

Agenda

11th Academic Council Meeting



SHAHEED BHAGAT SINGH STATE TECHNICAL CAMPUS, FEROZEPUR

(NBA and NAAC Accredited Autonomous Technical Integrated Campus Established by Government of Punjab)

VENUE: Committee Room, Block-D, SBSSTC Campus

DATE & TIME: 18-12-2018, 10:30 AM

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CONSTITUTION OF ACADEMIC COUNCIL

S. No.	Nomenclature	Designation
1.	Dr. T. S. Sidhu, Director, SBSSTC Ferozepur	Ex-Officio Chairman
2.	Prof. (Dr.) Savina Bansal, Dean R&D, Nominee of VC, MRSPTU, Bathinda	Member
3.	Prof. (Dr.) A.K. Goyal, Director, College Development Council, Nominee of VC, MRSPTU, Bathinda	Member
4.	Prof. Karanveer Singh, Controller of Examination, Nominee of VC, MRSPTU, Bathinda	Member
5.	Dr. Vikas Chawla, HOD-Mechanical Engg, IKGPTU	Member
6.	Dr. Satvir Singh, Associate Professor, ECE, IKGPTU	Member
7.	Dr. Yadwinder Singh, HOD, Electrical Engg, IKGPTU	Member
8.	Dr. Sehajpal Singh, Principal, Guru Nanak Dev Engg. College, Ludhiana	Member
9.	Dr. Balwinder Singh, Professor, GZS Campus CET, Bathinda	Member
10.	Er. Lalit Sharma Managing Director. M/s Young Industrial Corporation, D-320, Phase -8, Focal Point, Ludhiana	Member
11.	Mr. Ajay Sharma, Chief Executive, Drish Shoes Pvt. Ltd, Jalandhar.	Member
12.	Dr. Amarpal Singh, COE, BCET, Bathinda	Sp. Invitee
13.	Dr. Akshay Girdhar, COE, GNDEC, Ludhiana	Sp. Invitee
14.	Dr. Lalit Sharma, Associate Director, SBSSTC Ferozepur	Member
15.	Dr. Ajay Kumar, Dean Post Graduate Studies, SBSSTC, Ferozpur	Ex-Officio
16.	Dr. Tejeet Singh, Dean Accreditation and Autonomy, SBSSTC, Ferozpur	Ex-Officio
17.	Dr. Manjinder Singh, Dean Academic Affairs, SBSSTC, Ferozpur	Ex-Officio
18.	Dr. Amit Arora, Dean Affiliation and Approval	Ex-Officio
19.	Dr. Kultardeep Singh, Dean Students Welfare, SBSSTC, Ferozpur	Ex-Officio
20.	Dr. Rajiv Kumar Garg, Controller of Examination, SBSSTC, Ferozpur	Ex-Officio
21.	Dr. A.K. Tyagi, Professor, DASH, SBSSTC Ferozepur	Ex-Officio
22.	Dr. Sangeeta Sharma, Head DASH, SBSSTC Ferozepur	Ex-Officio
23.	Mr. Sukhwant Singh, Head Mechanical Engineering, SBSSTC Ferozepur	Ex-Officio

24.	Mr. Sukhwant Singh, Head BSc Agriculture, SBSSTC Ferozepur	Ex-Officio
25.	Dr. Rajiv Arora, Head Chemical Engineering, SBSSTC Ferozepur	Ex-Officio
26.	Dr. Rajiv Arora, Head Electrical Engineering, SBSSTC Ferozepur	Ex-Officio
27.	Dr. Vishal Sharma, Head Electronics and Comm. Engineering, SBSSTC Ferozepur	Ex-Officio
28.	Mrs. Daljit Kaur, Head Computer Science Engineering, SBSSTC Ferozepur	Ex-Officio
29.	Mrs. Parampreet Kaur, Head Civil Engineering, SBSSTC Ferozepur	Ex-Officio
30.	Prof. Avinash Singh, Head, School of Architecture, SBSSTC, Ferozepur	Ex-Officio
31.	Mr. Anil Bansal, Head Computer Applications and Management	Ex-Officio
32.	Dr. M.K. Kushwaha, Associate Professor, ME, SBSSTC Ferozepur	Member
33.	Dr. Kultardeep Singh, Associate Professor EE, SBSSTC Ferozepur	Member
34.	Dr. Rajiv Garg, Associate Professor, Chemical Engg, SBSSTC Ferozepur	Member
35.	Dr. Tejeet Singh, Associate Professor, ME, SBSSTC, Ferozepur	Member

Item No. 11.1: Confirmation of the proceedings of 10th meeting of Academic Council of SBSSTC, Ferozepur.

