



MINUTES

ACADEMIC COUNCIL MEETING

DATE : 13 March 2018

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 13 MARCH 2018

1. A meeting of the Academic Council of Amity University Madhya Pradesh (AUMP) was held on 13 March 2018 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 2018. In his welcome address he said that in order to sustain, a private University must have the following:-

- (a) Adequate infrastructure
- (b) Good brand name, history and standing
- (c) Good placement record
- (d) Excellence in academic curriculum delivery

The Chairman mentioned that all Institutes/Schools of the University should maintain a healthy relationship with their alumni. Even the agencies involved in ranking, the institute of higher learning such as UGC, NAAC, NIRF etc survey the alumni along with other stake holders for their opinion about the University before assigning the rankings. All data pertaining to alumni such as placement record, their further studies, selection in Govt jobs etc. should be maintained by each institute/school of the University.

He said that it is very important to ensure that life skills training is imparted to the students to become a good citizen. He also said that most of the agencies like UGC, NIRF, NAAC etc. ask the data of passed out students in r/o their placement, their further study, their selection in any Govt jobs etc. the Chairman said that it is the responsibility of respective institute/school to maintain all the data in r/o their students.

4. **Agenda No. 2: Confirmation of Minutes of Academic Council Meeting held on 25 September 2017.**

(a) Minutes of the last Academic Council Meeting dated 25 September 2017 were put up before the members of the Academic Council and confirmed. The same are attached as **Appendix - C.**

(b) The necessary actions have been taken for implementation of all suggestions made in the Academic Council meeting held on 25 September 2017 except preparation of Question Bank as suggested in Para No. 6 (a) of the said meeting.

In this context it has unanimously been decided that a five days 'Question Bank Preparation Workshop' will be conducted a week prior to the commencement of the new semester. In case of odd semester the same will be conducted after the Faculty Development Programme (FDP) which is usually scheduled in the month of June. The Chairman said that HoIs will submit the question bank to CoE before the commencement of new semester. He also said that the Moderation Committee will prepare question papers from the Question Banks.

Dr S G Deshmukh, Director, ABV-IIITM, Gwalior suggested that we should invite Prof S C Dutta, Bhatnagar Awardee, in FDP as he is an expert in making question papers.

5. **Agenda No. 3: Approval of Minutes of Board of Studies Meetings held in Jan/Feb 2018 of various institutes/schools of AUMP.** Minutes of Board of Studies (BoS) meetings of various Institutes/Schools held in Jan/Feb 2018 were put up before the members for deliberation. The Minutes of BoS meeting of various institutes/schools were approved by the council. The summary of changes/modification in the Syllabus is attached as **Appendix - D**

6. **Agenda No. 4: Approval of Academic Calendar for Next Semester (July-Dec 2018).** The Dean (Academics) put up the Academic Calendar for odd semester (July-Dec 2018) for approval. Members of the Academic Council approved the Academic Calendar (July-Dec 2018). The same is attached as **Appendix- 'E'**.

7. **Agenda No. 5: Approval of Examination Calendar for Next Semester (July-Dec 2018)**

(a) The Controller of Examinations put up the Examination Calendar for the Next odd Semester (July-Dec 2018) before the Members of the Academic Council, and the same was approved. The Exam Calendar is attached as **Appendix - 'F'**.

(b) Dr S G Deshmukh, Director, ABV-IIITM, Gwalior suggested that rather than giving three days preparatory leave to the students before commencement of examination, we should conduct three days 'Revision/Consultation/Doubt Clearing Sessions'. The Chairman agreed to the suggestion and passed the order that instead of mentioning 'Preparatory Leave' in the training programme (time table), 'Revision/Consultation/Doubt Clearing Session' will be mentioned.

8. **Agenda No. 6: Approval of requirement of Lab Equipments/consumables for Next Semester commencing from July 2018.** Heads of the Institutions of various Institutes/Schools have proposed the requirement of Lab Equipment/consumables for the next odd semester commencing from July 2018. 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	Requirement for Next Even Semester	Amount
1	<u>ASET</u>		
	CSE	NIL	N/A
	ME	YES	22,345/- + Tax
	ECE	YES	10,280/- + sales tax GST @18 % (including service engineering visit charges)
	CIVIL	YES	2,71,850 /- + GST and Freight charges extra
	Applied Chemistry	YES	1,80,000 /- + GST+ Freight
	Applied Physics	NIL	N/A
2	<u>AIB</u>	YES	1,31,578 /- Including GST
3	<u>AIBAS</u>	YES	1,39,989/-
4	<u>ASCO</u>	YES	3,70,998/-

