

GURU NANAK DEV ENGINEERING COLLEGE, LUDHIANA

Minutes of the 5th Academic Council Meeting held on 2.4.2016 at 10 AM at Committee Room, Guru Nanak Dev Engineering College, Ludhiana

The Member Secretary took permission for starting the meeting.

1. List of the members who attended the meeting is placed at Annexure-A

After this, the regular agenda was taken up.

Item No.5.1 To confirm the minutes of meeting of Fourth Academic Council, GNDEC held on 10.7.2015

Since no comments have been received, as such the minutes stand approved.

Item No.5.2 Action Taken Report of Fourth meeting of Academic Council, GNDEC held on 10.7.2015

Noted

Item No. 5.3 Approval of Academic Calendars

Approved

Item No.5.4 Approval of Board of Studies proceedings

Approved

Item No. 5.5 Annual Convocation

Noted

Item No. 5.6 Variation of marks after re-evaluation

Approved for Batches upto 2014 admission (i.e before implementation of Credit Based System).

Item No. 5.7 Variation of Syllabus

Approved, but an undertaking is to be taken from the concerned students that change in curricula is well informed to him in advance and will lead to no dispute. The Controller of Examination will intimate the concerned student about change (if any) in curricula via notice board/web etc., well in advance.

Item No. 5.8 Introduction of Flexible/Modular System

Noted. The worthy members of the academic council recommended that soft skill component should be made part of curricula(may be in form of non-credit courses). Along with this, advance topics of subject domain may be taught at weekends. The services of Adjunct faculty may be utilized for above purposes. The modalities in this regard may be explored.

Item No. 5.9 Matters related to academic governance

Approved.

In point no.1, preferably two examiners should not be from the same institution in the panel of external examiners for M.Tech. Thesis Viva-voce. It must also be kept in mind as criteria for selection of subject expert , field of specialization, eminence of the faculty and their research publications.

Supplementary Agenda

Item No. S 5.1 Matter related to Academic Governance

Approved

Item No. S 5.2 Proposal to start PG Diploma/Certificate in VLSI Design

Approved

Item No. S 5.3 Procedure for Revision of Departmental Mission/Vision/PEO/PO/Course Objectives/Course Outcomes

Approved revision in respect of all Engineering Branches. In bullet number 2 the number of meetings is deleted.

Note:

- 1 It was highlighted in the presence of Dean (Academics) IKGPTU that first shift students are getting relatively lower grade in spite of having achieved higher grades and relative marking and second shift students are getting higher grade in spite of having achieved lower grades and relative marking. It was unanimously decided that results/grades of both first and second shift must be prepared on collective basis.
- 2 Skill Development be made part of academic curricula for all programmes.
- 3 As far as item no. 4.7 of Action Taken Report (Fourth Academic Council) is concerned, it was unanimously decided that such cases are to be considered on case to case basis.

The meeting ended with a vote of thanks.