The approved proceedings of the 10th Meeting of the Academic Council held on 26-09-2018 were circulated to its members for information and comments, if any (**Annexure-I, Page No. 22 to 26**). No comments have been received.

The approved proceedings of 10th Meeting of the Academic Council are placed for confirmation please.

Item No.11.2: To report action taken on the decisions of the 10th meeting of the Academic Council of SBSSTC, Ferozepur.**Item No. 10.1 Confirmation of the proceedings of 9th meeting of Academic Council**

Decision: The proceedings of the 9th meeting of Academic Council were confirmed as no comments have been received from any member of Academic Council.

Action: No action is called for.

Item No. 10.2 To report action taken on the decisions of the 9th meeting of the Academic Council

Decision: The action taken report was approved by Academic Council (AC).

Action: No action is called for.

Item No. 10.3 Approval of Restructuring of Intake of various programmes of SBSSTC, Ferozepur.

Decision: The item was discussed thoroughly in the meeting and following decisions were taken:

- i. The intake of B. Tech. Civil Engineering should be reduced from 120 to 60.
- ii. The intake of B. Tech. Chemical Engineering should be reduced from 30 to 20.
- iii. The intake of B.Sc Agriculture should be increased from 30 to 60.
- iv. Further, it was also decided that the M.Tech Courses in Computer Science & Engg, Electronics & Communication Engg and Mechanical Engg should remain continue for one more year before any decision on the closure of these.

Further, the following committee was constituted to formulate scheme and structure of new course “integrated certificate-diploma-degree courses with multiple exits,

- 1) Dr. A.K. Tyagi, Professor, Applied Sciences & Humanities- Chairman

2) Dr. Ashok Kumar Goyal, Director, CDC, MRSPTU, Bathinda
-Member

3) Dr. Yadwinder Singh Brar, HOD EE, IKGPTU,
Kapurthala-Member

4) HOD of Department who wants to start the course-Member

Action: The decision being implemented.

Item No. 10.4 Implementation of grading system of IKGPTU to 2018 batch and onwards.

Decision: Item was approved as proposed. Further, it was decided that the Controller of Examination will explore the possibility for using the software being used by IKGPTU for examination conduct and declaration of result etc. If it is found useful by COE, the IKGPTU will be approached for purchasing the software.

Action: Decision implemented.

Item No. 10.5 Fees to be charged from students after 8th semester for clearing their detention in subjects.

Decision: Item was approved as proposed for all courses. However, the students can register for maximum credits as per rules. Further, the fee charged from the students should not be more than that for one semester under all circumstances.

Action: Decision implemented.

Item No. 10.6 Regarding students remaining continuously absent from the classes.

Decision: Item was approved as proposed. However, implementation of the decision will be reviewed in the next meeting.

Action: The Decision being implemented.

Item No. 10.7 Approval of Change in Question Paper Pattern-Regarding.

Decision: The item was ratified as proposed at Sr. No. 10.7 (i). However in future the decision taken in 3rd meeting of BOS of Mechanical Engineering Department dated 9.12.2017 will be followed (Item No.3.02)

For item no. 10.7 (ii), it was decided that the choice should be given to students within the questions at the end of comprehension paragraph.

Further, it was decided that the question paper pattern for PGDCA and BSc Agriculture shall remain same as that of Non-AICTE Courses.

Action: Decision implemented.

Item No. 10.8 Ratification for change in duties in the evaluation centre and remuneration.

Decision: Item was ratified as proposed.

Action: Decision implemented.

Item No. 10.9 Ratification for external question paper setting for Bachelor in Architecture.

Decision: Item was ratified as proposed.

Action: Decision implemented.

Item No. 10.10 Approval for Extension in Tenure of the Committee for Deciding Unfair Means Cases.

Decision: The item was approved as proposed.

Action: Decision being implemented.

Item No. 10.11 Approval of Amendment in Board of Studies (BoS) of the Department of Applied Sciences & Humanities.

Decision: Item was approved as proposed. Further, it was decided that in case any external expert is not available, then concerned HOD

should invite any other expert with the approval of Chairman Academic Council.

Action: Decision implemented.

Item No. 10.12 Ratification of minutes of 4th Meeting of Board of Studies of the Department of Applied Sciences & Humanities.

Decision: Item was ratified as proposed.

Action: Decision implemented.

