राष्ट्रीय प्रौद्योगिकी संस्थान हमीरपुर

हमीरपुर (हि.प्र.) – 177 005 (भारत)

NATIONAL INSTITUTE OF TECHNOLOGY HAMIRPUR

HAMIRPUR (H.P.) - 177 005 (INDIA)

(An Institute of National Importance under Ministry of HRD)

MINUTES OF 1ST EMERGENT SENATE MEETING HELD THROUGH EMAIL CIRCULATION ON DATE 22ND MAY, 2020 (FRIDAY).

The Agenda Items for **1st Emergent SENATE Meeting** of NIT Hamirpur was sent through email circulation to the Hon'ble members of SENATE for kind perusal comments/suggestions/approval **by 25th May, 2020.** Within stipulated time period no comment(s) was/were received.

AGENDA ITEM WISE DECISIONS OF 1ST EMERGENT SENATE MEETING
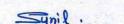
EMERGENT SENATE/MIN/01/05-2020/01:	To consider and approve criterion to workout number of seats for admission to PhD programme.

The Clause 8.1 of Ordinances for PhD programmes at point No.5 provides that normally a faculty member shall not supervise more than six PhD Research Scholars (including independent and shared Research Scholars) at a given point of time with a rider on maximum number of MHRD/ other ministries of Government of India funded fellowships decided by the Institute from time to time.

To this end, while taking due note of scarce fund availability during these years it is proposed that the number of MHRD (including MeitY) funded seats per department shall be 1.5 times the number of faculty members eligible for PhD supervision in that department. In the process every eligible faculty member will have one or at the most two MHRD/MeitY funded PhD Research Scholar(s) at given point of time. While working out vacant MHRD/MeitY funded seats for admission to PhD programme it will be eligible faculty based quota minus occupied seats in that department in the same category.

DECISION:

The Hon'ble members of the SENATE approved the proposal to workout number of seats for admission to Ph.D programmes, through email.

Sunil

EMERGENT SENATE/MIN/01/05-2020/02: Special Provisions to Manage Academic Activities and Examination of Final Year UG and PG Students, and PhD Scholars in Final Stage, in the wake of COVID-19 Pandemic.

Keeping in view the directives issued by the Government of India for COVID-19 pandemic and subsequent lockdowns, all educational institutions shall remain closed. Also, MHRD has issued directions on the issues related to the examination for avoiding academic loss and taking appropriate actions in the interest of students. The point wise provisions for the same is given as under:-

A. Fulfilment of Attendance Requirement

It shall be assumed that all students fulfil the minimum attendance requirement of 75% i.e. there shall be no case of short attendance.

B. Evaluation of UG Final Year (8th Semester B.Tech./Dual Degree and 10th Semester B.Arch.)

1. Theory Courses

SN	Component	Weightage	Remarks
1.	Mid Semester Examination	50%	• If a student has not appeared in Mid Semester Examination, then additional weightage of 50% shall be considered in Continuous Semester Assessment. However, maximum award to such student shall be restricted to 15 marks (i.e. 30%) in this component.
2.	Continuous Semester Assessment (assignments/tests/quizzes, etc.)	30%	
3.	CGPI	20%	• Tests and Quizzes already conducted as part of class in the campus shall only be considered.

2. Lab/Practical Courses

SN	Component	Weightage	Remarks
1.	Continuous Semester Assessment (Performance in practical/job/test/quiz/viva, etc.)	80%	Performance primarily assessed during lab/practical classes in the campus shall only be considered.
2.	CGPI	20%	

3. Major Project

SN	Component	Weightage	Remarks
1.	Mid Semester Evaluation (already done by the Committee)	40%	• The final versions of the Project Presentation (ppt or pdf) and Report (pdf) are to be submitted as softcopies. The certificate in the Report is to be enclosed as signed and scanned copy.
2.	Project Guide	40%	• Evaluation shall be done on the basis of (i) Project Work, (ii) Presentation and Knowledge, and (iii) Project Report.
3.	End Semester Evaluation (to be done by the Committee constituted by HoD through online mode)	20%	• Knowledge shall be judged through Viva-voce conducted on Skype or other online tool.

4. Office Training

SN	Component	Weightage	Remarks
1.	Evaluation by the Mentor (based on Certificate issued by the Mentor on completion of the Training)	50%	▪ The Committee shall evaluate a student based upon work done and knowledge gained.
2.	Evaluation by the Committee through Online mode (Committee shall be constituted by the HoD)	50%	▪ The Certificate and final version of the Training Report are to be submitted as softcopies. ▪ Knowledge shall be judged through Viva-voce conducted on Skype or other online tool. ▪ The quantification of marks based upon performance judged by the Mentor shall also be done by the same Committee.

5. General Proficiency

SN	Component	Weightage	Remarks
1.	Evaluation by the Committee through Online mode (Committee shall be constituted by the HoD)	100%	▪ Evaluation shall be based on the participation & performance in various co-curricular activities and conduct of the student during the entire duration of the programme. ▪ Submission of details and supporting documents for participation in co-curricular activities can be facilitated through Google Forms/Docs or other Apps/Tools or Email.

