fzr	Member
34.	Ms. Heena, Student, M.Tech. CSE, SBSSTC Fzr	Member
35.	Mr. Dheeraj Kumar, Student, B.Tech. 6th Sem. EE, SBSSTC Fzr	Member
36.	Mr. Komaljeet Kumar, Student, B.Tech. 6th Sem. CE, SBSSTC Fzr	Member
37.	Mr. Ravi Kumar Ravi, Sports Students, 6th Sem. ECE, SBSSTC Fzr	Member
38.	Ms. Harshita Aggarwal, Sports Student, 6th Sem. CHE, SBSSTC Fzr	Member

Item No. 6.1   **Confirmation of the proceedings of 5th meeting of Academic Council**

The approved proceedings of the 5th Meeting of the Academic Council held on 19-02-2016 were circulated to its members for information and comments, if any **(Annexure-I, Page No. 30-34)**. No comments have been received.

The approved proceedings of 5th Meeting of the Academic Council are placed for confirmation please.

Item No. 6.2 To report action taken on the decisions of the 5th meeting of the Academic Council

Item No. 5.1 Confirmation of the proceedings of 4th meeting of Academic Council

Decision: The proceedings of the 4th meeting of Academic Council were confirmed as no comments have been received from any member of Academic Council.

Action: No action is called for.

Item No. 5.2 To report action taken on the decisions of the 4th meeting of the Academic Council

Decision: The action taken report was approved by Academic Council (AC).

Action: No action is called for.

Item No. 5.3 Reconstitution of Committee for Dealing with UMCs (Unfair Means Cases in End Term Examinations)

Decision: The item was approved as proposed subject to the modification that the 3rd Member of the Committee "An Administrator" is replaced by "Dean Student Welfare" of the institute.

Action: The decision has been implemented.

Item No. 5.4 Remuneration for the Members of UMC committee

Decision: The item was approved with the additions that for TA/DA MRSPTU rules will be followed and internal experts will not be paid any TA/DA.

Action: The decision has been implemented.

Item No. 5.5 Ratification of appointment of Head Examiners for different subjects in the Department of Applied Sciences and Humanities.

Decision: The item was ratified as proposed.

Action: The decision has been implemented.

Item No. 5.6 Remuneration of various examination activities-regarding

Decision: The item was approved as proposed subject to the modification that the subject teacher will be responsible for uploading/submission of marks and will sign on the printed copy of marks along with the examiner. However, he/she will not be given any remuneration.

Action: The decision has been implemented.

Item No. 5.7 Ratification of the proceedings of 1st meeting of Internal Quality Assurance Committee (IQAC)-regarding

Decision: The item was ratified as proposed.

Action: Decision implemented.

Item No. 5.8 Ratification of decisions regarding 'Semester Grace' taken in HODs meeting held on 28-01-2016

Decision: The item was ratified as proposed.

Action: Decision implemented.

SUPPLEMENTARY AGENDA

Item No. 5.9 Modification of Course Code of the Academic Scheme adopted in the year 2015.

Decision: The item was approved as proposed.

Action: Decision implemented.

Item No. 5.10 Ratification of proceedings of the 2nd meeting of Board of Studies of School of Architecture.

Decision: The item was ratified as proposed.

Action: Decision implemented.

Item No.5.11 Declaration of result regarding

Decision The item was approved as proposed. Further, it was decided that DMCs shall be issued by the affiliated University as per the existing pattern followed in IKGPTU Jalandhar. In this regard, Dean Academics will communicate to the MRSSTU to issue DMCs to the students in line with the practice being followed at IKGPTU, Jalandhar.

Action: Decision implemented.

Item No.5.12 Honorarium and TA/DA for various Academic Activities Decision

The item was approved as proposed with the specific exception of cases dealt in Item No. 5.6.

Action: Decision implemented..

Item No. 6.3 Approval of Academic Calendar for Odd Semester (July to December 2016)

In the HOD's meeting, it was decided that the MRSPTU, Bathinda Academic Calendar will be followed for odd semester (July to December 2016) in the institution.

ODD SEMESTER (JULY to DECEMBER, 2016)

Sr No.	Event	Dates
01.	Summer Vacation	01/06/2016 to 15/07/2016
02.	Start of odd Semester for 2nd , 3rd and 4th years (except first semester)	25/07/2016
03.	Start of First Semester	01/08/2016
04.	First House Test	19/09/2016 to 24/09/2016
05.	Second House test	07/11/2016 to 12/11/2016
06.	External Practical Examination	25/11/2016 to 28/11/2016
07.	End of Semester Examination	02/12/20176 onwards
08.	Winter vacations	22/12/2016 to 02/01/2017

The item is presented before Academic Council for consideration and approval.

