

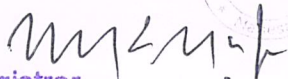
AMITY UNIVERSITY HARYANA


Minutes of The Meeting of The Fourth Academic Council of Amity University Haryana, Held on September 7, 2012 at The Conference Hall.

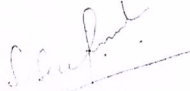
The following were present:

Prof. (Dr.) R. C. Sharma	Vice Chancellor	Chairman
Maj. Gen. B.S. Suhag (Retd.)	Dy Vice Chancellor	Member
Prof. (Dr.) Padmakali Banerjee	Pro Vice Chancellor	Member
Dr. B.P Singh		Member
Dr. SMP Khurana		Member
Dr. V. Madhukar		Member
Dr. S K Gupta		Member
Dr. P. Barua		Member
Maj. Gen. Mahavir Singh (Retd.)		Member
Col Arun Johri (Retd)		Member
Dr. Priti Singh		Member
Dr. R. Arul		Member
Dr. S. Arul		Member
Dr. S K Ray		Member
Shri JK Mehta		Member
Dr. Ranjeet Brajpuria		Member
Dr. J.P Dudeja		Special Invitee
Dr. A. K. Raghav		Special Invitee
Ms. Esha Jainti		Special Invitee
Dr. Bhavna Adhikari		Special Invitee
Maj. Gen. G S Bal (Retd.)		Special Invitee
Shri R.K. Dhingra		Special Invitee
Registrar		Member Secretary

At the outset, the Vice Chancellor welcomed the members of the Academic Council and expressed his happiness about the presence of all the members and special invitees. He then emphasized the importance of the Academic Council in the academic activity of the University and desired that members take part in the deliberation with all sincerity and make effective contribution to the Council.


Registrar
Amity University Haryana
Manesar, Gurgaon-122413





He then invited the Registrar to read out the agenda items and initiate discussion on points wherever required for the consideration of the Council.

Item NO. AC 4.1: a) To confirm the minutes of the meeting of the Third Academic Council held on February 10, 2012

b) Action taken on the minutes of the Second Meeting

Minutes of the third meeting of the Academic Council together with the Action Taken Report had already been circulated along with the agenda of the fourth meeting. The Registrar invited views and opinions of the members, if any. Since the members were in conformity with the contents of the minutes, Col Johri proposed to confirm the minutes which was seconded by Dr, Arul. The minutes of the third meeting together with the Action taken report was thus confirmed by the Council.

Item No. 4.2: To review the status of Admissions for the Session 2012-13

Dr. Vikas Madhukar, Director Admissions was invited to make a presentation on the current year's admission scenario. He informed the Council about the basic principles followed and Its strategies adopted for the admission process of AUH for the current academic Year. He submitted statistics to establish the improvement that has taken place during the current year in respect of application forms received, increase in the number of students appeared of the entrance test and no. of students deposited fees so far. He also mentioned that from the next year full automation will be achieved by the admission section to make the system more students friendly and efficient.

A suggestion was made the minimum eligibility of students in qualifying examination (especially for engineering students) may be increased to 70%. After a brief discussion it was felt that the current eligibility parameter is fine for the time being and no change is contemplated. It was also emphasized by the Pro vice Chancellor in this context that the academic delivery needs to be improved to reach a greater height of academic efficiency. In this context a reference was made by some members about the apparent lack on interest of amongst the students about visiting the Library. It was emphasized that the habit needs to be inculcated among the students vigorously.

Item No. AC; 4.3: To review the Academic Performance of 3rd semester (2010 batch) and 1st Semester (2011 batch)

Opening the discussion, the Pro Vice Chancellor remarked that systematically the performance level of the students will have to be improved and the lacunae in the system, if any, will be steadily removed for a perfect evaluation system at the University. In this respect she reminded the HOI's and HOD's that they must monitor the academic tasks assigned to the teachers in respective institute/ departments.



[Handwritten Signature]
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The Vice Chancellor also made certain suggestions confirming the views of the PVC. He also remarked that ASET being the largest institution within AUH must take much more care to improve its academic standard through proper control and monitoring system.

Based on some discussion about the remarks that there are some concerns with Foreign language teaching and evaluation and also the utility of it being continued as a credit course, it was decided that the Vice Chancellor will constitute a committee to look into the matter and submit a report accordingly. However, the council was also informed that restructuring of credit system in respect of Foreign language was done before the commencement of 2011-12 academic cycle.

Item no. AC: 4.4: To recommend to Board of Management the number of teachers to be appointed

After a brief discussion on the proposal, the same was recommended for approval by the BOM after Major General Mahavir Singh (Retd.) proposed and Dr. Madhukar seconded the same.

Item No. 4.5: To report approval of Academic Calendar for 2012-13

The matter was noted by the members of the members of the Academic Council.

