J.C.BOSE UNIVERSITY OF SCIENCE & TECHNOLOGY,
YMCA FARIDABAD-121006

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Item No.AC/16/01 : **To confirm the Minutes of 15th meeting of the Academic Council held on 17.7.2018.**

The Minutes of 15th meeting of the Academic Council held on 17.7.2018 were circulated through e-mail on 19/07/2018 to all the members and their comments were sought. Some observations were received on 25.7.2018 (copy enclosed as **Annexure-16.01.01)** and the same were incorporated in the Revised Minutes of the Council and the same were also circulated amongst the members, for comments, if any. A copy of the Revised Minutes is enclosed as **Annexure-16.01.02)** for ready reference of the members.

The Council may kindly consider and confirm the Minutes of 15th meeting held on 17.7.2018.

Item No.AC/16/02 :**To note the Action Taken Report on the Minutes of 15th meeting of the Academic Council held on 17.7.2018**

Item No.	**Decision of the Academic Council**	**Action to be taken by**	**Action Taken report**
AC/15/01 To Confirm the Minutes of 14th Meeting of the Academic Council held on 27.02.2018.	Resolved that the Minutes of 14th meeting of Academic Council held on 27.02.2018, confirmed.	Academic Section	No further action required
AC/15/02 Action Taken Report - On the Minutes of 14th Meeting of the Academic Council held on 27.02.2018, wherever required.	While considering the action report on Item No.14.29 regarding framing the Rules & Regulations for the use of Auditorium, the Council desired that the necessary Rules & Regulations should be framed and placed before the Council in its next meeting,	DSW	Necessary Rules are framed and submitted to the authorities.
AC/15/03 To consider & approve MOOC Course on "Computer Application for Mass Media on Swayam Portal."	The Council considered and approved the inclusion MOOC Course on "Computer Application for Mass Media on Swayam Portal" as proposed in the Agenda Note.	DSW	No further action required
AC/15/04 To Apprise the	The Council noted the constitution of separate Faculty for Informatics &	Estb. Section	Necessary Notification has

Constitution of Faculty for Informatics & Computing.	Computing in the University		been issued.
AC/15/05 To Grant the Post Facto Approval for Fee Hike in Existing Courses	The Council after going through the agenda note, granted post facto approval regarding fee hike of existing courses @ 5% from the session 2018-19. The Council further authorized the Vice-Chancellor to revise the fee structure with suitable rate of percentage, where required, keeping in view of the income and expenditure position of the courses.	Acd Section	Necessary action will be taken accordingly, as and when required.
AC/15/06 To Grant the Post Facto Approval for Amendment in the existing Attendance Rule of the University.	The Council considered and granted post facto approval to the action taken by the Vice-Chancellor regarding grant of 5% relaxation in the attendance of students in exceptional cases. However, the relaxation allowed by the Vice-Chancellor is only for one time The Council further desired that the attendance position of the students should be assessed every month and the same shall be conveyed to the students and their parents. The condonment of attendance under special circumstances with valid reasons can be done by the Vice-Chancellor and in lieu of condonment, some project work should be assigned to the student by the respective department, which they have to complete before start of semester examinations.	All Chairpersons	The decision was circulated amongst the Chairpersons for necessary action.
AC/15/07 To Consider & Approve the Schemes and Syllabus of various UG/PG Programs of the University and its Affiliated Colleges.	It was brought to the kind notice of the Council that various departments of the University have prepared Schemes & Syllabus for the University Teaching Departments and Affiliated Colleges, as per AICTE Model Curriculum and the same will be implemented from the session 2018-19. The Council desired to check the homogeneity in the schemes of the syllabi. It was also resolved that the Scheme of first year	All Chairpersons	The decision was circulated amongst the Chairpersons for necessary action.