Member Secretary

Annexure-A**List of Academic Council Members attended the meeting on 2.4.2016**

Sr. No.	Name	Address
1	Dr. Manohar Singh Saini	Director, Guru Nanak Dev Engineering College, Ludhiana
2	Dr. Harpal Singh	Professor (Civil Engg.), Guru Nanak Dev Engg. College, Ludhiana
3	Dr. Sehijpal Singh	HOD(Mech.Engg.), Guru Nanak Dev Engg.College, Ludhiana
4	Dr. J.N.Jha	HOD(CE), Guru Nanak Dev Engg.College, Ludhiana
5	Dr. S.S.Gill	HOD(Electronics & Comm. Engg.), Guru Nanak Dev Engg.College, Ludhiana
6	Dr. Parminder Singh	HOD(Computer Sc. &Engg.), Guru Nanak Dev Engg.College, Ludhiana
7	Dr. K.S.Mann	HOD(Information Technology), Guru Nanak Dev Engg.College, Ludhiana
8	Dr. Jasmaninder Singh Grewal	HOD(Production Engg.), Guru Nanak Dev Engg.College, Ludhiana
9	Prof. Jaswinder Singh	HOD(Elect. Engg.), Guru Nanak Dev Engg.College, Ludhiana
10	Dr. Sukhdev Singh	HOD(MBA), Guru Nanak Dev Engg.College, Ludhiana
11	Prof. Jabir Singh Saini	HOD(MCA), Guru Nanak Dev Engg.College, Ludhiana
12	Dr. R.P.Singh	HOD(Applied Sc.), Guru Nanak Dev Engg.College, Ludhiana
13	Dr. Y.S.Brar	Professor (Electrical Engg.), Guru Nanak Dev Engg.College, Ludhiana
14	Dr. B.S.Walia	Professor (Civil Engg.), Guru Nanak Dev Engg.College, Ludhiana
15	Dr. Paramjit Singh Bilga	Professor (Mechanical Engg.), Guru Nanak Dev Engg.College, Ludhiana
16	Dr. Harwinder Singh	Professor (Mechanical Engg.), Guru Nanak Dev Engg.College, Ludhiana
17	Dr. D.S.Pathania	Professor (Maths), Guru Nanak Dev Engg.College, Ludhiana
18	Prof. Arvind Dhingra	Assistant Professor (Electrical Engg.), Guru Nanak Dev Engg. College, Ludhiana
19	Dr. V.K.Jain	Director and Vice-Chancellor, SLIET, Longowal
20	Prof. Harish Kumar Garg	Asst.Professor, GZSPTU Campus, Bathinda
21	Dr. Amanpreet Singh	Registrar, IKG Punjab Technical University, Kapurthala
22	Dr. Buta Singh	Dean (Academics), IKG Punjab Technical University, Kapurthala
23	Dr. Rupinder Singh	Dean (Academics) cum Member Secretary, Guru Nanak Dev Engg. College, Ludhiana

AGENDA

FIFTH ACADEMIC COUNCIL MEETING



on

02.04.2016 (Saturday)

At 10 AM

GURU NANAK DEV ENGINEERING COLLEGE

An Autonomous College u/s 2(f) and 12 (B) of UGC Act 1956

NBA Accredited Programmes under Tier-I (Washington Accord), 'A' Grade NAAC Accredited, TCS Accredited
AICTE Approved, Punjab Govt. Aided Status, Affiliated to I.K.Gujral Punjab Tech. University, ISO : 9001:2008 Certified

Gill Park, Gill Road, Ludhiana-141006

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Agenda of Fifth Academic Council Meeting of Guru Nanak Dev Engineering College, Ludhiana to be held on 2.4.2016 at 10 AM in Committee Room

Item No.5.1 To confirm the minutes of meeting of Fourth Academic Council, GNDEC held on 10.7.2015

The proceedings were circulated among all the members. No comments have been received till date. The minutes are placed at **Annexure-1**.

The item is placed before the Academic Council for its confirmation.

Item No.5.2 Action Taken Report of Fourth meeting of Academic Council, GNDEC held on 10.7.2015

The action taken report on the 4th meeting of the Academic council is enclosed at **Annexure – II**.

The item is placed before the Academic Council for information.

Item No. 5.3 Approval of Academic Calendars

The Academic Calendars for semester Jan-2016 to June 2016 and July 2016 to December 2016 are placed at **Annexure-III**.

The item is placed before the Academic Council for information & approval.

Item No.5.4 Approval of Board of Studies proceedings

The proceedings of various BOS meetings held are placed at **Annexure-IV**.

The item is placed before the Academic Council for approval.

Item No. 5.5 Annual Convocation

Annual Convocation is to be held during 2.4.2016. It is apprised that Annual Convocation for passed batch 2014 and 2015 could not be held due to visits by various agencies like NBA, NAAC etc.

The item is placed before the Academic Council for information.

Item No. 5.6 Variation of marks after re-evaluation

It is proposed that in case the variation of marks after re-evaluation is more than 30%, the same answer sheet will be referred for third evaluation and average of best two shall be awarded.

The item is placed before the Academic Council for approval.

Item No. 5.7 Variation of Syllabus

It is also proposed to set a single question paper for a particular subject pertaining to different study schemes applicable for various batches, if the variation in syllabus is not more than 15%. The syllabus of the latest scheme will be followed for setting the question paper for any particular subject. This will be applicable for both UG and PG Programmes.

The item is placed before the Academic Council for approval.

