<u>MINUTES</u>

ACADEMIC COUNCIL MEETING

DATE	:	14 September 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 14TH SEPTEMBER 2018

1.   A meeting of the Academic Council of Amity University Madhya Pradesh (AUMP) was held on 14th September 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 at ***Appendix-A***.

3.   As per Para No. 5 of Statute No. 11 of first Statutes of Amity University Madhya Pradesh, the term of nominated Academic Council Members is of three years which has been completed in 2018. In view of this, following distinguished members have been nominated/re-nominated by Prof (Dr) Sunil Saran, Hon'ble Chancellor, AUMP for next three years:-

(a)   Prof (Dr) S G Deshmukh, Director, ABV-IIITM, Gwalior (Re-nominated)

(b)   Dr Neeti Pandey, Principal, Madhav Law College, Gwalior (Nominated)

(c)   Dr Vikas Thankre, Scientist G, Protective Device Division, DRDE. Gwalior (Nominated)

(d)   Mr Avinash Mishra, Vice President, Godrej Consumer Product Ltd, Malanpur, Gwalior (Nominated)

The list of Members of Academic Council of Amity University Madhya Pradesh who were 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.

4.   **Agenda No. 1: Welcome Address by Chairman.** The Vice-Chancellor of the University and Chairman of Academic Council welcomed the members. Registrar of the University introduced new members to existing members of Academic Council, and then all old members introduced themselves to new members.

The Chairman informed members that the aim of the Academic Council Meeting is to plan for next semester commencing from Jan 2019.

5.   **Agenda No. 2:   Confirmation of Minutes of Academic Council Meeting held on 13th March 2018.**

(a)   Minutes of the last Academic Council Meeting dated 13th March 2018 were put up before the members of the Academic Council and were confirmed. The same are attached as ***Appendix -C.***

(b)   Prof (Dr) Arun Pandey appreciated the efforts made by the Vice Chancellor, AUMP to bring the University to this greater height. He also appreciated the efforts made for achieving the overall percentage of placement up to 90.23% and he conveyed his wishes that the percentage of placement may reach to the level of 100%.

6.   **Agenda No. 3**: **Approval of Academic Calendar for Next Even Semester: Jan-June 2019.**

(a)   The Prof (Dr) R S Tomar, Dean (Academics), AUMP put up the Academic Calendar for even semester: Jan–June 2019 for approval.

(b)   Prof (Dr) Arun Kumar Pandey raised the query regarding Summer Internship Programmes (SIPs) and internal assessments, mentioned in the Academic Calendar. Dean (Academics) elaborated the process of SIP and internal assessments which is being followed in AUMP.

(c)   Members of the Academic Council approved the Academic Calendar: Jan-June 2019. The same is attached as ***Appendix -D.***

7.   **Agenda No. 4: Approval of Examination Calendar for Next Even Semester: Jan –June 2019.**

(a)   The Controller of Examinations (CoE), AUMP Brig (Dr) J. Matta (Retd). put up the Examination Calendar for the next even semester commencing from Jan 2019 before the Members of the Academic Council.

Prof (Dr) Arun Kumar Pandey asked about the evaluation system of the University. CoE explained the system of evaluation being used by the University.

(c)   The Exam Calendar for even semester was approved by the council and is attached as ***Appendix –E***.

8.   **Agenda No. 5: Approval of Calendar of Events for Next Even Semester: Jan – June 2019**

(a)   The Calendar of Events for next even semester commencing from Jan 2019 was put up before the Academic Council Members.

(b)   The Vice Chancellor, AUMP discussed all the events put up in the calendar with all HoIs.

(c)   Prof (Dr) Arun Kumar Pandey asked about the topic of Faculty Development Progarmme (FDP) scheduled in the month of June 2019. Prof (Dr) S P Bajpai, Dean (Research) briefed about the topic titled "Learning Outcome of Teaching in Higher Education System".

