Minutes of the 4th regular meeting of the Senate of National Institute of Technology Hamirpur (HP) held on 4th November 2004 at 2.30 PM in the Conference Hall, NIT Hamirpur (HP).

The following were present:-

1.	Prof. Chandra Shakher Director, NIT Hamirpur (HP)	Chairman
2.	Prof. Ranvir Singh, Department of Hydrology, IIT Roorkee (Uttranchal).	Member
3.	Dr. A.S. Singha, Prof. & Head, Applied Science & Humanities Department and Dean (Academic) NIT Hamirpur (HP).	Member
4.	Dr.Virender Kumar, Prof. & Head Civil Engineering Department, NIT, Hamirpur.	Member
5.	Prof. J.N.Sharma, Applied Sc. & Humanities Department NIT, Hamirpur.	Member
6.	Dr.Sushil Chauhan, Assistant Prof. & Dean (IRD), Electrical Engineering Department, NIT Hamirpur (HP).	Member
7.	Dr.Sunand Gupta, Assistant Prof. & Dean Student Welfare Department of Mechanical Engineering NIT, Hamirpur (HP).	Member
8.	Dr.Y R Sood, Assistant Prof. & Head, Department of Electrical Engineering, NIT Hamirpur (HP).	Member

9.	Dr.Rakesh Sehgal, Assistant Prof. & Head, Department of Mechanical Engineering, NIT, Hamirpur (HP).	Member
10.	Dr.Lalit Kumar, Assistant Prof. & Head, Computer Science & Engineering Department, NIT Hamirpur (HP).	Member
11.	Dr.Vinod Kapoor, Assistant Prof. & Head, Electronics & Comm. Engg. Department, NIT Hamirpur (HP).	Member
12.	Smt. Minakshi Jain, Head, Department of Architecture, NIT, Hamirpur (HP).	Member
13.	Dr. A.K. Gupta, Assistant Prof. Department of Civil Engg., & Controller of Examinations, NIT, Hamirpur (HP).	Special Invitee

At the very outset the Director-cum-Chairman, Senate , National Institute of Technology Hamirpur welcomed the learned members of the Senate and then the agenda was taken up for discussion. In the absence of Secretary Senate, the Chairman authorized Dean, Academic to conduct the proceedings.

FIRST PART

Conformation of minutes of 3rd meeting of the Senate held on 30th December 2003 at 2.30 PM

Since no comments were received, therefore, the minutes of the last meeting held on 30th December 2004 were confirmed.

THIRD PART (NEW ITEMS)

The following decision were taken in the 4th meeting.

ITEM NO. 4.1 APPROVAL OF ACADEMIC CALENDAR FOR THE SESSION 2004-2005

The Senate approved the Academic Calendar for the Academic Session 2004-2005, is as under:-

ODD SEMESTER

1.   Registration for 2004-2005

i)	Registration for 1st & 3rd Semester	02-08-2004(Monday)
ii)	Registration for 5th , 7th and 9th Semester	03-08-2004(Tue)

2.   Orientation for freshers — 03-08-2004(Tue)

3.   Commencement of Teaching Work — 04-08-2004(Wed)

4.   Last date for Registration — 12-08-2004(Thu)

5.   First Mid Semester Examinations — 20-9-04 to 22-9-04

6.   Mid Semester Break — 18-10-04 to 21-10-04

7.   Cultural Festival — 3-11-04 to 5-11-04

8.   2nd Mid Term Examinations — 17-11-04 to 19-11-04

9.   End of class work — 03-12-2004(Friday)

10.   Departmental meeting regarding sessional & Attendance — 06-12-2004(Monday)

11.   Theory Examinations — 8-12-04 to 15-12-04

12.   Supplementary Examinations — 27-12-2004(onwards)

13.   Winter Break for students — 16-12-04 to 01-01-05

14.   Winter Break for faculty — 20-12-04 to 01-01-05

(3)