	should be put up separately on the website of the University. The Council considered and approved the Schemes and Syllabus of various UG/PG Programs of the University and affiliated colleges, as per AICTE Model Curriculum.		
AC/15/08 To Consider & Approve the Guidelines for Selection and Empanelment of Adjunct Faculty in Universities and Colleges	The Council considered and approved the proposal regarding adopting the UGC Guidelines for Selection and Empanelment of Adjunct Faculty in the University and affiliated colleges with minor modification in the payment clause. The Council desire that the experts should be invited from eminent institutions and payment shall be made @ Rs.4000/- per day (maximum).	Dean Academic	The University after inviting applications through newspaper has appointed two Adjunct Faculty one each in Mech. Engg and EVS departments.
AC/15/09 To Apprise the Council about Ph.D. Degree Awarded.	The Council noted the Ph.D Degree awarded to Mr.Anil Kumar Aggarwal	COE	No further action required
AC/15/10 To Consider and Approve Arranging the Meetings of Research Degree Committee twice in a month.	The Council considered and approved the proposal regarding arranging the meetings of Research Degree Committee twice in a month.	Dean, R&D	Decision was conveyed to Dean, R&D for necessary action.
AC/15/11 To Consider and Approve Amendment in Examination Ordinances in respect of Unfair Means Cases.	After detailed deliberations, the Council authorize the Vice-Chancellor to constitute a committee to review the proposed amendment in the Examination Ordinances in respect of Unfair Means Cases	COE	Decision was conveyed to COE for further necessary action.
AC/15/12 To Consider and Approve the Traveling Allowance to be	The Council considered and approved the payment of TA/DA for all days of the examinations to the officers performing Center Supdt/Dy Supdt duties during the End	COE	No further action required

paid to the Officers performing Center Supdt./ Deputy Supdt. during End Semester Exam at Affiliated Colleges	Semester at Affiliated Colleges, as per Rules		
AC/15/13 To Consider and Approve the Courses offered by Community College of the University.	The Council considered and approved the courses being offered by the Community Centre for Skill Development Cell of the University. The Council, however, desired that AICTE approval should be obtained before start of Bachelor of Vocational studies/courses.	Principal Community College	As desired by the Council, the matter to obtain AICTE approval is under process
AC/15/14 To Consider and Approve the Start-Up Policy as proposed by the Start Up Cell of the University .	The Council considered and approved the Start-up Policy of the University. However, the Council desired that for funding of the Start-Up projects more and more opportunities shall be explored from the industrial enterprises and some of the projects can be funded from TEQIP under AICTE Start-up Policy. The members further desired to connect the projects with the industries.	Dr.Sanjeev Goyal	Necessary Rule & Policy are framed and will be launched soon.
AC/15/15 To consider and approve the proposed amendment in the Ph.D Ordinances regarding grant of exemption of 3 years post Ph.D experience for Ph.D supervision	The Chairman of the Council briefed about the existing Rules of the University for guiding Ph.D scholars and also regarding the proposal for grant of exemption in the required post Ph.D experience. The Council after detailed discussion approved the requirement of post Ph.D experience from three years to one year for guiding supervision of Ph.D scholars.	Dean R&D	Necessary notification issued.
AC/15/16 To consider and approve introduction of new course naming 'B.Sc(Animation	The Council considered and approved the introduction of new course naming B.Sc.(Animation & Multimedia) from the session 2018-19 and the Scheme & Syllabi of first year for the above course. The matter regarding Student Faculty	Chairman-CA	No further action required.