Item No. 4.6: To report Constitution of Board of Studies

The item was discussed at length. One member pointed out that as per UGC norms two experts from outside the University need to be included in the Board of studies. It was clarified that the Vice Chancellor has the discretion to nomination experts in the committee as nominee of Academic Council as also one professor and one Asst Professor / Lecturer to the Committee. It was decided that the Vice Chancellor will use his discretion and nominate two outside experts in Board of Studies.

Item 4.7: To report Establishment of QAE

Prof. SM Paul Khurana briefed the members about the genesis and current status of the QAE policy. He also mentioned that with the help of AUUP professionals, three training programs on the subject have been organized already. A manual in the same as per the guidelines of AUUP professionals will have to be prepared by AUH and the policies included in the manual must be followed by all concerned to make the same effective and efficient.

Item 4.8: Regarding approval of intake/seats in various programmes and provision for additional number of seats

Director Admission presented the intake of various programmes of the University as per Annexure for the approval of council. The detail discussion was held, and the Academic Council has given its approval on 1514 seats for academic session 2013-14.



M. K. Singh
S. S. Singh
Registrar
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The Academic Council has further recommended the provision for additional intake, over and above the sanctioned intake, as mentioned above, from academic session 2013-14 onwards. However, sanction of additional seats in the programmes regulated by specific body will be as per the norms of respective body.

The sanction of additional seats is according to the Para 15 of the First Statutes of Amity University Haryana, as submitted to Deptt. of Higher Education, Govt. of Haryana, which states that the Academic Council shall recommend the intake of students in the Courses of study for the approval of the Board of Management by virtues of its power vested under Section 30 of the Haryana Private Universities Act, No 32 of 2006.

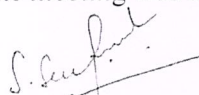
Admission report of each year is to be presented to 'Academic Council' for the approval of intake and students admitted to the various programmes.

The council accepts the above suggestion of Director Admission and recommend to the Board of Management to approve additional seats, over and above the sanctioned intake, in its various programmes of the University subject to exception of those programmes where intake is regulated by various regulatory bodies.

Item 4.9: Any Other point with the permission of the Chair.

Registrar informed the Council that Syllabi and detailed curriculum for M. Tech in civil and Mechanical Engg. have been received from ASET. These programs are to be introduced during the academic session 2013-14 and were already approved by the Academic Council in its earlier meeting and now the syllabi is to be approved. The Council approved the syllabi and detailed curriculum and advised the Registrar to complete the task of obtaining formal approval from Director of Higher Education, Govt. of Haryana.

The meeting was then declared over after exchanging thanks between the chair and the members.


Registrar

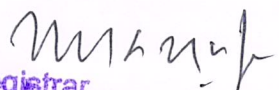


TO: Chairman and all Members of Academic Council

Cc: Additional president (RBEF)

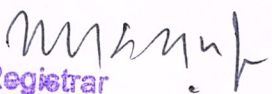
Director, Dept. of Higher Education, Govt. of Haryana

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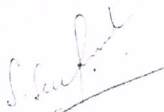

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Annexure (Item No 4.8)
Students Intake Academic Session 2013-14

Programme name	UG/PG/I/D	Duration (Years)	Intake
B.A.(H) App. Psy.	UG	3	120
Bachelor of Journalism & Mass Communication			
B.A. (H) - English			
B.A. (H) - His.			
B.A. (H) - Political Science			
BBA	UG	3	170
BBA (B&F)			
B.Com. (H)			
B.A. (H) - Eco			
BCA			
B.Sc. (CP)	UG	3	200
B.Sc. (A&VG)			
B.Sc. (D&AN)			
B.Sc. (MLT)			
B.Sc. (H) BS			
B.Sc. (H)-BT			
B.Sc. (IT)			
B.Sc. (H) - Chemistry			
B.Sc. (H) - FS			
B.Sc. (H) - Mathematics			
B.Sc. (H) - Physics			
B.Plan	UG	4	25
B.Sc. - Fashion Design & Technology	UG	3	15
B.Sc-Interior Design			
BFA			
B.Sc. (Nursing)	UG	4	60
Post Basis B.Sc (Nursing)	UG	4	40
Bachelor of Clinical Optometry	UG	4	40
B.Tech (AE)	UG	4	205
B.Tech (Biomed Eng)			
B.Tech (CE)			
B.Tech (CSE)			
B.Tech (ECE)			
B.Tech (EEE)			
B.Tech (IT)			
B.Tech (Mechanical Engg.)			
B.Tech-BI			
B.Tech (BT)			
B.Arch.	UG	5	80

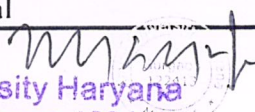
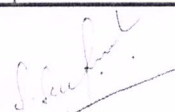