Item No. 5.8 Introduction of Flexible/Modular System

In the fourth academic council meeting held on 10.7.2015, a committee was constituted to deliberate on the matter but the meeting has yet not been convened as Affiliating University has implemented Credit Based System and institution has been directed to follow this system. After streamlining the newly introduced system, this matter will be again taken up in ensuing meeting.

The item is placed before the Academic Council for information.

Item No. 5.9 Matters related to academic governance

Following points are submitted for ratifications from Academic Council:

1. No Two examiners should be from same Institute in the Panel of External Examiners for M.Tech. Thesis viva-voce. All the four examiners should be from different Institutes; this will be applicable to both M.Tech. (AICTE & IKGPTU RC) courses.
2. At the most only two external Viva-Voce of M.Tech. Thesis can be evaluated by a single Examiner on particular day. Either two viva-voce of M.Tech. (AICTE)/M.Tech. (IKG PTU RC) or single viva –Voce of M.Tech. AICTE and M.Tech. IKG PTU RC will be permissible.
3. In an extra ordinary case of UMC etc. in respect of student (who has no further duration to complete his/her course), in that case, he/she will be provided a chance to appeal before the Head of Institution. The Head of Institution shall have right to re-consider his/her case based upon the gravity of situation on case to case basis. The final decision taken in such cases should be put up in ensuing meeting of Academic Council.
4. Credit Based system has been proposed for Thesis works for Batches 2014 Onwards. It is decided that from 2014 admitted batches and onwards, the thesis work will carry three hundred marks as detailed below.
A] Mid Term Evaluation = 100 marks (Report = 40, Presentation =20, Viva= 40)
B] End Semester Evaluation = 100 marks (Report = 40, Presentation =20, Viva =40)
C] External Examination = 100 marks (Report = 40, Presentation =20, Viva =25, Research Paper=15)

As IKG PTU Jalandhar has introduced the Credit Based System (CBS) vide letter No. IKGPTU/Reg/11677 dated 3/12/15 which is slightly different from grading system approved by the institute vide letter No. M.Tech/01/1793 dated 28/8/2014. Therefore to have equivalency with the grading system introduced by IKG PTU Jalandhar, Similar CBS system with absolute grading is proposed for PG Thesis work. The final grade will be the sum of marks of mid, end and external examination. The grading system as shown in Table 1 will be applicable for both M.Tech Full time and Part time (AICTE) courses.

Table 1. Grading System for Credit Based System

Sr. no.	%age	Grade	Grade Points
1	≥90 & ≤100	O	10
2	≥80 & <90	A ⁺	9
3	≥70 & <80	A	8
4	≥60 & <70	B ⁺	7
5	≥50 & <60	B	6
6	≥45 & <50	C	5
7	≥40 & <45	P	4
8	<40	F	0

The Performas for Evaluation of mid term, end term and external examination for thesis work has been attached. (Please Refer Annexure V,VI, VII)

5. Various distances has been fixed for claiming TA for external examiners coming to institute for conducting external viva voce exams. (Please Refer Annexure-VIII).
6. The number of slots to guide the M.Tech. Theses is as under
Professor – 08, Associate Professor- 06,
Asstt. Professor (with Ph.D.) - 05, Asstt. Professor (without Ph.D) - 04
This includes the combined number of candidates from both M.Tech. AICTE (FT/PT) & IKG PTU RC (PT). In case of combined supervision, load will be equally divided among the supervisors i.e. a load of 0.5 has to be considered for each supervisor.
7. It is proposed that from Batch 2014 & onwards for M.Tech.–AICTE (FT/PT) courses, the thesis report is to be submitted in spiral binding for external viva voce examination. The hard bind report will be submitted (after incorporation of any modification recommended by the External Examiner) after the final viva-voce exam.
8. It is proposed that any external viva of M.Tech. Thesis (AICTE & IKG PTU-RC) will be conducted at least after 10 working days from the date of the dispatch of the Thesis to the External Examiner by this office. No external viva will be conducted on gazetted holidays.

Item No.5.10 Any other item with the permission of Chair

Member Secretary,
Academic Council
Guru Nanak Dev Engg. College
Ludhiana

ANNEXURE-I

GURU NANAK DEV ENGINEERING COLLEGE, LUDHIANA

Minutes of the 4th Academic Council Meeting held on 10.7.2015 at 11.30 AM at Committee Room, Guru Nanak Dev Engineering College, Ludhiana

The Member Secretary took permission for starting the meeting.