& Multimedia) from the session 2018-19 by the Department of Computer Application of the University	ratio was also discussed and 1:20 SFR was approved. It was also resolved to adopt student's faculty ratio of 1:20 for BBA/BCA courses and other guidelines as per UG courses of the AICTE		
AC/15/17 (Additional) To consider and approve the Minutes of Board of Faculty (Engg.&Tech) meeting held on 10.07.2018.	The Chairman, Board of Faculty(Engg & Tech) briefed about the decisions taken by the BOF in its meeting held on 10.7.2018. The Council considered and approved the Minutes of BOF(E& T) meeting held on 10.7.2018. The Council desired that a committee should be constituted to consider the proposal of awarding B.Tech Degree with Honors and also to write to the AICTE for guidelines in this regard.	Dean,FET	Decision was conveyed to Dean, FET
AC/15/18 (Additional) To Consider and Approve the Minutes of Board of Faculty (Humanities & Sciences) meeting held on 13.6.2018	The Chairman, Board of Faculty (Humanities and Sciences) briefed about the decisions taken by BOF in its meeting held on 13.6.2018. The Council considered & approved Minutes of BOF(Humanities & Sciences) meeting held on13.6.2018	Dean, HAS	Decision was conveyed to Dean, HAS
AC/15/19 (Additional) To Consider & Approve proposed Rules and Regulations/ Guidelines for carrying out Sponsored Research Project	The Dean, R&D briefed about the proposed Rules and Regulations/Guidelines for carrying out Sponsored Research Projects in the University. The Chairman of the Council further informed the house that to encourage the faculty members to publish their research papers in good journals, the University intends to adopt the incentive policy as being followed in Delhi Technology University, Delhi, so that the University could compete for its ranking in NIRF etc. The Council after detailed deliberations, approved the proposed Rules & Regulations/Guidelines for carrying out Sponsored Research	Dean R&D	Decision was conveyed to Dean, R&D for further action.

	Project in the University.		
AC/15/20 (Additional) To Consider & Approve running of courses by the Community College of the University under MoU with NSIC, Vill-Neemka, Faridabad	The Principal, Community College for Skill Development Cell of the University briefed about the MoU signed with the NSIC, Neemka, Faridabad for running courses in joint Collaboration with NSIC, Village-Neemka, Faridabad.	Principal Comm. College	As approved by the Academic the students of Community College are getting practical training at NSIC Neemka, Faridabad on payment of remuneration approved by the Vice-Chancellor.
AC/15/21 (Additional) To Consider and Approve the "Swach Bharat Internship" program of MHRD, Govt of India	The Council considered and approved in principle the implementation of instructions issued by the MHRD regarding grant of two Credits to the students, who may successfully completes the "Swachh Bharat Internship" program	Inchrge-NSS & DSW	Necessary notification issued.
AC/15/22 (Additional) Any other item with the permission of the Chair.	The Vice-Chancellor informed the House that the Institution is completing 50th years of its existence in 2019. All members considered it as a matter of pride and the House was of the opinion that Golden Jubilee of the Institution should be celebrated in a big way by conducting different activities with the involvement of students, staff, alumni and other stakeholders	Dean Institution	As a part of celebration, the University planned a number of events to be held during the year 2019 and the outlines of activities planned initially for Golden Jubilee Year are enclosed as **Annexure-16.02.01**

Item No.AC/16/03 : **To ratify the amendment made in the charges of Registration Return and Continuation Return fees from Affiliating Colleges for the session 2018-19.**

It is submitted that the University notified the fees to be charged from the affiliated colleges on account of Registration Return (RR) and Continuation Return(RR) for the session 2018-19, as prescribed in the Information Brochure for the Affiliated Colleges.

However, the Association of Private Self-Financing Institution of Haryana has submitted their request vide letter dated 19.7.2018 stating their financial position due to low admission, fee charged by the MDU Rohtak. In the letter mentioned, they have requested to bring the CR/RR fees at par with fees charged by the MDU, Rohtak (erstwhile affiliating University of self-financing colleges). Accordingly, a Committee was

constituted under the Chairmanship of Dean, Academic Affairs and after discussion the committee proposed the reduction in fees as per **Annexure-16.03.01** and the same was implemented from the session 2018-19 with the approval of the Vice-Chancellor.

The Council may kindly note the above action taken by the Vice-Chancellor.

Item No.AC/16/04 : **To consider and approve the matter regarding grant of admission under single girl child category.**

It is brought to the kind notice of the Council that the University is receiving representations from the parents having single girl child for making reservation and grant of admission under this category.

At present, the State Govt. has reserved 25% seats horizontally for admission of girl students to various UG/PG courses. As per data available with the University 631 girl students out of total 1554 students, got admission to various UG/PG courses of the University during the session 2018-19.

The matter is placed before the Council for kind consideration and necessary decision in the matter.

Item No.AC/16/05 : **To consider and approve grant of maternity leave to married girl students.**

It is submitted that the University is following State Govt. instructions regarding grant of leave to the employees and students as announced from time to time.

