MINUTES

ACADEMIC COUNCIL MEETING

DATE	:	15 March 2019

TIME	:	11:00 AM

VENUE	:	Conference Room Academic Block 'B' Amity University Campus Maharajpura, Gwalior (M.P.)

MINUTES OF THE MEETING OF ACADEMIC COUNCIL OF AMITY UNIVERSITY MADHYA PRADESH, HELD ON 15 MARCH 2019

1.   A meeting of the Academic Council of Amity University Madhya Pradesh (AUMP) was held on 15 March 2019 at 1100 hours at the Amity University Campus, Maharajpura, Gwalior (M.P.). The meeting was held under the Chairmanship of Lt Gen V K Sharma, AVSM (Retd), the Vice Chancellor, AUMP, Gwalior.

2.   The Agenda Points proposed to be discussed during the meeting were earlier circulated to all members and are attached as ***Appendix-A***. The list of Members of Academic Council of Amity University Madhya Pradesh present in the meeting is attached as ***Appendix-B***. The Academic Council, then proceeded to discuss the agenda points. The details of discussion are given in the succeeding paragraphs.

3.   **Agenda No. 1:   Welcome Address by Chairman.** The Vice-Chancellor of the University and Chairman of Academic Council welcomed the members. He informed members that the aim of the Academic Council Meeting is to plan for the next semester commencing from July 2019.

4.   **Agenda No. 2:   Confirmation of Minutes of Academic Council Meeting held on 14 September 2018.** The Registrar of the University briefed the Minutes of the last Academic Council Meeting held on 14 September 2018 to the members of the Academic Council for confirmation. The minutes were confirmed and are attached as ***Appendix – C.***

5.   **Agenda No. 3**: **Approval of Minutes of Board of Studies Meetings held in Jan/Feb 2019 of various institutes/schools of AUMP.** Minutes of Board of Studies (BoS) meetings of various Institutes/Schools held in Jan/Feb 2019 were put up before the members by all HoIs for deliberation.

6.   During the briefing of Board of Studies Meeting (BoS) Minutes of Amity School of Engineering & Technology (ASET), the Chairman suggested HoI ASET to include Python (Programming Languages) in the syllabus of CSE and ECE. He also suggested HoI ASET to take guidance from ABV-IIITM, Gwalior on the same. He said that Python should be mandatory as subject for CSE and ECE as this will help the students to get good placements. The Chairman permitted to conduct an special (BoS) to include Python in the syllabus of CSE and ECE.

7.   During the briefing of BoS Minutes of AIP, the Chairman instructed HoI Amity Institute of Pharmacy (AIP) to prepare the syllabus for entire course of studies for all the semester of B Pharm as per prescribed by Pharmacy Council of India (PCI). The Chairman instructed that the syllabus should be prepared in batch (year) wise folder and put up to him by 31 March 2019 for approval. He said that all industrial visits, training programmes etc. planned for the students should also be included in the syllabus. He suggested that HoI, AIP may take help to get the sample format to prepare syllabus from Dean (Academics).

8.   The Chairman said all HoIs that the direction given to HoI, AIP is applicable to all Institute/school for making batch wise folders for syllabus of all courses being run by the respective institute/school in hard copy and soft copy and put up before him by 31 March 2019 for approval.

9.   The Minutes of BoS meeting of various institutes/schools were approved by the Academic Council. The institute wise minutes of meetings including summary of changes/modification in the Syllabus are attached as ***Appendix - D***

10.   **Agenda No. 4**: **Approval of Academic Calendar for Next Semester (July-Dec 2019).** The Dean (Academics) put up the Academic Calendar for odd semester (July-Dec 2019) for approval.

11.   Dr S G Deshmukh suggested to include 3 weeks induction programme announced by AICTE for students of AUMP into the Academic Calendar. The Chairman appreciated the suggestion and requested HoI ASET to study about the said induction programme and brief him for further instructions.

12.   Members of the Academic Council approved the Academic Calendar (July-Dec 2019). The same is attached as ***Appendix- 'E'.***

13.   **Agenda No. 5: Approval of Examination Calendar for Next Semester (July-Dec 2019)**

(a)   The Controller of Examinations put up the Examination Calendar for the Next odd Semester (July-Dec 2019) before the Members of the Academic Council, and the same was approved. The Exam Calendar is attached as ***Appendix –'F'***.

