

**MINUTES OF THE MEETING OF THE ACADEMIC COUNCIL OF IEC UNIVERSITY, BADDI, (H.P.) HELD ON JUNE 29<sup>TH</sup>, 2013 AT 10.30 AM AT UNIVERSITY CAMPUS, BADDI**

**THE FOLLOWING MEMBERS WERE PRESENT IN THE MEETING**

**Members**

Dr Navin Gupta	Vice-Chancellor	Chairman
Dr. R. K. Lalwani	Pro Vice-Chancellor	Member
Dr H.R. Verma	Dean of Academic Affairs,	Member
Ms Kulneet Suri	HoD International Cooperation	Member
Dr Kuldeep Raj Sharma	Asso Prof & HoD Chemistry	Member
Sri Randeep	AP (CSE)	Member
Sri Vijay Kumar	AP (MCA)	Member
Mr. Kuldeep Bartariya	AP (Management)	Member
Ms. Navneet Kaur	AP (Mass Commn.)	Member
Ms. Leenu Narang	AP (Fashion Designing)	Member
Ms. Geetika Sood,	AP (Law)	Member
Ms. Reetika Sood	AP (Eng.) & Dy. Controller of Exam.	Member
Mr. Lalit Kumar	Asstt. Librarian	Member
Sri R.K. Srivastava	Advisor to Chancellor	<b>Member Secretary</b>

**Special Invitee**

1. Dr DB singh Director IEC CET
2. Dr BP Sagar Director Pharmacy IEC CET
3. Sri Mukesh Bhardwaj Head Law Dept IEC Group
4. Ms Chhaya Joshi
- 5 Sri Rupesh Ananad

The chairman presided over the meeting on finding the quorum being present, he announced the meeting as commenced.

He then welcomed all the members present at the meeting. Mr. Dixit Gupta, Mr. Varun Pandey and Mr. Rajeev Kumar having shown their inability to attend the Meeting, leave of Absence was granted to them by the Chairman. He then briefed the committee about the broad vision and mission of the University and took the matters in the circulated Agenda one by one for discussion and approval of Committee.

## **Item no 1**

### **To take note of filling of vacancies of Members of Academic Council**

The Council took note of filling of vacancies of offices (as provided under Annexure 1) of Pro Vice Chancellor, Asst. Professor (EE), Asst. Professor (Management), AP (Maths), AP (English) and Controller of Examinations.

Consequent upon introduction of new Courses in the University, New Departments have been created and thus HoD's of AP (Mass Communication), AP (fashion Designing), AP (Law) were appointed as Members of Academic council.

Dr. R.K. Lalwani was appointed as the Pro Vice Chancellor of the University on 22.04.2013. Prof. Ramesh Kumar Lalwani received his PhD from Indian Institute of Technology, Kharagpur based on his doctoral thesis titled "Noise and Vibrations generated by Ball Bearings". For the next two years, he led the research group on "Elastic Wave Propagation in rods" at the institute fur Mekanik at Technical University Hannover, Germany. In 1975 he participated at International Centre for Mechanical Sciences, Udine, Italy. In 1976 he was appointed as a faculty at University of Benin, Benin City. In 1981 he joined as Head of Agriculture Engineering Department at the Federal University of Technology, Makurdi. He was then appointed as the dean of the Faculty of Engineering at University of Jos, Jos in 1985. In 1986 he was selected to join Tatung University of Technology, Taipei, Taiwan whereas Professor and consultant to Tatung Company he contributed in many research projects and publication along with teaching and guiding post graduate students. In 1989 he was awarded a citation which states " Professor Ramesh Kumar Jamnadas Lalwani of Tatung Institute of Technology has devoted himself to scholastic research and published many outstanding papers in different academic journals. We are hereby honored, in recognition of his great contributions to Science and Technology, to present him this Hsieh-Chih Association Award". In 1991 he joined Gajra Bevel Gears, Dewas as their ISO-9001 consultant. In 1992 he was appointed as the Principal of A. C. College of Engineering, Sangamner. Since then he has been working in many Indian Institutes of Technical education. He has published 3 books, many memoirs, and research papers. He is a life member of Indian Society for Technical Education and Fellow of the Institute of Engineers [India], Member of International NFPA, USA. From 2009 to 2011 he was