In this connection, it is informed that the Principal Secretary, Govt. of Haryana, Technical Education Department, Chandigarh vide letter No.321/Uni. Dated 27.05.2016 (copy enclosed as **Annexure-16.05.01**) conveyed that the maternity leave to the girl student will be granted by the competent authority with the condition that if the girl student avail the maternity leave upto 45 days on the recommendation of the Government Hospital(as applicable in case of Government Women employees), then the girl student will have to attend the extra classes as per the requirement of the attendance of the specific course/professional/ research program.

Presently, with the approval of the competent authority, the girl students are being granted maternity leave as and when required.

The Council may kindly consider and approve the grant of maternity leave to married girl students as notified by the State Govt. in future.

Item No.AC/16/06 : **To consider and approve the Academic Calendar of the University Teaching Departments and Affiliated Colleges for the Semester January-June,2019.**

The University has prepared the Academic Calendar for the semester Jan-June,2019 in respect of UTDs and Affiliated Colleges and a copy of the same is enclosed herewith as **Annexure-16.06.01.**

The Council may kindly consider and approve the Academic Calendar for the Semester Jan-June, 2018.

Item No.AC/16/07 : **To grant post-facto approval for making the GATE Exam as mandatory exit examination for B.Tech students as per AICTE mandate.**

It is submitted that as per AICTE mandate, GATE Exam will be considered as mandatory exit exam for all the B.Tech students from the session 2018-19. Further, as per TEQIP-III guidelines**(Annexure-16.07.01)**, there are four performance indicators, out of these two are related to the participation and performance in the GATE Exam. The performance of TEQIP institutions shall be evaluated on the basis of the key performance indicators such as participation and performance in GATE examination.

In view of above with the approval of the competent authority, it has been decided to make GATE as mandatory exit examination for the B.Tech students. To enable the students for successful participation in GATE Exam, the University also decided to provide GATE training to 3rd and 4th year students and also to reimburse the GATE registration fee from TEQIP Cell for the final year students only.

The above is placed before the Council for grant of post-facto approval for action taken by the Vice-Chancellor.

Item No.AC/16/08 : **To consider and approve the start of one year Bridge Course for the Post/Advance Diploma holders of erstwhile YMCA Institute of Engg., Faridabad.**

It is submitted for kind information of the Council that with the approval the AICTE, DTE, Haryana and affiliating University, MDU, Rohtak, the erstwhile YMCA Institute of Engineering, Faridabad run one year Bridge Course during the years 2001-02 and 2002-03, for the students who have passed Post/Advance Diploma Course with 10+2 qualification. However, some students could not got admission in the above course.

Now the erstwhile YMCA Institute has been upgraded to that of University level by the State Govt vide Legislative Act No.21/2009 and the University is receiving representations from various Alumni groups & Associations for start of above One

Year Bridge Course for the students, who could not got admissions earlier, so that they could also improve their qualification.

The matter is placed before the Council for consideration and necessary approval.

Item No.AC/16/09 : **To consider and approve extension of Tuition Fee Waiver (TFW) for MBA and MCA courses as per AICTE letter dated 26.11.2018.**

It is submitted that the AICTE vide letter No.AICTE/AB/SR/TFW dated 26.11.2018 (copy enclosed as **Annexure-16.09.01**) decided to extend the benefit of the TFW scheme to the meritorious students of economically poor background pursuing MBA, MCA, PGDM, PGDCA courses in which no scholarship/stipend is available.

It is proposed that we may follow the instructions of the AICTE for the admissions to be made for the session 2019-20 and make necessary provision in the Information Brochure accordingly.

The above is placed before the Council for consideration and approval.

Item No.AC/16/10 : **To consider the matter regarding grant of recognition to research Labs of Physics and Chemistry Department of Aggarwal College, Ballabgarh.**

The Principal, Aggarwal College, Ballabgarh vide his letter dated 12.11.2018 (copy enclosed as **Annexure-16.10.01)** informed that the College has developed well equipped research Labs in Physics and Chemistry with the help of financial assistance received from BRNS, DAE India and the students are doing research work in these Labs. The College has further requested to recognize the above Research Lab facilities and also to recognize the Department of Physics and Chemistry of the University as research centre for Ph.D students.