Item No. 6.4   Teaching scheme for the 2015 batch-regarding

A meeting of HOD,s was held on 17/5/2016. The following decisions were taken **(Annexure-II, Page-35)**:

1. There will be no six months Industrial Training. The Industrial Training scheme will be followed as per the scheme of the MRSPTU, Bathinda.

Accordingly, the following training schedule will be followed:

a)   Training- I: In house 4 week training during summer vacation after 2nd Sem

b)   Training-II: In house/ Indl. 6-week training during summer vacation after 4th Sem

c)   Training-III: In house/Indl. 8-week training during summer vacation after 6th Sem.

2. One credit Course of Professional skills at UG level will be offered in various semesters($3,4,5,6^{th}$ sem) to build up the aptitude of the students progressively, which includes,

(i)   Human values,

(ii) Written and oral Communication Skills,

(iii) Personality Development.

Contents of the above course will be different for different semesters and will be decided by BoS of deptt. of Applied Sciences and humanities.

One Credit Course for technical writing, presentation and personality development in various semesters and evaluation based on mid term papers and presentation of 10- minutes may be added at PG level.

3.   For B.Tech. courses minimum credit will be 180 i.e 176 as already approved in the academic council plus 4 credits for professional skills. For B. Arch., M.Tech., MCA, MBA, BCA the scheme will be followed as per MRSPTU, Bathinda.

4.   Examination cell has received a number of requests for refund/adjustment of reappear examination fees, as the students of 2015 batch want to repeat the course in next semester instead of appearing in end semester examination again. This will create a problem of logistics about maintaining this data. Further students may tend to misuse the provision of

refund/adjustment. So it is recommended that reappear examination fees should be non-refundable.

The matter is presented before Academic Council for consideration and approval.

Item No. 6.5 Ratification of evaluation of answer sheets of the subject Architectural Design – II outside the evaluation centre

The academic council has approved the evaluation process for end semester examination in its 4th meeting on 19/10/15, according to which all answer sheets should be evaluated in the evaluation centre. The head of department (B. Arch) had moved a noting dated 13/5/16 approved by Chairman Academic Council related to the evaluation of the subject Architectural Design – II. According to it, the evaluation of thi s subject i**s** to be done through conducting viva-voce by external and internal jury appointed by School of Architecture. Therefore, the evaluation of this subject was allowed outside the evaluation centre with the approval of the Director.

The approval has been attached at **Annexure – III, Page, 36.**

The matter is presented before Academic Council for ratification.

Item No.6.6 Approval for evaluation of answer sheets of the subjects related to Architectural Design outside the evaluation centre

The academic council has approved the evaluation process for end semester examination in its 4th meeting on 19/10/15, according to which all answer sheets should be evaluated in the evaluation centre. The head of department (B. Arch) has proposed that the evaluation of some subjects related to Architectural Design is to be done through conducting viva-voce by external and internal jury appointed by School of Architecture, vide noting dated 23/7/16. The list of the given subjects is:

Sr. No.	Subject Code	Subject Name
1	AR-301	Architectural Design - III
2	AR-401	Architectural Design - IV
3	AR-501	Architectural Design - V
4	AR-601	Architectural Design - VI
5	AR-801	Architectural Design - VIII
6	AR-901	Architectural Design - IX

The requirement raised by HOD (B.Arch) has been attached at **Annexure IV, Page-37.**

The matter is presented before Academic Council for consideration and approval.

Item No.6.7 Ratification of change in process of examination related to sealing and unsealing of answer sheets

The academic council has approved the examination process for end semester examination in its 4th meeting on 19/10/15. Further to achieve the fair evaluation, it was decided in HOD's meeting on 10/2/16 that the answer sheets should be sealed for secrecy before evaluation **(Annexure V Page, 38-40).** So, a new pattern of answer sheet was approved in this meeting. In this regard, the examination cell had initiated some changes in the process of examination with the approval of the Chairman Academic Council (Director). The details of these changes are as given below:

1. Answer sheets were sealed in the examination centre, as was the practice during PTU examinations.
2. After evaluation by the evaluator and head examiner in the evaluation centre, the packet was handed over to decoding team.
3. The decoding team is responsible for the unsealing of the answer sheets and preparation of award lists online.
4. Subsequently, the unsealed packets of answer sheets were handed over to the concerned faculty for safe custody.