Item No. 10.13 Ratification of the minutes of meeting of the Department of Applied Sciences & Humanities regarding incorporation of bridge courses in basic Physics, Chemistry and Mathematics for B. Tech. 1st year students as proposed by AICTE.

Decision: Item was ratified as proposed.

Action: Decision implemented.

Item No. 10.14 Approval of Board of Studies of Department of Agriculture.

Decision: The item was approved as proposed.

Action: Decision implemented.

Item No. 10.15 Approval to Implement syllabi of IKGPTU Jalandhar for students of MCA/MCA (Leet)/BCA/PGDCA admitted in academic year 2018 onwards.

Decision: The item was approved as proposed.

Action: Decision implemented.

Item No. 10.16 Approval of Proposed curriculum for coursework of PhD in Chemical Engg.

Decision: The item was approved as proposed subject to approval by BOS of Chemical Engg and changes if any shall be taken care of. Also, the same syllabus for the subject Research Methodology should be followed as followed by Mechanical Engineering department.

Action: Decision implemented.

Item No. 10.17 Ratification of course codes of open elective offered by Electrical Engineering department to students of other departments

Decision: The item was ratified and approved as proposed except the course codes of departmental electives.

Action: Decision implemented.

Item No. 10.18 Ratification of Proceedings of Board of Studies of Various Departments of SBSSTC.

Decision: The item was ratified and approved as proposed. However, in 4th meeting of BOS for Computer Science and Engineering department, the Item No.4.3, the renaming of the subject Data Base Management system BTCS502A to Relational Database management system is not allowed. Further, it was also decided that in future, the chairman of the Board of Studies should be HOD of concerned department as per UGC norms.

Action: Decision implemented.

Item No. 11.3: Regarding the implementation of grading system of IKGPTU Jalandhar on 2018 batch and onwards.

In the 10th meeting of Academic Council of the institute held on 26/9/18, it was decided to implement IKGPTU grading system in toto for 2018 batch onwards, vide agenda Item No 10.4, as the affiliation of the institute has been shifted from MRSPTU, Bathinda to IKGPTU Jalandhar. The grading system being followed by the IKGPTU is different from the already existing grading system in the institute which is based on the grading system of MRSPTU Bathinda. Therefore, a request was sent to the University (IKGPTU) to have meeting with the Vice Chancellor and other officials (**Annexure –II, Page No. 27**).

On 4/12/18 a meeting was held at 11 AM in the office of Dean Academics, IKGPTU Jalandhar regarding the choice based credit system. Dr Manjinder Singh (Dean Academics) and Dr Rajeev K Garg (COE) participated in the meeting on behalf of SBSSTC Ferozepur to discuss the issue. After thorough discussions, the following decisions have been taken:

1. The absolute grading system has to be applied to the students of 2018 batch onwards as IKGPTU has already implemented the same for other autonomous institutes affiliated to IKGPTU Jalandhar namely, BCET Gurdaspur and GNDEC Ludhiana.
2. The IKGPTU regulations 2004 (applicable to 2004 batch onwards) will be applicable for 2018 batch onwards. The total marks obtained in a given subject will be converted to letter grade by using the equivalence table available for absolute grading system in Choice Based Credit System of the IKGPTU Jalandhar issued in 2016.
3. As per the practice being followed by the university, a candidate has to score 40% in mid semester and 40% in the end semester evaluation separately to pass a subject. The candidate will earn grade F in case he/she fails in mid semester evaluation and/ or end semester examination.
4. The candidate is allowed to appear for reappear in the mid semester evaluation and/or end semester evaluation depending on failure of the candidate in mid semester evaluation and/ or end semester examination respectively.
5. The choice based credit system of the institute applicable for 2015 batch onwards was applicable to the students of 2018 batch as well. Since the decision of implementation of IKGPTU Jalandhar grading system to 2018 batch onwards is delayed, therefore the college may take the decision regarding moderation (if required) for the awards of 1st semester of 2018 batch at the college level.

In reference to this meeting, the institute has received email dated 07/12/18 with the subject, “Regarding implementation of absolute grading system in SBSSTC, Ferozepur”. The printout of the same is attached at **Annexure – III, Page No. 28**. The report by the institute officials is placed at **Annexure – IV, Page No. 29**. The Choice Based Credit System of the IKGPTU Jalandhar issued in 2016 is placed at **Annexure – V, Page No. 30 to 47**.

According to the facts stated above, the guidelines for the award of grades for 2018 batch onwards will be as follows:

Guidelines for the Award of Grades

The absolute grading system as being followed by IKGPTU will be applicable to the students of 2018 batch onwards.