Accordingly, a committee was constituted under the Chairmanship of Dr.Atul Mishra, Dean (R&D) to visit and verify the research facilities available at Aggarwal College, Ballabgarh. The Committee vide its report dated 22.11.2018 (copy enclosed as **Annexure-16.10.02** submitted that the existing facilities in the department of Physics and Chemistry are appropriate for research activities in the related areas.

The matter is placed before the Council for kind consideration and approval.

Item No.AC/16/11 : **To consider and approve the Minutes of Board of Faculty, Management Studies meeting held on 16.07.2018**

The Minutes of BOF(Management Studies) meeting held on 16.7.2018 **(Annexure-16.11.01)** are placed before the Council for consideration and approval.

Item No.AC/16/12 : **To consider and approve the Insurance Charges and Information Brochure fee.**

1. Life Insurance Cover to the students

It is brought to the kind notice of the Council that the University from the session 2017-18 providing group insurance cover of Rs.2.0 Lakh to all the students of the University through M/s New India Assurance Co. Ltd.(wholly owned by the Govt. India) at an estimated expenditure of Rs.50/- per student. However, this expenditure is not being charged from the students and the payment is being made from SAF.

It is proposed that we may make the insurance charges as part of the fee from the session 2019-20.

2. Issue of Information Brochure to the newly admitted students

The University after getting its Information Brochure printed from the market, issue a copy to the newly admitted students without any charges.

It is proposed that we may charge a sum of Rs.100/- by making the charges as part of the fee only for newly admitted students.

The above is placed before the Council for kind consideration and approval.

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Item No.AC/16/13 : **To note the Stay granted to Pt.L.R.College of Technology, Ballabgarh by the Hon'ble Punjab & Haryana High Court.**

It is brought to the kind notice of the Council that the State Govt. vide Notification No.S.O.48/H.A.21/2009/S.3A/2017 dated 21/6/2017 shifted all the Engineering Colleges situated at Faridabad and Palwal Districts to YMCA University of Science & Technology, Faridabad.

However, the above College vide CM-15535-CWP-2018 in CWP 9957-2018 filed a petition before the Hon'ble Punjab & Haryana High Court for grant of stay against the State Govt. Notification dated 21/6/2017. The Hon'ble High Court vide its orders dated 22.10.2018 (copy enclosed as **Annexure-16.13.01**) decided that the operation of the above notification shall remain stayed and the next date of hearing has been fixed as 12.2.2019.

The above College vide letter No.PTLRCT/MDU/A/F/2018 dated 25.10.2018 has further requested to the M.D. University Rohtak to permit to submit the RRs/CRs of B.Tech 3rd semester and RR of B.Tech 1st semester for the exam to be held in December,2018 and further to continue their affiliation with the MDU till final orders of the Hon'ble High Court.

The above is placed before the Academic Council for its information and further advice(if any) in the matter.

Item No.AC/16/14 **: To consider and approve modification in Examination Ordinance.**

The following is proposed by the Controller of Examination for consideration and approval of the Council:-

1. **Special Extra Chance for Exam**
   The Fee of Rs.10000/- may be read as Rs.10000/- per semester , as mention in the Exam. Ordinance.

2. Remuneration of Entrance Examination/Recruitment Examination

The remuneration may be read as under in addition to other existing categories:

Dy.Centre Supdt (Need based) : Rs.500/- per session in place of Rs.500/- lumpsum.

3. Constitution of UMC Committee

At present in Exam. Ordinance, UMC Committee is constituted with five members. Due to increase in students strength, it is proposed that UMC Committee may be constituted with atleast one member from concerned department.

4. Late Fee Fine

Late fee fine for deposition of any examination form after the last date is over, is proposed as under:-

(i) From 1-7 days	: Rs.200/- per student per semester
(ii)From 8-14 days	: Rs.500/- per student per semester
(iii)From 15-21 days	: Rs.1000/- per student per semester
(iv) With the permission of Vice-Chancellor upto one month before the commencement of examination	: Rs.5000/- per student per semester