The decoding activity should be separate from evaluation activity to ensure secrecy, as is being done by PTU Jalandhar.

For this decoding activity (unsealing and award list preparation), additional manpower was engaged, in the form of one checking assistant and one helper.

The minutes of meeting and approval has been attached at **Annexure V Page, 38-40.**

The matter is presented before Academic Council for ratification.

Item No.6.8 Ratification and Approval for change in process of dealing with reappear cases of 2015 batch

The academic council has approved the academic regulations for 2015 batch students in its 4th meeting on 19/10/15. As per the regulations, grade system was applied for these students. In case a student earns grade F (failure) in a particular subject, two situations are possible:

1. he/she has to repeat the subject when that subject is offered.

2. If he/she earns a Semester Performance Index (SPI) less than 3.5 in a given semester, he/she cannot be promoted to the next semester.

To help such cases, the following decisions were taken in HOD's meeting held on 8/4/16:

A. For the case cited at serial no. 1 above, the said students may or may not repeat the course. Instead, the following steps were taken:

1. The said students were allowed to exercise option of either repeating the course or appearing in end semester examination.
2. In latter case, the concerned subject teacher shall take the data of continuous evaluation already scored by the student and shall submit the grades and marks as per details below:
   - Grade F   total score < 33
   - Grade D   total score 33-50
   - Grade C   total score ≥ 50

B. For the case cited at serial no. 2 above, the calculation of minimum SPI is to be done on annual basis instead of semester to semester basis i.e. the minimum sum of SPI for a given academic year should be 7.

The minutes of meeting has been attached at **Annexure VI, Page,41-42.**

The matter is presented before Academic Council for consideration, ratification and approval.

Item No.6.9 Ratification of decisions taken in minutes of meeting of HODs held on 8/4/16 under the chairmanship of Chairman Academic Council Meeting regarding pattern of question papers

The academic council has approved the pattern of question papers to be used in end semester examination in its 3rd meeting on 28/8/15. To cater the requirements of mapping of course outcomes, it was decided in HOD's meeting on 08/04/16 that the pattern of question papers should be revised from May 2016 session onwards. As per the decision of this meeting, the following changes had been made:

1. For Bachelor's programmes (i.e. B. Tech, BSc IT & BCA) and MCA, all regular question papers were set having Section A as mandatory section containing ten subparts of Q.1. Section B consists of five questions of 8 marks each. Internal choice was given within a question by the paper setter. All the questions in section B should be mapped against course outcomes and the same should be mentioned on question papers.

2. For M Tech's (Full Time), all regular question papers were consisted of five questions of 20 marks each. Internal choice was given within a question by the paper setter. All the questions should be mapped against course outcomes and the same should be mentioned on question papers.

3. The externally set question papers were utilized in reappear examinations for above mentioned courses.

4. Only internally set question papers were used for regular examinations in May 2016 examination session as a special case for the above mentioned courses.

5. In future, the question papers pattern should be revised for regular and reappear examination of 2011 admissions onwards. Further, the earlier practice of setting of question paper (by external and internal paper setters) and use of such question papers in regular examinations should be followed.

The minutes of meeting has been attached at **Annexure VI A and VI B, Page, 41-43.**

The matter is presented before Academic Council for ratification.

Item No. 6.10   Approval for use of question papers of different formats

The academic council has approved the pattern of question papers to be used in end semester examination in its 3rd meeting on 28/8/15. To cater the requirements of mapping of course outcomes, it was decided in HOD's meeting on 08-04-16 that the pattern of question papers should be revised from May 2016 session onwards. So, the pattern of question papers had been altered as mentioned. As per the minutes of this meeting, the following question paper patterns are to be followed:

Course	Regular	Reappear
B. Tech	New pattern	New pattern / PTU pattern*
B.Sc. IT		
BCA		
M Tech Regular		
MCA		
M Tech Part time	PTU pattern	PTU pattern
MBA	PTU pattern	PTU pattern

*At present, the examination cell has some unused question papers available in different formats i.e. PTU format as well as changed formats. These question papers may be allowed to be utilized later as and when required irrespective of the format.

In future, the guidelines of setting of question papers by external paper setters as per new pattern, approved in HOD meeting on 08/04/16 , may be followed. (Annexure VI A and VI B, page 41-43).