1.	Reporting date for faculty	03-01-2005(Monday)
	i) Registration for 2nd & 4th semester	03-01-2005(Monday)
	ii) Registration for 6th, 8th and 10th Semester	04-01-2005(Tuesday)
2.	Commencement of teaching work	05-01-2005(Wed)
3.	Last date for Registration	12-01-2005(Wed)
4.	Convocation	19-02-2005(Sat)
5.	First Mid Term Examinations	23-02-05 to 25-02-05
6.	Mid Semester Break	26-02-05 to 04-03-05
7.	Annual Athletic Meet	11-03-05 to 12-03-05 (Fri & Sat)
8.	2nd Mid Term Examinations	20-04-05 to 22-04-05 (Wed. to Fri.)
9.	End of Class Work	13-05-2005(Friday)
10.	Departmental meeting for Sessional & Attendance	16-05-2005(Monday)
11.	Theory Examinations	18-05-05 to 24-05-05
12.	Supplementary Examinations	06-06-2005 (Monday onwards)
13.	Summer Vacation for Students	25-05-05 to 31-07-05
14.	Summer Vacation for Faculty	30-05-05 to 31-07-05
15.	Declaration of Result	07-06-2005(Tuesday)
16.	Summer Semester	13-06-05 to 29-07-05
17.	Survey Camp and Summer Training for students	During the Summer vacation(Sch.will be notified by the concerned HODs)

The Senate considered the M.Tech. proposals submitted by various Departments and after detailed discussion it was decided that the following M.Tech. courses may be started in NIT Hamirpur immediately after obtaining approval from the Ministry of Human Resource and Development, and AICTE, New Delhi. The Syllabi, Academic Curriculum, Teaching schedule and Examination scheme etc submitted by the various Heads of Departments were also discussed and approved by the Senate as per Annexures shown against each course (attached with the agenda).

Sr.No.	Name of Department.	Name of M.Tech. Programme	Intake	Duration.	Annexure
1.	Civil Engineering	Water Resource Engineering	20	2 Years	A
2.	Electrical Engineering	Advanced Power System and Control	20	2 Years	B
3.	Electronics & Comm.Engg.,	CAD of Micro - architecture	20	2 Years	D
4.	Computer Sc.& Engineering	Computer Sc. & Engg.	20	2 Years	E
5.	Mechanical Engineering	Computational methods & Experimental Techniques in Fluid Dynamics & Heat transfer.	20	2 Years	G

It was further decided by the Senate that initially for two years 10 Nos M.Tech students will be admitted in each course discipline through 'GATE' and 10 Nos additional candidates in each course will be admitted as sponsored candidates. Ministry of Human Resource and Development, Govt. of India New Delhi may be requested to grant fellowship scholarship to 10 Nos students for each M.Tech. course @ Rs.5000/- per month. It was also decided that after two years, the progress of M.Tech. Programmes will be reviewed to start more M.Tech. Programmes in each discipline.

The Dissertation Thesis Code(700) in M.Tech. Programme will be uniform for all Departments. The Heads of various Departments will make necessary corrections in their Schemes and send the corrected copy of the scheme to Dean(Academic) for further necessary action. The subject Code for M.Tech. in CAD of Microarchitecture of Electronics & Comm. Engineering Department shall be 'ID"

ITEM NO.4.3   WEIGHTAGE OF DIFFERENT SEMESTER AWARDS TOWARDS B.ARCH. DEGREE.

The Senate has authorized the HOD, Architecture to obtain detailed information within 15 days from IIT, Roorkee, IIT, Kharagpur and School of Planning and Architecture, New Delhi regarding the procedure being followed by these Institution for the award of B. Architecture Degree. The Senate further authorized the Director & Chairman of Senate to take decision in this regard in consultation with the Dean(Academic) & Head, Department of Architecture after getting information from the above named Institutiuons.