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B.A.,LL.B (H)	UG	5	180
B.Com. LL.B. (H)			
BBA LL.B. (H)			
PGDCP	PG	1	2
PG Diploma in J & MC	PG	1	2
LLM	PG	1	15
M.Plan	PG	2	2
M.A. (Coun Psy)	PG	2	15
M.A. (Eco)			
M.A. (English)			
Master of Journalism & Mass Comm.			
M.Sc. (CR)	PG	2	180
M.Sc. (D&AN)			
M.Sc- (AVG)			
M.Sc. (CP)			
M.Sc. (AC)			
M.Sc. (AM)			
M.Sc. (AP)			
M.Sc. (FS)			
M.Sc. (BT)			
M.Sc- (BI)			
M.Sc. (NT&M)			
MFA	PG	2	3
Master of Clinical Optometry	PG	2	25
Master of Clinical Optometry (M.Optom) Practitioner			
Master of Public Health	PG	2	5
MBA	PG	2	110
MBA - Executive (for working Professionals)			
MBA (B&F)			
MBA- (IB)			
MBA- (M&S)			
MBA -(HR)			
MBA (HHM)			
M.Com	PG	2	30
M.Tech (CS&E)			
M.Tech (CIVIL)			
M.Tech (E&C)			
M.Tech (ME)			
M.Tech- Laser			
M.Tech-(BT)			
M.Tech -(Solar)			
MCA	PG	3	15
B.Tech + M.Tech (BT)	Dual	5	15
B.Tech.-CSE+MBA (Dual)	Programme/Integrat ed (PG)		
BCA + MCA (Dual)			
G Total			1514

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AMITY UNIVERSITY HARYANA

**MINUTES OF THE FOURTH MEETING OF BOARD OF MANAGEMENT
HELD ON 07 SEP 2012**

The fourth meeting of the Board of Management of Amity University Haryana was held on 07 Sep 2012 at 12:30 PM at Amity University Haryana, Amity Education Valley, Manesar (Gurgaon), Haryana.

The following were present: -

1.	Dr RC Sharma, VC, AUH	Chairman
2.	Mr Aseem Chauhan	Member
3.	Maj Gen BS Suhag	Member
4.	Dr Padmakali Banerjee	Member
5.	Dr. BP Singh	Member
6.	Dr Vikas Madhukar	Member
7.	Dr R Arul	Member
8.	Sqn Ldr SK Singh	Member
9.	Ms. Vasudha Dhingra	Member
10.	Mr. S Sengupta	Member-Secretary

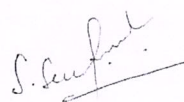
Special Invitees

1. Dr AK Nagpal
2. Prof SMP Khurana
3. Gen Mahavir Singh
4. Gen GS Bal
5. Ms. Esha Janiti
6. Dr. Bhavna Adhikari

Dr Sunil Saran, member, informed his inability to attend meeting due to other exigencies.


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The Chairman initiated the meeting by extending a warm welcome to all the members and all the special invitees. He then requested the Secretary to present the agenda points, one by one, for consideration of the Board.

Item No. BM 4.1:

- (a) **Confirmation of the Minutes of 3rd Meeting of the Board of Management**
- (b) **Action taken on Minutes of 3rd Meeting of the Board of Management.**

Minutes of the third meeting of the Board of Management together with the Action Taken Report had already been circulated along with the agenda of the fourth meeting. The Registrar invited views and opinions of the members, if any. Since the members were in conformity with the contents of the minutes, Dr. Vikas Madhukar proposed to confirm the minutes which was seconded by Sqn Ldr (Retd) SK Singh. The minutes of the third meeting together with the Action taken report was thus confirmed by the Council.

Item No. BM 4.2: To appoint Auditors for the session 2012-13.

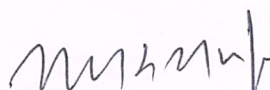
As required by Article 2(b) (xi) of the First Statute of AUH, Auditors of the University are to be appointed by the Board of Management for the session 2012-13. M/s Alok Mittal & Associates were recommended for re-appointment. The board considered the proposal and resolved to approve the same. The board also confirmed that the Finance Committee be authorized to fix remuneration of the auditor. Ms. Vasudha Dhingra proposed its approval which was seconded by Sqn Ldr S.K Singh (Retd).


Item No BM 4.3: Regarding approval of intake/seats in various programmes and provision for additional number of seats

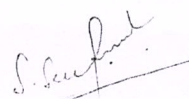
It was informed by Member Secretary that the said Agenda item was already tabled and confirmed during the 4th Academic Council Meeting.

To recapitulate he stated that Director Admission presented the intake of various programme of the University as per Annexure for the approval of council. The detail discussion was held, and the Academic Council has given its approval on 1514 seats for academic session 2013-14.