C. Evaluation of PG Final Year (4th Semester M.Tech./M.Arch./M.Sc./MBA and 10th Semester Dual Degree)

1. Theory Courses

SN	Component	Weightage	Remarks
1.	Mid Semester Examination	50%	▪ If a student has not appeared in Mid Semester Examination, then additional weightage of 50% shall be considered in Continuous Semester Assessment. However, maximum award to such student shall be restricted to 15 marks (i.e. 30%) in this component. ▪ Tests and Quizzes already conducted as part of class in the campus shall only be considered.
2.	Continuous Semester Assessment (assignments/tests/quizzes, etc.)	30%	
3.	CGPI	20%	

2. Lab/Practical Courses

SN	Component	Weightage	Remarks
1.	Continuous Semester Assessment (performance in practical/job/test/quiz/viva, etc.)	80%	Performance primarily assessed during lab/practical classes in the campus shall only be considered.
2.	CGPI	20%	

Sunil

3. Dissertation/Project

SN	Component	Weightage	Remarks
1.	Mid Semester Evaluation (already done by the Committee)	40%	• The final versions of the Dissertation/Project Presentation (ppt or pdf) and Report (pdf) are to be submitted as softcopies. The certificate in the Report is to be enclosed as signed and scanned copy.
2.	Supervisor Assessment	40%	• Similarity Index/Plagiarism report generated, assessed and verified by the Supervisor shall be considered.
3.	End Semester Evaluation (to be done by the Committee constituted by HoD)	20%	• Supervisor shall coordinate the evaluation on Skype or other online tool.

4. Seminar

SN	Component	Weightage	Remarks
1.	Evaluation by the Teacher/Committee (assigned/constituted by the HoD)	100%	The student whose Seminar has not been evaluated in the class, may be allowed to deliver it on Skype or other online tool.

D. Evaluation of Final Stages of PhD Programme

Unless, on-campus academic activities resume for PhD scholars, the following recommendations are made:

1. **PhD Oral Examination:** PhD scholar may be allowed to appear for Oral Examination through Skype or other online mode after observing codal formalities with regard to approval as per applicable clauses of Doctoral Ordinances. The approval may be sought through e-Office or as hardcopy by concerned supervisor. The thesis may be submitted as softcopy (duly signed and scanned). However, the hardcopies (as mentioned in Doctoral Ordinances) are to be submitted by the PhD scholar on resumption of academic activities in the campus.

2. **PhD Thesis Evaluation:** Thesis evaluation report submitted by the examiners as softcopy (signed pdf) shall be accepted.

3. **PhD Thesis Submission:** The PhD Thesis may be submitted as pdf (signed and scanned copy) through the supervisor.

4. **PhD Open Seminar:** Eligible and willing PhD scholar may be allowed to deliver Open Seminar through Skype or other online mode after observing codal formalities with regard to eligibility and approval as per applicable clauses of Doctoral Ordinances. The scholar shall submit request through email and supervisor & HoD shall move the case through e-Office or as hardcopy. The duly signed evaluation report may be submitted as softcopy (pdf).

5. Exemption/extension in time period for various activities such as Conducting Comprehensive Examination, Delivering State-of-the-Art Seminar and Open Seminar, Submission of PhD Thesis and Conduction of Oral Examination, shall be suitably considered on receipt of request from the scholar with proper justifications.

E. Schedule of Evaluation and Grade Submission

Submission of Records and Evaluation of General Proficiency and Major Project (8th Semester-BTech/Dual Degree) through online mode	01.06.2020 to 30.06.2020
Submission of Records and Evaluation of Office Training (10th Semester-BArch) through online mode	01.06.2020 to 30.06.2020
Submission of Report and Evaluation of PG Project/Dissertation (4th Semester-MTech/MArch/MSc/MBA & 10th Semester-Dual Degree)	01.06.2020 to 30.06.2020
Last Date for Grade Submission (8th Semester-BTech/Dual Degree, 10th Semester-Dual Degree/BArch, 4th Semester-MTech/MArch/MSc/MBA)	30.06.2020
Declaration of Results	Before 15.07.2020

The concerned HoD shall display the detailed schedule for the information of students and faculty.

F. All other exceptional issues will be considered and decided on case to case basis.

DECISION:

The Hon'ble members of the SENATE approved the proposal to manage academic activities and examination of final year UG and PG students, and Research Scholars in the final stage of their PhD programme (session 2019-20, even semester only), through email.

> The Agenda of the 1st Emergent SENATE Meeting held through email circulation on dated 22nd May, 2020 was circulated amongst the members of the SENATE with the request to submit suggestions/comments, if any, by 25/05/2020 via return email.
>
> Within the stipulated time period, no comments have been received. Institute can implement such decision of the SENATE, accordingly.

Sunil
11/06/2020
Secretary, SENATE

Approved

11/06/2020

(Prof. Vinod Yadava)
Chairman, SENATE

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