The matter is presented before Academic Council for consideration and approval.

Item No.6.11 Grades of MRSPTU to be applied to 2016 batch onwards

Recently MRSPTU has visited the college campus regarding affiliation. During this visit, it was suggested by the university team that since the college is affiliated with MRSPTU, Bathinda, so to smoothen and expedite the process of declaration of the results, the grading system of university may be used for 2016 batch onwards.

The academic council has approved the academic regulations for 2015 batch onwards in its 4th meeting on 19/10/15. The details of the grading system approved in 1st IQAC meeting held on 13/01/16 and ratified in 5th Academic Council meeting on 19/2/16, for 2015 batch onwards are given below.

Grade	Weight	Description	Detail of marks
A	10	Outstanding	The grade A should be given to the students getting marks more than 85% or to the students at the most top 5%** of the class
B	8	Excellent	The grade B should be given to the students getting marks more than (Class average* + $\sigma/3$)
C	6	Good	The grade C should be given to the students getting marks in range (Class average* $\pm$ $\sigma/3$)
D	4	Pass	The grade D should be given to the students getting marks less than (Class average* - $\sigma/3$)
F	0	Fail	< 33%

The grading system of MRSPTU applicable to 2016 batch onwards is mentioned below:

Grade	Weight	Description	Detail of marks
A^+	10	Outstanding	>80% marks
A	9	Excellent	Based on conglomerates formed during distribution of marks with median taken as 51
B^+	8	Very Good	
B	7	Good	
C	6	Above Average	
D	5	Average	
E	4	Pass	≥30% marks
F	0	Fail	<30% marks
R	0	Detained on attendance basis	Student has to repeat the course when offered

The grading system as approved in 1st IQAC meeting is enclosed at **Annexure VII, Page 43-47.**

The grading system of MRSPTU applicable to 2016 batch onwards is enclosed at **Annexure VIII, Page 48-49.**

The matter is presented before Academic Council to decide whether we should continue our college grading system or follow MRSPTU grading system.

Item No.6.12   Approval for change in Remuneration norms for examination

As approved in 4th academic council, the remuneration norms for examination related activities had been fixed. The following revisions in these norms are proposed:

1. The evaluation centre is to be run and remuneration to be paid as per IKGPTU norms. However, the secrecy job is being done for the first time and is a separate activity, so remuneration has to be fixed separately. It is proposed that this decoding team consisting of a checking assistant and a helper may be allowed remuneration as per the rates fixed by IKGPTU for evaluation centre. (Annexure IX, Page,50)

2. As per the norms, the assistant to controller is to be paid at the rate of Rs 0.25 per answer book, clerk at the rate of Rs 0.50 per answer book and checking assistant at the rate of Rs. 1 per answer book. In the PTU evaluation centre, the number of answer sheets is very high and these sheets are distributed amongst various streams. Each stream engages one clerk and one checking assistant. So, the remuneration of assistant to controller is justifiable in relation to that of clerk or checking assistant in the evaluation centre. However, in the college evaluation centre, keeping in view the limited number of answer books to be handled, only one clerk and one checking assistant is engaged in the evaluation centre. As no extra persons are being engaged, so the expenditure is limited. In the present case, the remuneration of assistant to controller is only ¼ of that of the checking assistant and ½ of the clerk. This anomalyin remuneration amounts seems unjustified. So, it is proposed to increase the remuneration of assistant to controller to Rs 0.75 per answer book instead of Rs 0.25 per answer book. (**Annexure X, Page 51**)

3. As per UGC norms, the remuneration of Controller of Examinations should be Rs. 8000/- per month. Also, the remuneration norms for other positions are proposed to be revised as given below:

Chief Controller of Examination	Rs. 6000/- per month
Controller of examination	Rs. 8000/- per month
Deputy Controller (Secrecy & Conduct)	Rs.6000/- per month
Deputy Controller (Result & Evaluation)	Rs. 6000/- per month
Officer Software Development	Rs. 6000/- per month
Coordinator Software Dev.	Rs. 3000/- per month

The remuneration for all examination related activities is being paid as per the latest payment norms from IKGPTU/MRSPTU. The remuneration approved in the 5th academic council meeting on 19/2/16 for practical examination is also proposed to be paid with effect from session January-May 2016. In light of this fact, the above proposed revisions may be allowed with effect from session January-May 2016.

The matter is presented before Academic Council for approval.