1. List of the members who attended the meeting is placed at Annexure-A

After this, the regular agenda was taken up.

Item No.4.1 To confirm the minutes of meeting of Third Academic Council, GNDEC held on 19.9.2014

The member Secretary informed the council that no comments had been received from any member on the proceedings of third meeting of the Academic Council of Guru Nanak Dev Engineering College, Ludhiana held on 19.9.2014. The proceedings were taken as confirmed.

Item No.4.2 Action Taken Report of third meeting of Academic Council, GNDEC held on 19.9.2014

The Council noted the action taken as specified in the agenda.

Item No. 4.3 Approval of Academic Calendars

The item was approved by the Academic Council.

Item No.4.4 Approval of Board of Studies Proceedings

The item was approved by the Academic Council.

Item No. 4.5 Annual Convocation

The item was approved by the Academic Council.

Item No. 4.6 Introduction of Flexible/Modular System

A committee consisting of following three members was constituted, which submit its report within a period of 3 months. The same will be placed in next meeting of Academic Council

Dean (Testing & Consultancy)

Dean (T&P)

Dean (Academics)

Two Industrialists

Two student members

Item No. 4.7 Any other item with permission of Chair

One of the Academic council member pointed that in case any student, who due to his health problem/participation in National & International level sports events can not appear in regular examination/, his/her distinction may not be affected (if he/she appears in next coming examination). A committee of following was formed to look into the modalities:

Dean (Academics)

COE

Professor-to be nominated by Director, GNDEC

Professor from Punjab University, Chandigarh (as system is being followed by PU, Chandigarh)

Big industrial house of Ludhiana may be called for brain storming for their support in research activities. Subsequently an exhibition by each department of institute for explaining the facilities to the industry will be organized in the month of September by Dean (T&C) and Dean (Training & Placement).

The modalities for expert talk and a subject of industrial importance to be taught by industry people will also be worked out within three months by above committee.

Supplementary Items

Item No. S 4.1 To Increase tenure of present BOS for next two years

The item was approved by the Academic Council.


Member Secretary

ANNEXURE-II

Item No.	Item	Decision Taken	Action Taken
4.1	To Confirm the minutes of meeting of Third Academic Council, GNDEC held on 19.9.2014	The proceeding was taken as confirmed.	Noted
4.2	Action taken Report of third meeting of Academic Council, GNDEC held on 19.9.2014	The members were apprised with action taken report.	Noted
4.3	Approval of Academic Calendars	The academic calendars were approved.	Implemented
4.4	Approval of Board of Studies Proceedings	Approved	Noted
4.5	Annual Convocation	Approved	Noted
4.6	Introduction of Flexible/Modular System	Committee constituted. Separate item is placed as new item no.	Taken up as new item at 5.8
4.7	Any other item with permission of Chair	A committee was constituted to look into the modalities in case a student fails to appear in regular examination due to health problem/participation in National & International level sports events, his/her distinction may not be affected.	The clarifications have been sought from University. On receipt of reply, the matter will again be put up in front of Constituted committee and subsequently the Academic Council will be apprised.
Supplementary items			
S. 4.1	To increase tenure of present BOS for next two years	Approved	Implemented

ANNEXURE-III (ACADEMIC CALENDARS)

Even Semester		
Sr.No.	Description	Period
1	Session	4 th January, 2016 to 27 th April, 2016
2	First Mid Semester Examination	8 th February, 2016 to 12 th February, 2016
3	Second Mid Semester Examination	17 th March, 2016 to 22 nd March, 2016
4	Third Mid Semester Examination	25 th April, 2016 to 27 th April, 2016
5	Preparatory Holidays	28 th April, 2016 to 2 nd May, 2016
6	End Semester Examination (Regular)	3 rd May, 2016 to 20 th May, 2016
7	*End Semester Practical Examination	21 st May, 2016 to 25 th May, 2016
8	Institutional Training/Workshop Training	26 th May, 2016 to 12 th July, 2016
9	Vacations for Faculty	

Note :

- * Practical examinations for all the branches will start immediately after the end of regular examinations.
- Number of days falling short of 90 should be compensated by making Saturday/holidays Working.