professor of Mechanical Engineering in top Malaysian and among the top 180 universities of the World the University of Malaya. In June 2011 he joined as Dean SelaQui Academy of Higher Learning, Dehradun, India. In 2012 he joined DBIT as its Director. The Chairman thanked Dr. Lalwani for being a part of IEC University and for contribution of his Immense Knowledge.

The Chairman welcomed and extended Greeting to all the new Members of the Council.

## **Item no 2**

### **To take note of the Minutes of the last Academic Council meeting held on February 15, 2013.**

After discussion the Council confirmed the Minutes of the Meeting of members of Academic Council (as provided under Annexure-2) held on February 15, 2013 and instructed compliance with the decisions taken.

## **Item no 3**

### **To take note of Action Taken Report of last Academic Council meeting held on February 15, 2013.**

Action Taken Report of the last meeting of Academic Council was tabled. The members discussed at Length and approved the same (Annexure 3).

## **Item no 4**

### **To take note of recommendations of Planning Board of the University.**

The members apprised the Chairman about the Constitution of Planning Board in the University which meets as and when required to discuss and decide upon planning, whether short term, mid term and long term of the University. Members

The Council took note of the recommendations of Meeting of Planning Board held on June 15, 2013 as provided under Annexure -4.

## **Item no 5**

### **To approve Mapping Committee.**

The Members of the Council discussed and approved constitution of Mapping Committee the terms and reference of which are provided under Annexure-5.

### **Item no 6**

**To consider and approve course structure and syllabi of all the New courses Approved by HP PERC and discuss the Constitution of Board of Studies and any other matter arising in the meeting.**

- a. The Council discussed the Course Structure and syllabus of All Semesters of all the New Courses as Approved by HP PERC and as prepared by Board of Studies, the same were approved as given in the Annexure 6 .
- b. The Council also discussed the Constitution of various Board of Studies prepared for the Programs / courses of the University, the same were taken note of as annexed under Annexure-6.

### **Item no 7**

**Recruitment of Officers, Faculty and supporting staff in the University.**

The Council discussed the Recruitment of Various Officers, Faculties and other Supporting Staff (as provided under Annexure 7) in the University made during the Year. The members were of the view that all the recruitments in the University shall be made through Selection Committee Headed by Vice Chancellor. Members further suggested that arrangements may be made to request HP Government to send their representative to University to make new appointments more transparent. After a brief discussion the Council approved all new recruitments made during the year 2012-13. The Council also discussed about the new posts to be created for next Academic Session.

### **Item no 8**

**To consider and appraise the visit by Team of HP regulatory body.**

The Members Apprised the Chairman about the visit by the Team of 3 Members of HP regulatory body on 6<sup>th</sup> May, 2013. The Members appraised the matter and took note of the same. (Annexure 8)

## **Item no 9**

### **Submission of UGC Performa.**

The Members apprised the Chairman that inspection of University by UGC is pending. The board discussed the matter and decided upon with a Performa under chapter 2F to apply to UGC on or before July 15, 2013 for Inspection being conducted, though the University is already listed on UGC Website and the University ensures compliance with UGC notifications.