The Academic Council has further recommended the provision for additional intake, over and above the sanctioned intake, as mentioned above, from academic session 2013-14 onwards. However, sanction of additional seats in the programmes regulated by specific body will be as per the norms of respective body.


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The sanction of additional seats is according to the Para 15 of the First Statutes of Amity University Haryana, as submitted to Deptt. of Higher Education, Govt. of Haryana, which states that the Academic Council shall recommend the intake of students in the Courses of study for the approval of the Board of Management by virtues of its power vested under Section 30 of the Haryana Private Universities Act, No 32 of 2006

The Academic council post acceptance of the above suggestion of Director Admission has now recommended to the Board of Management to approve additional seats, over and above the sanctioned intake, in its various programmes of the University subject to exception of those programmes where intake is regulated by various regulatory bodies.

The said recommendation were adopted and ratified by the Board of Management.

Item No. BM 4.4: To report approval of requirement of faculty members projected by the Institutions/ Schools.

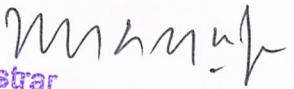
All the Institutes/ Schools had submitted their requirement for faculty for odd semester, session 2012-13 to the Vice Chancellor. Vice Chancellor considered their proposal and discussed the same with the concerned HOI. The requirements were approved by the Vice Chancellor keeping in view the exigency. The actual requirement of faculty was presented to the Board for necessary ratification. The Board reviewed the proposal and found them commensurate with the requirement in terms of programs / courses and projected number of students seeking admission in AUH. The Board resolved to approve the demand without modification.

Item No. BM 4.5: To ratify the appointments made from 02 Dec 2011 to 31 May 2012.

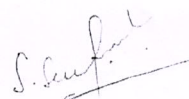
During period from 02 Dec 2011 to 31 May 12 certain appointments were made by the duly constituted selection committee headed by the Vice Chancellor. The list of appointment was made during the said period was presented to the Board for ratification. The Board reviewed the appointment and ratified the same.

Item No. BM 4.6: To report the resignation accepted between the period from 02 December 2011 to 31 May 2012.

A list of personnel resigned since the last meeting of Board of Management was presented to the Board. The Chairman brought out that one of the major causes of resignation amongst faculty is relocation of spouse as now-a-days both husband and wife are working, relocation of female faculty on account of marriage, etc. It was brought out that exit interviews are now being conducted. Mr. Aseem Chauhan added that AUH can adopt / modify its HR policy in such a way that weak performers are weeded out after giving them enough opportunity to improve.


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Amity University Haryana
Manesar, Gurgaon-122413





Item No. BM 4.7: To report the appointments of the Visiting Faculty.

The Board was presented a list of visiting faculties who were appointed in the even semester session 2011-12 to teach specific subjects for which permanent faculty were not appointed. The same was approved by the BOM.

Item No. BM 4.8: To report development of Infrastructure.

The Board was presented a report on the infrastructure developed since the last meeting. The report was reviewed by the members and it was brought out by the PVC that many e-journals have been added to the library and many online journals are now available to the faculty. It was also informed by Dr. BP Singh that many other equipment including computers for computer labs have been received and are in the process of being installed.

Item No. BM 4.9: Major Events held since the last meeting.

The members were presented the details of event held at AUH since the last meeting of Board of Management. Mr. Aseem Chauhan observed that the number of events held seems to be low. He was informed by PVC that the list pertains to the period from Feb to Jun during which examination also take place and as such no event is generally planned from May onwards.

Item No. BM 4.10: Any other item with the permission of Chair.

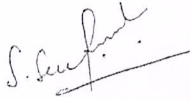
The Secretary, Mr. Sengupta, with permission from the Chairman, informed the members that in the last meeting, the Board had concurred constitution of Planning Board in consultation with the promoter body i.e. Ritanand Balved Education Foundation. The Planning Board has now been constituted. Dr. BP Singh requested that the Planning Board may look into the planning of building etc. Mr. Aseem Chauhan informed that the Planning Board is a higher body and such tasks of planning for Rooms and Building may be entrusted to some other body at lower level. He suggested that a committee for Infrastructure Development may be constituted which will look into the suggestion made by the Institutions / Schools.



S. Sengupta

M. Sengupta
Registrar
Amity University Haryana
Manesar, Gurgaon-122413

There being no further items the Chairman thanked all the members of the board and special invitees for their contribution. In his concluding remarks the Chairman exhorted the members to strive for excellence and to ensure that quality is not diluted at any cost. He then declared the meeting closed.



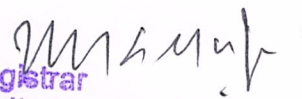
Member-Secretary

TO: Chairman and all Members of Academic Council

Cc: Additional president (RBEF)

Director, Dept. of Higher Education, Govt. of Haryana

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