According to this system, in the absolute grading system a student will be awarded a letter grade in each course he/she has registered for, indicating his/her overall performance in that course. There are twelve letter grades: O, A+, A, B+, B, C, P, F, Ab, I, E and S/US. The correspondence between letter grades, grade points (on a 10-point scale), percentage marks and academic performance is given below:

S. No.	Letter Grade	Marks(%)	Academic Performance
1.	O	≥ 90 to ≤ 100	10
2.	A+	≥ 80 to < 90	9
3.	A	≥ 70 to < 80	8
4.	B+	≥ 60 to < 70	7
5.	B	≥ 50 to < 60	6
6.	C	≥ 45 to < 50	5
7.	P	≥ 40 to < 45	4
8.	F	< 40	0
9.	Ab	Absent	-
10.	I	Incomplete	-
11.	E	Detained	0
12.	S/US	Satisfactory/ Unsatisfactory	-

No student can pass a theory/ practical course without securing at least 40% of the maximum marks each in mid semester evaluation and end semester evaluation.

The following are the general guidelines for the award of grades:

- i. All evaluations of different components of a course announced in the course plan shall be done in marks for each student.
- ii. The marks of various components shall be added to get total marks secured on a 100 point scale.
- iii. For any course, the above table will be used to award letter grades corresponding to the secured marks (sum of mid semester and end semester marks).
- iv. A student getting F grade in a course due to non-fulfillment of minimum percentage of marks requirement may appear for supplementary examination as per Academic Calendar provided the student has fulfilled the attendance requirement in that course.
- v. The candidate has to score 40% in mid semester and 40% in the end semester evaluation separately to pass a subject. The candidate will earn grade F in case he/she fails in mid semester evaluation and/ or end semester examination.
- vi. "E" grade is awarded if student is detained i.e., attendance in theory class/laboratory is less than 75% and the student will have to repeat the course as and when offered.
- vii. "I" grade denotes incomplete performance. It may be awarded to a student if he/she does not appear in End Semester Examination due to some extraordinary circumstances with the approval of Honorable Director.
- viii. "Ab" grade is awarded if the student is absent in the End Semester Examination without any valid reason.
- ix. "P" grade shall not be awarded for percentage of marks less than 40%. still further, no student having 40% or more marks will be awarded failing grade "F" i.e. any student having 40% or more marks will get at least "P" grade.
- x. It is also compulsory to appear in the End Semester Examination. If student does not appear in the End Semester Examination without the permission of Hon'ble Director, he/she will be awarded "Ab" grade in that course.
- xi. A student can apply for improvement in grade of any course in which he/she has got "P" grade. He/she will be allowed to appear only in End Semester Examination and will be evaluated as per performance of his original class. In any case grade of other students of his/her original class shall not change. The student can improve at the most, in two subjects and maximum grade can be up to "A" grade if CGPA is more than 6.0 at the end of degree. However, student can improve more than two subjects and maximum grade can be up to "A" grade to attain the 6.0 CGPA (or 60% marks) if CGPA is less than 6.0 at the end of the degree.
- xii. A student who secures "F" or "Ab" grade will have an option to appear in End Semester Examination i.e. external component. His/her internal assessment marks will be frozen and he/she will be given grade as per fixed thresholds as per Table given above. Moreover, he/she will also have the option to repeat the course by re-registering in that course, whenever it is offered next time.

- xiii. The candidate is allowed to appear for reappear in the mid semester evaluation and/or end semester evaluation depending on failure of the candidate in mid semester evaluation and/ or end semester examination respectively – in deviation of the rules stated in the Choice Based Credit System of the IKGPTU Jalandhar 2016.**

EXAMINATION AND ASSESSMENT

The performance of student in each course shall be evaluated through continuous assessment consisting of examinations/tests/quizzes etc. as per the guide lines given in Table below. An academic calendar indicating the schedule of continuous assessment will be notified by the Institute before the start of the academic session.