Item No.6.13 Approval for course code for the proposed new scheme applicable to 2015 batch

The scheme and syllabi for first year subjects, applicable to 2015 batch had been approved in 4th meeting of the Academic Council. In this approved scheme the course code had been mentioned ending in alphabet "A", for example course code for Engineering Mathematics-I was BTAM101A.

The scheme for 3rd to 8th semesters is being put up to the academic council for approval in this meeting. The scheme consists of core courses, professional skills courses, departmental electives and open electives. To achieve unambiguous course coding, the following sequence of course codes is proposed:

1. All course codes should be of the form BTXXYYYA, where XX are alphabets and YYY are numerals. The set XX stands for a particular stream i.e.
   CH- Chemical Engg
   CE- Civil Engg
   CS- Computer Sci &
   Engg EE- Electrical Engg
   EC- Electronics & Comm
   Engg ME- Mechanical Engg
   HU-Humanities
   AP-Applied Physics AC-
   Applied Chemistry AM-
   Applied Mathematics

2. In the set YYY,
   a. The extreme left numeral depicts the semester of the given course that includes core courses, professional skills courses, and departmental electives.
   b. The middle numeral may be given value 0 (Zero) for core courses, 1 (one) for departmental elective subjects.
   c. The extreme right numeral may be given any value form one to nine.

For example, BTCH301A is a course code for Chemical Engg., third semester and core subject. BTME513A is a course code for Mechanical Engg, 5th semester and departmental elective.

3. In case these is an interdepartmental course being included in the scheme of a particular department (department K), the concerned department must ensure that:
    a. If the subject is already included in the scheme of the other department (department M) and the syllabus and other details are same, the same course code should be allotted to that course as has been done by department M.
    b. If the subject is already included in the scheme of the other department (department M) but the syllabus and other details for the subject being considered by department K are not the same, a different course code should be allotted to that course from that as has been done by department M.

For example, in ECE department, there is a subject Computer Networks which is also offered in CSE but the syllabi are different. So, the subject should be given separate code in terms of numerals to identify the unique feature of that course.

4. The Open Elective courses may be floated by any department. So, the alphabets XX will be replaced by the department code as mentioned in point no. 1. The extreme left numeral should be 9 followed by two numerals starting from 01.
   For example, BTME901A could be an open elective offered by Mechanical Engg to students of other departments.

5. If a given open elective is also core course or departmental elective for the department offering that course, it will have two codes, one in the normal scheme of that department and one code as open elective. For example, Total Quality Management may a departmental elective for Mechanical Engg in 6th semester as well as open elective for other departments. So, this subject will have course code BTME612A in Mechanical Engg. Scheme and course code as BTME903A.

The matter is presented before Academic Council for approval.

Item No.6.14 Approval of minutes of meeting of Board of Studies of Department of Applied Sciences and Humanities

The 3rd meeting of Board of Studies (BoS) of the Department of Applied Sciences & Humanities was held on 18.05.2016 to discuss the scheme and syllabi of various subjects offered to 1st year, B. Tech. Programme. Also, the scheme and syllabus of a new course Professional Skills for 3rd, 4th, 5th and 6th semesters of B. Tech. programme were discussed. In the said meeting, the following decisions were made:

1. It was decided unanimously to retain the scheme as well as the syllabi of various subjects of 1st year, B. Tech. Programme as decided in the BoS meetings held on 12.10.2015 and 21.08.2015 respectively except for the syllabus of Human Values & Professional Ethics (HVPE-101A) (Pl see attached **Annexure – XI, Page, 52 to 57).**

2. In the 2nd meeting of Board of Studies of the Department of Applied Sciences & Humanities held on 12.10.2015, the contact hours of the course, Human Values & Professional Ethics (HVPE-101A) was reduced from three hours to two hours which was subsequently ratified in the 5th Academic Council meeting held on 19.02.2016. Keeping in view of the reduced contact hours, it was unanimously decided to reduce the course content of the present syllabus of HVPE-101A. The details of the omitted content of the syllabus of HVPE-101A are mentioned in the minutes of the meeting held on 18.05.2016 attached as **Annexure - XI, page 58).**

3. A new course of Professional Skills of one credit (02 hours per week - activity based) is introduced at 3rd, 4th 5th and 6th Semesters of B. Tech. course (common to all branches) from 2016-2017 Academic Session and onwards keeping in view to enhance the employability skills of the graduating students. The details of the scheme and the syllabi (course content) as finalized in the meeting are attached in **Annexure -XI, Page 59 – 60.**

The minutes of 3rd Meeting of Board of Studies of the Department of Applied Sciences & Humanities are placed before the Academic Council for consideration and approval please.