Odd Semester		
Sr.No.	Description	Period
1	Session	18 th July, 2016 to 25 th November, 2016
2	First Mid Semester Examination	05 th September, 2016 to 09 th September, 2016
3	Second Mid Semester Examination	18 th October, 2016 to 24 th October, 2016
4	Third Mid Semester Examination	23 rd November, 2016 to 25 th November, 2016
5	Preparatory Holidays	26 th November, 2016 to 28 th November, 2016
6	End Semester Examination	29 th November, 2016 to 17 th December, 2016
7	*End Semester Practical Examination	19 th December, 2016 to 23 rd December, 2016
8	Winter Vacations	24 th December, 2016 to 31 st December, 2016

Total Working days (including leave/Saturday & Sunday)	= 130 days
Actual Working days (including test)	= 086 days
Actual Teaching days	= 073 days

Note:

Number of days falling short of 90 should be compensated by making Saturday/holidays Working.

ANNEXURE-IV

Board of Studies Proceedings are placed from Pages
16 onwards



**GURU NANAK DEV ENGINEERING COLLEGE,
GILL ROAD, LUDHIANA (PUNJAB).
(An Autonomous College Under UGC Act)
Affiliated to IKG Punjab Technical University.**



Annexure –V

MID SEMESTER THESIS EVALUATION
(BATCHES 2014 & ONWARDS)

Name of Department	
M.Tech Programee	
Full Time/Part Time	
Dates of Mid Semester Evaluation	

Sr.No	Univ. Roll No.	Name of Student	Report (40)	Presentation (20)	Viva (40)	Total (100)

Signature of O. I/C M.Tech

Signature of HOD

Signature of Any two members of DRC

Signature of Nominee of Academic Branch
(Other than Parent Deptt.)



**GURU NANAK DEV ENGINEERING COLLEGE,
GILL ROAD, LUDHIANA (PUNJAB).
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Annexure-VI

**END SEMESTER THESIS EVALUATION REPORT
(BATCHES 2014 & ONWARDS)**

Name of student : _____

Univ. Roll No. : _____

Branch : _____

Full/Part - Time : _____

Topic of Thesis : _____

Date of Presentation : _____

Date of DRC Approval: _____

Presentation Status

(i) Accepted without modification : _____

(ii) Accepted with modification : _____

Recommendation to Student. 1. _____

2. _____

3. _____

Type of Evaluation	Report (40)	Presentation (20)	Viva-Voice (40)	Total (200)
Mid Term Exam.				
End Term Exam.				
Total				

Signature of O. I/C M.Tech

Signature of HOD

Signature of Any two members of DRC

Signature of Nominee of Academic Branch
(Other than Parent Deptt.)



Guru Nanak Dev Engineering College, Ludhiana.

(An Autonomous College u/s [2(f) and 12(B)] of UGC Act 1956)

AICTE Approved, NBA Accredited Courses, Punjab Govt. Aided Status, Affiliated to IKG Punjab Technical University, Jalandhar, ISO: 9001:2008 Certified.



Annexure-VII

EXTERNAL EXAMINER'S REPORT (Applicable for Batches 2014 & Onwards)

Name of Course

Name of Candidate

Father's Name

University Roll No.

Title of Thesis

1. (a) Whether you recommend the acceptance of the thesis for the award of Master of Technology Degree Yes / No _____

(iii) If "YES" with or without modifications (Please do make specific recommendations).

2. Whether you recommend resubmission of the thesis after revision (Please give details suggesting specific improvements for the purpose).

3. (a) Whether you recommend rejection of the thesis? Yes / No _____

(b) If yes, please state reasons in brief.

4. Whether the thesis merit distinction. Yes / No _____

**EXAMINER'S REPORT (After conducting viva - voce)
(The examiner is requested to give his / her detailed report below or in separate sheet)**

						Grade Awarded
Marks Obtained in Mid and End Term examination (A)					Total (200)	
External Evaluation (B)	Report (40)	Presentation (20)	Viva-Voice (25)	Research Paper(15)	Total (100)	
Marks Obtained (A+B) out of 300						

(Signature of External Examiner)

Name : _____

Designation : _____

University / College / Instt. : _____

Place : _____

Date : _____

(Signature of Internal Examiner)

Name : _____

Designation : _____

College / Instt. : _____

Annexure –VIII

Following distances re fixed to claim TA/DA by the External Examiner for B.Tech./M.Tech. Viva-voce exams and other academic purposes.