## **Item no 10**

### **Multi entry & Exit System**

The Council discussed upon Multi Entry and Multi Exit of Students during the pendency of Course. After a brief discussion the Council decided to make a report thereon by Dr. R. Lalwani to take up in next Meeting. (Annexure 9)

## **Item no 11**

### **To decide upon Declaration of Results and Issuance of Mark sheets.**

The Council discussed upon the matter as whether the mark sheets will be issued either half yearly or annually. The Members suggested that, though results will be declared on half yearly basis or semester wise, however the Mark sheets will be issued to a Student, Annually. After a brief discussion the Council approved the same. (Annexure 10)

## **Item no. 12**

### **To decide upon dispute redressal regarding examination of two students.**

The Council discussed the dispute regarding examination of two students who were found cheating during the examination. After sufficient reply from Ms. Reetika Sood, Controller of Examination the Board enquired the matter in detail and decided to let the students take the examination as suggested by Examination Committee.

## **Item no. 13**

### **To decide upon policy of Migration.**

The Council discussed and decided that Migration of Students from one University to Another will create a lot of Problems and hence Migration from the IEC University shall not be allowed in any case. However migration may be allowed subject to payment of full fee for remaining period of the Course.

#### **Item no 14**

##### **To make provision for year back Students.**

The Council after a brief discussion decided that Special carry forward shall be provided to Students through a Special Notice. The Re-examination Fees shall be `200 per paper subject to Maximum of `1000 for such students. After a brief discussion the Council approved the same.

#### **Item no. 15**

##### **To identify rooms for examination papers & other records, time limit and manner thereof.**

The Chairman apprised the Board that for proper preservation and record, examination papers and other records shall be kept for a minimum period of 7 years in a room specifically identified for this purpose. The Committee also apprised the ideology of Mr. D.B. Singh, Special Invitee in the Meeting as to preservation of scanned copy examination papers. Finally the Committee approved for the time being all records in a specifically identified room for this purpose.

#### **Item no. 16**

##### **To decide upon next date of supplementary examination and declaration of results thereof.**

The Council decided that next date of Supplementary Exams shall be from 7<sup>th</sup> – 12<sup>th</sup> of August and results thereon will be declared within a week of conclusion of Examinations after which 3<sup>rd</sup> Semester classes shall commence.

#### **Item no 17**

##### **To decide upon new grade structure.**

The Council discussed and reviewed and discussed the old grade structure in detail. After a brief discussion, new grade structure as provided in Annexure-11 was approved by Committee subject to amendment in Ordinance of the University.

#### **Item no 18**

##### **To take note of other activities held in academic year 2012-13.**

The Members apprised the Chairman about various Cultural activities held during the year 2012-13. The Council took note of the same and decided to prepare a Report to be called 'Activity Report of IEC University'. Annexure 12.

### **Item no 19**

#### **To discuss upon organisation of Workshops and Seminars in the University.**

The Members Suggested the Chairman that various workshops and Seminars shall be held during the Academic Year 2013-14. The Council discussed the matter and decided upon to organise such events on regular intervals.

### **Item no 20**

#### **To decide upon minimum class strength.**

The Council decided that for conduct of any Elective Program course, there shall be minimum class strength of 15 students, the limit of which could be reduced on approval of Pro- Vice Chancellor.

### **Item no 21**

#### **To consider to approach the Distance Learning Council, Para medical Council, Medical Council for applying and getting approval of the Courses concerning these Councils.**

The members discussed to approach the Distance Learning Council, Para Medical Council and Medical Council for applying and getting approval of the Courses concerning these Councils. After a brief discussion, members approved the same.

### **Item no 22.**

#### **To take note of Activities of training & Placement division**

The Members apprised the Chairman that, IEC University has an active Training & Placement division. The Council took note of the activities of Training & Placement division. (Annexure 13)

### **Item no 23.**

#### **Any other matter with the permission of Chair**

The Chairman apprised the Council to members to implement Bottoms up Approach in the University. He further requested all concerned to submit there Budget and adhere to First Ordinance of IEC University.

**Vote of Thanks,**

The meeting concluded with the Vote of Thanks to the Chair.

**(Chairman)**

**Date:**

**Place:**

**(Secretary)**

**Date:**

**Place:**