(b)   The Chairman asked all HoIs that before forwarding the debarred list of the students to CoE through Amizone, the same should be approved by him.

(c)   The Chairman instructed all HoIs to identify the students who have less than 75% attendance till half semester and send an information letter/SMS to their parents advising them to counsel the students to attend classes regularly, falling which he/she will be debarred to appear in End Semester Examinations due to short attendance.

(d)   HoIs are instructed by the Chairman that they should also send the SMSs to the parents through the Office of the Registrar. He said that the message which is to be sent to the parents should be very brief and drafted by the respective HoI.

14.   **Agenda No. 6: Approval of Event Calendar for Next Semester (July-Dec 2019).** On the basis of Academic Calendar, Examination Calendar and the details of planned events of various institutes/school, an Event Calendar of AUMP for the upcoming semester July-Dec 2019 was prepared. The Chairman discussed all the events with the respective HoIs. In consultation with all HoIs the Event Calendar was tentatively finalized and the same is attached as ***Appendix – G***.

15. **Agenda No. 7: Approval of requirement of Lab Equipments/consumables for Next Semester commencing from July 2019.** HoIs of various Institutes/Schools proposed the requirement of Lab Equipment/consumables for the next odd semester commencing from July 2019. The Institute/School wise financial implications on procurement were put up before the members of the Academic Council for approval. The same was approved. The summary of institute wise requirement is as under:-

Sr.No.	Institute / School	Amount
1	Amity Institute of Biotechnology (AIB)	2,41,908/-
2	Amity Institute of Behavioral and Allied Sciences (AIBAS)	1,55,760 /-
3	Amity School of Communication (ASCO)	7,14,042 /-
4	Amity School of Engineering & Technology (ASET- Chemistry)	33,209/-
5	Amity School of Engineering & Technology (ASET-Physics)	18,080 /-
6	Amity School of Engineering & Technology (ASET-Mechanical)	25,110 /-
7	Amity School of Fashion Design & Technology (ASFDT)	51,042 /-
8	Amity Institute of Pharmacy (AIP)	18,61,171/-

16. **Agenda No. 8: Approval of requirement of Library Books for Next Semester Commencing from July 2019.** HoIs of various Institutes/Schools proposed the requirement of Books for the next semester commencing from July 2019. Subsequently, a meeting of Library Committee was conducted on 12 March 2019 for discussion about the requirement put up.

The requirement of Library books duly recommended by Library Committee was put up before the members of the Academic Council for approval. The same was approved and attached as ***Appendix-H.***

17. **Agenda No. 9: Approval of Courses, Intake and its fees for the Academic Session 2019-20.**

(a)   The lists of under graduate and post graduate courses with the admission eligibility criteria, fees and intake for 2019-20 were put up before the members of Academic Council for approval. The same were approved and are attached as ***Appendix –'I'.***

(b)   The Chairman explained the new model of Admission being implemented for the Academic Session 2019-20.

18.   **Agenda No. 10:   Approval for Requirement of Teaching Staff for Next Academic Session 2019-20.** Heads of the Institutions of various Institutes/Schools proposed the requirement of faculties in respective of their Institutes for the next session 2019-20, based on the teaching load and contact hours. The requirement of Teaching Staff was approved by Academic Council members and is attached as ***Appendix- 'J'***

19.   **Agenda No. 11: Approval of Guest Faculties from the period of Jan 2019 to June 2019.** Heads of the Institutions of various Institutes/Schools proposed the requirement of guest faculties for the period from Jan 2019 to June 2019. The same was approved and is attached as ***Appendix-'K '.***

20.   **Agenda No. 12: Approval of Minutes of Meeting of University Research Council (URC) of AUMP.** The Controller of Examination, AUMP briefed the minutes of the University Research Council (URC) of AUMP held on 8th Feb 2019 before the members of the Academic Council for approval. The same were approved by the Council and are attached as ***Appendix 'L'***

21.   **Agenda No. 13**: **Approval for implementation of Uniform Course Coding System in r/o same subjects being taught to different programmes at AUMP**.

(a)   It is observed that there are large number of courses with similar course subjects and similar course contents, however with different titles. In certain other cases there are courses with similar course titles but with marginal difference in the syllabus / course contents. Thus, arises a definite need to simplify and streamline the course titles as also the course contents so that courses with same course titles should have same course contents irrespective of the Programme's they are taught in.