(d)   The Event Calendar was approved by the members and is attached as ***Appendix –F.***

9.   **Agenda No. 6: Approval of requirement of Lab Equipments/Consumables for Next Semester commencing from Jan 2019.** Heads of the Institutions of various Institutes/Schools have proposed the requirement of Lab Equipment for the next semester commencing from Jan 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 and attached as ***Appendix- G.***

10.   **Agenda No. 7: Approval of requirement of Library Books for Next Semester Commencing from Jan 2019.** Heads of the Institutions of various Institutes/Schools have proposed the requirement of books for the next even semester commencing from Jan 2019. Institute/School wise details of requirement of books were put up before the members of the Academic Council for approval. The same was approved and attached as ***Appendix- H.***

11.   **Agenda No. 8: Approval for Conferment of Degrees to the Passed out Students in the Academic Year 2018.** The list of total 499 passed out students in the academic year 2018 of various disciplines of AUMP was placed before the members of Academic Council for approval of awarding the degree. The same was approved and is attached as ***Appendix –I.***

12. **Agenda No. 9: Approval of Guest Faculties from the period of July 2018 to Dec 2018.**

(a)   The Heads of the Institutions of various Institutes/Schools have proposed the requirement of guest faculties for the period from July 2018 to Dec 2018.

(b)   Dr Neeti Pandey inquired about the remuneration which is being given to the guest faculty. Registrar told that Rs 500/- per lecture and Rs. 150/- for local conveyance are provided to the guest faculties as remuneration.

(c)   The guest faculties appointed from the said period was approved and is attached as *Appendix-J.*

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13. **Agenda No. 10: Approval of amendments in following Ordinances of first ordinances of AUMP in respect of following course, due to change of nomenclature in the name of course as per UGC guidelines:-**

   (a)   Amendments in Ordinance No. 01 for changing in nomenclature of BJMC, MJMC, B.Sc (ID), B.Sc. (FD&T) as per UGC norms and to add Clinical Psychology in the faculty of Psychology.

   (b)   Subsequent Ordinance No. 20 to be made for changing in nomenclature from B.Sc. (ID) to B.ID and duration of the course.

   (c)   Subsequent Ordinance No. 20 to be made for changing in nomenclature from B.Sc. (FD&T) to B.Des and duration of the course.

   (d)   Amendments in Ordinance No. 31 for changing in nomenclature from MJMC to MA (J & MC)

   (e)   Amendments in Ordinance No. 32 for changing in nomenclature from BJMC to BA (J & MC)

   (i) Due to change in nomenclature of the following courses, amendments have been made in Ordinance No. 1:-
   (aa) BJMC to BA (J & MC)
   (ab) MJMC to MA (J & MC)
   (ac) B.Sc. (ID) to B.ID.
   (ad) B.Sc. (FD&T) to B.Des.
   (ae) Clinical Psychology to be added in Faculty of Psychology

   (ii) Following Subsequent Ordinance No. 20 are required to be made:-
   (aa) Three years B.Sc. (ID) to four years B.ID.
   (ad) Three years B.Sc. (FD&T) to four years B.Des.

(iii)   Amendments in Ordinance No. 31 for changing in nomenclature from MJMC to MA (J & MC)

(iv)   Amendments in Ordinance No. 32 for changing in nomenclature from BJMC to BA (J & MC)

The amendments were put up before the Academic Council members and the same were approved and are attached as ***Appendix – K***.

14.   **Agenda No. 11: Approval of reconstitution of University Research Council (URC) and Minutes of the URC Meeting.**

(a)   The University Research Council of AUMP has been re-constituted vide Office Ref. No. AUMP/RO/2018/382 dated 03 August 2018 and put up before the Academic Council for approval. The same was approved and is attached as ***Appendix -L***

(b)   The minutes of URC held on 30 August 2018 were put up before the members of the Academic Council and the same was approved and is attached as **Appendix- M**

(c)   Prof (Dr) Arun Kumar Pandey inquired about the course work of PhD and process of recognition of PhD Supervisor and Co-supervisor. Prof (Dr) S P Bajpai, Dean (Research) explained the details about the course work and process being used for recognition of PhD Supervisors and Co-supervisors in AUMP.