9. **Agenda No. 7: Approval of requirement of Library Books for Next Semester Commencing from July 2018.** Heads of the Institutions of various Institutes/Schools have proposed the requirement of Books for the next semester commencing from July 2018. Institute/School wise details of required books were put up before the members of the Academic Council for approval. The same was approved and attached as **Appendix- G.**
10. **Agenda No. 8: Approval of Courses for Academic Session 2018-19.** The lists of under graduate and post graduate courses with the admission eligibility criteria were put up before the members of Academic Council for approval. The same were approved and are attached as **Appendix - 'H'.**
11. **Agenda No. 9: Approval for Requirement of Teaching Staff for Next Academic Session 2018-19.** Heads of the Institutions of various Institutes/Schools had proposed the requirement of faculties in respective of their Institutes for the next session 2018-19, based on the teaching load and contact hours. The requirement of Teaching Staff was approved by Academic Council members and is attached as **Appendix- 'I'**
12. **Agenda No. 10: Approval of Guest Faculties from the period of Jan 2018 to June 2018.** Heads of the Institutions of various Institutes/Schools proposed the requirement of guest faculties for the period from Jan 2018 to June 2018. The same was approved and is attached as **Appendix- 'J'.**
13. **Agenda No. 11: Approval of Ordinance No. 28 A of Amity University Madhya Pradesh in r/o LLB (H) Three Years Degree Course.** In line with the norms of Bar Council of India (BCI) an Ordinance for LLB (H) three years degree Course has been prepared and put up before the Academic Council for approval. The Ordinance No. 28 A in respect of 3 years LLB (H) Course has been approved by the Academic Council. The same is attached as **Appendix 'K'.**
14. **Agenda No. 12: Approval of Minutes of Meeting of University Research Council (URC) of AUMP.** The Minutes of University Research Council (URC) of AUMP held on 6th Feb 2018 were put up before the Academic Council for approval. The same was approved by the Council and are attached as **Appendix 'L'**

15. **Agenda No. 13: Information about Research Projects Submitted by the various Institutes/Schools from Aug 2017 to Feb 2018.** Prof (Dr) S P Bajpai, Dean Research put up the list of research projects submitted by faculty members of AUMP for information to the Academic Council Members. The same is attached as **Appendix - 'M'**

16. **Agenda No. 14: Any Other Points with the Permission of the Chair.**

The following instructions have been issued by the Chairman during the meeting:-

(a) **Guest Lectures.** The Chairman said that as per the parameters of Campus Diagnostic Centre (CDC) minimum 10 guest lecturers per week should be organized at university level. He directed all HoIs to prepare a list of guest speakers with the information of particular topic, duration, credentials of person who will deliver the talk etc. along with the budget to conduct guest lectures, and put up to him through Dean (Academics) and Pro VC for approval by 7th April 2018.

The Chairman suggested to all HoIs that we should go through the websites of IITs, NIITs and other reputed institutes to find the good speakers having good subject knowledge. He also suggested that the good lectures can also be obtained from open public domain (through Internet). The schedule of delivery of such lectures should be incorporated in time table.

Dr S G Deshmukh, Director, ABV-IIITM, Gwalior suggested that YouTube is also a good source to obtain good lectures from open domain.

(b) **Publication of Journals.** The Chairman said that only ABS and ASCO are publishing their journals. He also appreciated the efforts made by Director, ASCO to include the Journal of Contents, Community and Communication in Scopus Indexing. He requested all HoIs to make efforts to start publishing Journals of their departments.

(c) **Paper published by faculty members in in-house conference, seminar etc.** The Chairman said that to get API score increased, the faculty members of AUMP publish their own papers in in-house conferences, seminars etc. being organized by AUMP. This practice should be minimized.

(d) **Placement.** Mr Rajat Pathak, Director CRC informed about the placement made in the academic session 2017-18. The Placement process is in its last phase (IV phase) of placement cycle which will end by 31st May 2018. Till the 3rd phase of placement cycle, overall placement percentage of the University is 81.93%. Institute wise summary of placement till 3rd phase of placement cycle is as under:-

- (i) Amity Business School: 82%
- (ii) Amity Institute of Biotechnology: 75%
- (iii) Amity School of Communication: 100%
- (iv) Amity School of Engineering & Technology: 76%
- (v) Amity Law School: 100%

The Chairman informed the members that this year AUMP will conduct a placement audit by a Chartered Accountant as per the Indian Audit Standard and will submit the placement audit report to the Statutory bodies of the University.

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

Date : 16.03.2018
Place : Gwalior



(Rajesh Jain)
Registrar &
Member Secretary -
Academic Council, AUMP

Encl:
Appendix A to M