(b)   In view of the same a committee has been constituted to do analysis of subjects which are common for Institutes/Schools and be included in Uniform Course Coding. The committee is in progress to streamline the system and will submit its recommendation in due course of time.

(c)   The proposal for implementation of Uniform Course Coding System was explained by CoE to the members of Academic Council for approval. The same was approved and is attached as ***Appendix-M***.

22.   **Agenda No. 14**: **Information about Research Projects Submitted by the various Institutes/Schools from Sep 2018 to Feb 2019.** Prof (Dr) S P Bajpai, Dean Research put up the list of research projects ongoing and submitted by faculty members of AUMP for information to the Academic Council Members. The same is attached as **Appendix – '*N*'**

23. Agenda No. 15: Granting equivalence to Annual Refresher Programme in Teaching (ARPIT) launched by MHRD using MOOC platform SWAYAM at par with Refresher Courses for the purpose of Career Advancement Scheme (Ref. UGC letter dated 1st Jan 2019).

In line with the UGC letter No. F.11-1/2018 (HRDC/NRC) dated 1st January 2019 the proposal has been put up before the Academic Council Members for approval to grant equivalence to Annual Refresher Programme in Teaching (ARPIT) launched by MHRD using MOOC platform SWAYAM at par with Refresher Courses for the purpose of Career Advancement Scheme. The Academic Council Members unanimously agreed upon the same.

24.   **Agenda No. 16: Approval of MOOC courses identified for the students of AUMP under Choice Based Credit System (CBCS)**. In line with the UGC letter No. 1-8/2017 (SWAYAM Board) dated 28 January 2019, Dean (Academics), AUMP requested all HoIs to submit the MOOC course in respect to CBCS being offered by AUMP. The same was put up before the Academic Council which was not upto the mark. The Chairman instructed all HoIs to resubmit the MOOC courses to Dean (Academics) latest by 31 March 2019 after mapping with the contents of Minor tracks (CBCS) with the MOOC courses to be offered from July 2019.

The Chairman requested Dean (Academics) to find out the detailed policy for payment (if any) for getting the proficiency certificate after completion of MOOC.

The Chairman requested all HoIs to encourage the students to register in MOOC.

25.   **Agenda No. 17**: **Any Other Points with the Permission of the Chair.**

(a)   The HoI ALS put up the following point before the Academic Council for consideration:-

Grant of maximum B+Cap grade to those students who do not meet minimum of 75% attendance criteria and waiver or dispensation is granted by the Hon'ble VC to enable such students to appear in the examination even if such students score marks entitling

them to get higher grade, does not appear to be equitable and legal due to the following reasons:-

(i)   Grant of waiver or dispensation pertains to the eligibility of a student to appear in the examination. After he or she is made eligible to appear in the examination and he or she has crossed the Rubicon, then his or her grading should be based on the basis of marks secured by him or her.

(ii)   Waiver is granted by the Hon'ble VC after he is satisfied that a student deserves to be granted the waiver. It is not automatic process. If this be the case and a student is made eligible to appear in the exam then taking further punitive action that he or she will be given maximum B+ Cap grade does not appear to be reasonable. In such circumstances, it is submitted, merit will be at premium. It may so happen that a student has got 74% attendance and he or she is granted waiver to make him or her eligible. He or she scores the highest marks entitling him or her the highest grade. In such circumstances, it will be inequitable to grant him or her B+ Cap grade disregarding her or his marks. If he or she has got marks entitling him or her to get A+ grade, then it shall be incongruous to grant him or her B+ Cap grade in the marks sheet in the face of he or she having secured more marks. Marks cannot be reduced to bring him or her down to B+ Cap grade. This will create mismatch."

(b)   Keeping in view of the policy in vogue, the Chairman in consultation with other members of the Academic Council did not agree to the point raised by HoI ALS.

(c)   The Hon'ble VC informed the members about the International Conference being organized by Amity School of Communication (ASCO), Amity University Dubai in association with ASCO, Amity University Madhya Pradesh on 17-19 June 2019 . He appreciated the efforts made by Dr Sumit Narula, Director, ASCO.

26.   There being no other point, the meeting concluded at 1315 hrs with thanks to the chair.

Date   : 19.03.2018   (Rajesh Jain)
Place : Gwalior   Registrar &
                                                         Member Secretary -
                                                    Academic Council, AUMP