Sr. no.	Place/Institute	Road Distance in Kms.
1	Adesh Institute, Faridkot	125
2	Amritsar College of Engg., Amritsar	145
3	Baddi University, Baddi.	115
4	BGIET, Sangrur.	95
5	BBSBEC, Fatehgarh Sahib	70
6	BCET, Gurdaspur	185
7	BHSBET, Lehraagga.	145
8	Bhutta College of Engg., Bhutta.	13
9	Chitkara Uni., Rajpura	90
10	DAV University, Jalandhar.	80
11	DAVIET, Jalandhar.	70
12	GNDU, Amritsar	150
13	GTBKPC, Chhappianwali, Malout	220
14	GZS PTU Bathinda	165
15	IET, Bhaddal	90
16	IIT, Ropar	90
17	LCET, Katani Kalan	30
18	MIMIT, Malout.	208
19	NIT, Hamirpur	195
20	NIT, Jalandhar	80
21	NITTTR, Chandigarh	105
22	PAU, Ludhiana	10
23	PEC, Chandigarh	108
24	PTU, Jalandhar	85
25	Punjabi Uni., Patiala	100
26	RIMT, Mandi Gobindgarh	55
27	SBBSIET, Padiana	80
28	Shaheed Bhagat Engg. Ferozepur	125
29	Sri Sai Pathankot	215
30	SLIET, Longowal	100
31	SUS Tangori, Mohali	98
32	Thapar University, Patiala	100
33	UIET, Punjab University, Chandigarh	105
34	Yadwindra College of Engg. , Talwandi Sabo, Bathinda	175

- Note :**
1. Rate of TA is @ Rs. 10/- per Km. + Toll Tax etc. (on providing proof) for personal car / taxi.
 2. No DA will be permissible for M.Tech. Viva-Voce exam.
 3. The maximum distance permissible through road by own car / taxi should not be more than 350 kms. **(one side)**.
 4. In case an examiner is not from the above mentioned institutes, the appropriate distance to be claimed can be confirmed from Supdt. of Dean Academics branch.
 5. No DA will be permissible for Journey beyond 8 kms. and within 25 kms. of the place of duty.
 6. Special Permission of Director is required in case the distance is more than 350 km (one side) for the distinguished resource person /External Expert.

SUPPLEMENTARY AGENDA

ITEM NO. S 5.1 MATTER RELATED TO ACADEMIC GOVERNANCE

In item no. 5.9, sub item 4, the credit based system for PG was implemented from the batch 2014. It has come to the notice of the College that already IKGPTU has notified two result notification with old system instead of Credit Based System. If this new system is implemented w.e.f. 2014 batch, it will cause unnecessarily delay at the end of University. It is therefore proposed that to avoid unnecessary hazards to students, this new system may be implanted w.e.f 2015 batch in PG programme as done in case of UG Programmes.

Submitted for decision please

ITEM No. S 5.2 PROPOSAL TO START PG DIPLOMA/CERTIFICATE IN VLSI DESIGN

The Department of ECE proposes to start a six month PG Diploma course in VLSI Design and a three months certificate course in VLSI Design upgradable to PG Diploma. The course shall be conducted by utilizing faculty and technical knowhow of GNDEC and SCL Mohali with which we have the MOU. The six month industrial training students will be allowed to take admission in this course and they will be awarded PG diploma after undergoing applicable examination after their graduation.

Submitted for decision please.

ITEM No. S 5.3 PROCEDURE FOR REVISION OF DEPARTMENTAL MISSION/VISION/PEO/PO/COURSE OBJECTIVES/COURSE OUTCOMES

The following is the proposed procedure for revision of Mission/Vision/PEO/PO/Course objectives/course outcomes of Electrical Engineering Department:

- All stakeholders need to be involved
- At least three meetings of students, two for parents, two meetings with industry to be held for their involvement in the process.
- All suggestions to be maintained in written record.
- The Mission/Vision/PEO/PO/Course Objectives/Course Outcomes to be approved by BOS before circulation to all stakeholders.

Submitted for approval please.