Item No.4.4   APPROVAL FOR CHANGES IN THE STRUCTURAL ANALYSIS-I (CE-214) AND STRUCTURAL ANALYSIS-II (CE-221) COURSES.

The Senate has   the recommendations of the Departmental Board of Studies of Civil Engineering Department regarding changes in the Structural Analysis-I (CE-214) and Structural Analysis-II (CE-221) courses as per Annexure-I (attached with the agenda).

ITEM NO. 4.5   REGARDING CREDIT IN THE SUBJECT OF ENGINEERING ECONOMICS (HU-201) OF MECHANICAL ENGINEERING 2ND YEAR 4TH SEMESTER AT PAR WITH THE OTHER DEPARTMENTS.

The Senate has approved the Modification of the distribution of credits in the subject of Engineering Economics (HU-201) of Mechanical Engineering 2nd year 4th semester at par with other Departments, as approved by the Standing Committee of Senate vide item No-I of its meeting held on 30-8-2004, as under:-

Existing Distribution   Modified Distribution.

L	T	P	Credits		L	T	P	Credits
3	1	2	6		3	1	0	04

ITEM NO.4.6   PROVISION FOR IMPROVEMENT OF SGPI AND CGPI.

After detailed discussion the Senate has resolved that the decision taken by the Standing Committee of Senate vide item No.2 of its meeting held on 30-8-2004 regarding improvement of SGPI and CGPI in respect of the candidates who have SGPI less than 4.5 and CGPI less than 5.0, may be implemented as a special case for the present semester only. However, for future such candidates will be given Self Study Course for improvement of their SGPI CGPI and the evaluation process will remain the same as for regular students.

(7)

ITEM NO.4.7 REPLACEMENT OF" PCB LAB" BY "EMBEDDED SYSTEM LAB" IN 6ᵀᴴ SEMESTER IN THE ELECTRONICS AND COMMUNICATION ENGINEERING DEPARTMENT.

The recommendation of Standing Committee of Senate to replace the existing 'PCB LAB" by "Embedded Lab" of Electronics & Communication Engineering Department in 6th semester has been ratified by the Senate.

ITEM.NO.4.8 APPROVAL TO PERMIT THE CANDIDATES HAVING BACK-LOG TO REPEAT THE BACK-LOG SUBJECT/COURSE ONLY DURING THE SEMESTER IN WHICH THAT COURSE IS BEING RUN.

The Senate has ratified the decision taken by the Standing Committee of Senate vide item No.4 of its 5th meeting held on 30-8-2004 to permit the students who have to clear their back-log to repeat the subject only during the semester in which that course(s) is are being run. In case the candidate has no attendance shortage during the semester in which that course was studied earlier then he will not be enforced to attend the regular classes but the other requirements like Mid Term Examination and Class Tests etc. shall have to be completed by such candidate(s) at par with regular students.

ITEM.NO.4.9 MID TERM EXAMINATION IN THE SUBJECT OF ARCHITECTURAL DESIGN.

The Senate has approved that on analogy with other Institutes, where the Architecture course is being run, the centralized Mid Term Examination for the subject of Architectural Design may be discontinued and in lieu of the same, class Test be given by the concerned Teacher.

(8)

ITEM NO.4.10   EVALUATION OF MAJOR DESIGN PROJECT(THESIS DESIGN) SESSIONAL WORK AND PAYMENT OF HONORARIUM TO EXTERNAL EXAMINERS.

The Senate has resolved that as per the procedure being followed in IIT Kharagpur, the performance of various activities involved in the Project would be assessed individually at the end of each semester in which it is being carried out as per the curriculum. The student is required to submit a written report at the end of the semester. The Head of Department would appoint a Project Evaluation Board for the purpose of assessment. The Project Evaluation Board of the 10th semester would include an External Expert to be appointed by the Director from a panel recommended by the HOD.