Item No.6.15 Approval of Amendment in Board of Studies (BoS) of the Department of Applied Sciences & Humanities

In the 4th Academic Council meeting held on 19.10.2015, BoS of the Department of Applied Sciences & Humanities was approved. The Department of Applied Sciences & Humanities offers courses of various subjects viz. Physics, Chemistry, Mathematics, Communicative English (CE), Human Values & Professional Ethics (HVPE), and Professional Skills (PS) - newly added course for 3rd, 4th, 5th and 6th semesters. In the above mentioned BoS as approved in the 4th Academic Council, proper subject wise representation of experts is not there. Keeping in view of the fact, an amendment in the composition of the Board of Studies for various subjects is proposed as under as per the guidelines of UGC:

S. No.	Nomenclature as per UGC norms	Designation
1.	Dr. Gurusharan Singh, Professor, GZS Campus College of Engg. & Tech., Bathinda	Chairman
2.	The faculty of each discipline with different specializations Following faculty members are proposed: **Physics** 1. Dr. A.K. Tyagi, Professor **Chemistry** 1. Dr. Lalit Sharma, Associate Professor 2. Dr. Sangeeta Sharma, Associate Professor **Mathematics** 1. Dr. Anila Gupta, Associate Professor 2. Dr. Kulbhushan, Associate Professor **CE/ HVPE/ PS**	Members

		1. Dr. Kiranjeet Kaur, Associate Professor	
3.		Two experts in the subject from outside the institute to be nominated by the Academic Council.	Members

Following experts are proposed:

Physics

1. Dr. M. M. Sinha, Professor, SLIET, Longowal
2. Dr. Sandeep Kansal, Associate Professor, GZS Campus College of Engg. & Tech., Bathinda

Chemistry

1. Dr. Damanjit Singh, Associate Professor, SLIET, Longowal
2. Dr. Seema Sharma, Associate Professor, GZS Campus College of Engg. & Tech., Bathinda

Mathematics

1. Dr. Jaskaran Singh Bhullar, Principal, MIMIT, Malout
2. Dr. S. K. Srivastava, Associate Professor, BCET, Gurdaspur

CE/ HVPE/ PS

1. Dr. Suninder Tung, Professor (Psychology), GNDU, Amritsar
2. Dr. J. K. Behl, Associate Professor (English), BCET, Gurdaspur
3. Dr. S.B. Singh (ME), Retired Principal GNDEC Ludhiana, 241-New Model Town, Near Gurdwara Singh Sabha, Ludhiana

4.		One expert to be nominated by the Vice-chancellor from a panel of six recommended by the institute Director/ Chairperson of Academic Council.	Member

5.	One representative from industry/ corporate sector/ allied area relating to placement. 1. Mr. J. S. Gill, General Manager Eastman Industries Ltd., Focal point, Phase – V Ludhiana – 141 010, M. #: 9855723816 e-mail: gillj6707@gmail.com 2. Dr. Rajneesh Kamra Svimtech Software Pvt. Ltd., E 94 ELTOP Industrial Area, Phase 8 Mohali – 160 071, Contact #: 0172 5095525	Member
6.	One meritorious alumnus to be nominated by the Campus Director/ Chairperson of Academic Council.	Member
7.	The Chairman, Board of Studies, may with the approval of the Campus Director, co-opt: (y) Experts from outside the institute whenever special courses of studies are to be formulated. (z) Other members of staff of the same/ other faculty. (aa) Departmental TPO/ Nominee of T & P Cell.	Members
8.	HoD of concerned Department	Member Secy.

The term of the nominated members shall be of two years.

The above said composition of Board of Studies is put up before the Academic Council for consideration and approval please.

ItemNo.6.16 **Ratification of Minutes of meetings of Board of Studies of different departments.**

The 2nd meeting of Board of Studies of the following departments was held in the month of May- August 2016.

1. CSE
2. ECE
3. CHE
4. ME
5. EE
6. CE
7. MBA
8. MCA

The minutes of meetings of Department Board of Studies of these departments are placed at **Annexure-XII, Page,61-112.**

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The minutes of 2nd meeting of Board of Studies of all the departments are placed before AC Committee for consideration and Ratification please.