15.   **Agenda No. 12: Approval of regulations to detect plagiarism and set up mechanism to prevent plagiarism in academic writing and research as per new guideline of UGC notified vide Extraordinary Gazette of Govt. of India dated 23 July 2018.**

(a) In line with the new guidelines of UGC notified vide extraordinary Gazette of Govt of India on 23 July 2018, a Standing Operating Procedure (SoP) for detection and prevention of plagiarism in academic writing and research was prepared and put up before the members of the Academic Council. As per the suggestions of the members it has been decided that the SoP is to be amended with the following amendments:-

(i)   *The author will submit the paper to HoI for clearance. The HoI will clear the paper within 7 days, and if the HoI does not clear the paper within 7 days, the paper will automatically be deemed to have been cleared and the author shall have the rights to publish.*

(ii) It has been decided that the prime responsibility of plagiarism will be of Author and Co-author only.

(*c*) *The said SoP was approved subject to the aforementioned amendments. The same is attached as **Appendix-N**.*

16. **Agenda No. 13: Constitution of Departmental Academic Integrity Panel (DAIP) and Institutional Academic Integrity Panel (IAIP) as per new guidelines of UGC notified on 23 July 2018**

(a) In accordance with the new guidelines of UGC notified vide extraordinary Gazette of Govt of India on 23 July 2018, an Institutional Academic Integrity Panel (IAIP) for AUMP, and Departmental Academic Integrity Panel (DAIP) for all the intuitions/schools of AUMP were constituted and put up before the Council.

(b) The same was approved and are attached as   ***Appendix -O***

17. **Agenda No. 14: Information about Research Projects submitted and sanctioned by the various institutes/schools from March 2018 to Aug 2018.**

Prof (Dr) S P Bajpai, Dean (Research) informed the members about the Research Projects submitted and sanctioned by the various institutes/schools from March 2018 to Aug 2018. The details are attached as ***Appendix -P***

18.   **Agenda No. 15: Other Points with the Permission to the Chair.**

(a) Director, ASCENT raised the questions about the continuation of Communication Skill course in 2nd Semester onwards for B.Pharm.

(b)   It was decided that the Communication Skill course would be taught in 5th and 7th Semesters when the credit load of core subjects is low.

19.   (a) The Chairman asked the views of all the members on how to better prepare the students for placements, particularly the final year students.

(b)   Dr Vikas Thakre said that University should have 3-4 days training workshop for preparation of resume, how to face the interview etc.

 (c)   Mr Rajat Pathak, Director CRC said that we should give more emphasis to train the students in coding & programming from 1st year onwards, in r/o CSE and ECE students.

(d)   The Chairman said that the companies who come for placement basically check the following through online test(s):-

    (i)   Logic.

    (ii)   Statistics and Probabilities.

    (iii)   Coding and Computer Skills.

    (iv)   Aptitude and Reasoning.

(e)   The Chairman requested Director CRC to share the following details with the HoIs, so that the students could be trained accordingly:-

    (i) Question papers of past recruiters.

    (ii) Feedback received from the companies.

    (iii) Information about website of the companies who are empanelled for upcoming placement.

(f)   **Skill Based Quiz Competition.** The Chairman directed all HoIs to organize some skill based quiz competition and keep some prizes/incentives for winners to motivate the students.

(g)   **Home Assignments.** The Chairman asked all HoIs to give adequate home assignments to the students to train them to be future ready.

(h)   **English Language Skills**. The Chairman requested all HoIs to ask all your respective faculty members and students to speak in English in the campus, so that the English language skills of the students could be enhanced.

(i)   **Students Seminars**. The Chairman said that we should organize students seminar in the respective institutes, where the students will be required to speak on a particular topic given by the HoIs. The topic should be higher than the syllabus being taught. The Chairman said that this should be started from 1st year itself.

19.   Since there was no other point to discuss, the meeting concluded at 1330 hrs with thanks to the chair.

Date   : 24.09.2018   (Rajesh Jain)
Place : Gwalior   Registrar &
                                                      Member Secretary -
                                                  Academic Council, AUMP