The different components of evaluation and weights assigned to these components will be as under:-

      i) Supervisor's assesment   :40%

      ii) Project Report/Thesis   :20%
      (to be assessed by the board)

      iii) Evaluation Board's assesment   :40%

The student is required to give a seminar on the project work done. The evaluation board would conduct the viva-voce. Dates for conducting the seminar and the viva voce, to be held within ten days after the end-semester examination, would be announced in the academic calendar.

b) If a student due to non-completion of the project work cannot submit the final project report at the end of eighth semester for B.Tech. Degree or tenth semester for B.Arch Degree and does not appear before the evaluation board for the viva voce on the date fixed by the department in conformity with the academic calendar, may be granted extension of time not exceeding two months on the following conditions:

i) He She would be awarded one grade lower than the grade obtained by him her and

ii) He She would be deemed to have completed the requirements for the degree if applicable in the succeeding session.

The Head of the Department would constitute the Viva Voce Board(s) for conducting the comprehensive viva voce examination as per the requirement of the curriculum. The Board would decide the relative weights of the different aspects of the viva voce and decide the grades to be awarded to the students. The dates of the viva voce, to be conducted within ten days after the previous end semester examination, would be announced in the academic calendar.

It was further resolved that the External Examiner will be paid remuneration as under:-

i) Upto 15 candidates   Rs.500/-(Five hindered)

ii) For more than 15 and upto 30 candidates   Rs.1000/-(one thousands)

THE EXTERNAL EXAMINER WILL NOT EXAMINE MORE THAN 20 CANDIDATES IN A DAY.

The Senate also decided to enhance the Examination fee from Rs.300/- to 500/- per semester w.e.f the Even Semester starting from January, 2005.

ITEM NO.4.11   **CHARGES FOR PREPARATION OF TRANSCRIPTS.**

The Senate has approved that the fee for preparation/issue of transcripts to students of NIT, Hamirpur shall be charged as under:-

1. Transcripts (under grade scheme)   @Rs. 75/-per copy
    (Post 2006 Graduates)
2. Transcript (under old scheme)   @Rs.150/-per copy
    (Graduate/graduating during 1990 to 2006)

The Institution will prepare the Transcripts and in no case the students will be asked to prepare and submit the transcripts themselves.

ITEM NO.4.12   **CONVERSION OF CGPI/SGPI IN TERMS OF PERCENTAGE OF MARKS.**

The Senate has approved that the following conversion factor of SGPI CGPI in term of percentage of marks as being followed in IIT Delhi for the purpose of admission, may be followed by the NIT, Hamirpur (HP):-

%age of marks	10-point scale	9-point scale	6-point scale	4-point scale
55	6.25	4.78	3.19	2.13
60	6.75	5.34	3.56	2.38
70	7.50	6.19	4.13	2.75

in addition to above the Senate has also approved that for the purpose of employment a CGPI of 6.00 on 10-point scale shall be deemed equivalent to First Division

ITEM NO.4.13   APPROVAL FOR THE AWARD OF B.TECH. DEGREE BY NIT HAMIRPUR.

The Senate has approved the proposal to award B.Tech. Degree to the students who have passed out from this Institution during the session 2002-2003 and 2003-2004 in the Convocation to be held on 19-2-2005. The Senate has further resolved that in future Institute Convocation will be held every year on 2nd Saturday in the month of September.

The Senate has also directed the Controller of Examinations to prepare the list of eligible candidates for the award of B.Tech. Degree strictly on merit basis and supply a copy of the said list to all Hon'ble Members of the Senate alongwith the minutes of the Senate.

ITEM NO.4.14   INTRODUCTION AND MODIFICATION OF COURSES.

The Senate deferred this item and suggested that the proposal may be brought before the Senate in the next meeting after getting the same approved by the Joint Departmental Board of Studies.

The Meeting ended with Vote of Thanks to the Chair.

Dean(Academic),
NIT, Hamirpur (HP).