Examination (Theory)	Syllabus to covered in examination	Time allotted for the examination	Weightage (Marks)	Remarks
Midterm Sessional Test (MST - I)	Upto 33%	1.5 Hour	24	Best two tests shall be considered and in any case no special test will be conducted for the students who remained absent in any of the MST. MST-I, II, III and quizzes etc constitute internal evaluation.
Midterm Sessional Test (MST - II)	33 % to 66 %	1.5 Hour		
Midterm Sessional Test (MST – III)	66 % to 100 %	1.5 Hour		
Quizzes/Group discussion / Class discussion/ attendance/ seminars / projects/ case studies assignments etc,	As per discretion of teacher	As per discretion of teacher	16%	
End Semester Examination	100% Syllabus	3 Hours	60%	Checking of answer sheets will be done at the Institute level. This component is called external evaluation
Total			100%	Marks may be rounded off to nearest integer
Practical				
Daily evaluation of practical records/Assignment/Viva Voce/			60%	Internal Evaluation

Attendance etc				
Final Practical Performance + Viva Voce	100%	3 hours	40%	External Evaluation
Total			100%	Marks may be rounded off to nearest integer

Computation of Grade Point Average

The SGPA (Semester Grade Point Average) is an indicator of the overall academic performance of a student in all the courses he/she has registered during a given semester. For m number of courses registered in a semester, each having credit C_i and Grade academic performance G_i , the SGPA is given by

$$SGPA = \frac{\sum_{i=1}^m C_i G_i}{\sum_{i=1}^m C_i}$$

Similarly, the CGPA (Cumulative Grade Point Average) indicates the overall academic performance of a student in all the courses registered up to and including the latest completed semester/supplementary term. It is computed in the same manner as the SGPA, considering all the courses (say, n), and is given by

$$CGPA = \frac{\sum_{i=1}^n C_i G_i}{\sum_{i=1}^n C_i}$$

The conversion of SGPA or CGPA to percentage will be carried out by multiplication of the respective SGPA or CGPA with a factor of 9.5. The equivalence of the grade point average and percentage is mentioned in the table below.

Academic Performance (SGPA/CGPA)	10	9	8	7	6	5	4	0
Percentage	95	85.5	76	66.5	57	47.4	38	0

Percentage = SGPA/CGPA x 9.5

SGPA and CGPA shall be calculated up to two decimal place, after rounding off the third decimal to the nearest second place integer decimal i.e. 0.005 is to be increased to 0.01. CGPA should be computed after every semester.

An honors degree will be conferred at CGPA of 8.0 or above provided student should not have obtained even a single "F", "Ab" or "E" in any course during whole duration of the course.

In addition to these conditions, if any other condition mentioned in choice based grading system of IKGPTU Jalandhar or otherwise should be applied, the same may be deliberated upon.

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

Item No.11.4: Regarding the moderation of mid semester/end semester examination marks for first semester of 2018 batch students in consequence of the implementation of grading system of IKGPTU Jalandhar.

As already discussed in Item No. 11.3, it was decided to implement IKGPTU grading system in toto for 2018 batch onwards, as the affiliation of the institute has been shifted from MRSPTU, Bathinda to IKGPTU, Jalandhar. The grading system being followed by the IKGPTU is different from the already existing grading system in the institute.

1. As per the existing grading system in the institute, a candidate has to score a minimum of 25% marks in the end semester examination in addition to other conditions to pass a given subject. The same condition had been intimated to the students of 2018 batch at the time of admission.
2. In consequence of the implementation of IKGPTU Jalandhar grading system, a candidate has to score 40% in mid semester and 40% in the end semester evaluation separately to pass a subject. The candidate will earn grade F in case he/she fails in mid semester evaluation and/ or end semester examination.

As the decision regarding the implementation of IKGPTU Jalandhar grading system is delayed, it is proposed that a onetime upgradation/moderation of mid semester/end semester marks may be allowed for the mid semester/ end semester examinations held in Nov-Dec 2018 for first semester of 2018 batch. **The extent of this upgradation may be decided by the Academic Council.**

The matter is placed before the Academic Council for consideration please.

Item No 11.5: Regarding change in question paper pattern.

In the 10th meeting of academic council of the institute the question paper pattern for Machine Drawing BTME-303A/ BTME 303 had been decided vide agenda Item No. 10. 7. According to the decision, the question paper should not contain short answer type questions of 02 marks each. The question paper consists of assembly drawings and the number of questions and marks distribution for the same is ambiguous.

A suitable pattern may kindly be decided for this subject.

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

Item No.11.6: Ratification of change in examination process for B Arch end semester examinations.

In the 3rd meeting of Academic Council of the institute on 28/8/15, the examination process had been approved vide agenda Item No. 3.4. According to this decision, all end semester examinations are to be held in the examination centre. Principal School of Architecture had submitted a representation dated 2/11/18 to the Director that for the examination of some of the B. Architecture subjects, drawing tables of architecture department are required. The shifting of these tables to examination centre and back to the department in each examination session results in undue breakage of the furniture. Therefore the examination of these subjects should be held in the Department of Architecture and Principal School of Architecture shall be responsible for the same.

Subsequently with the approval of the Director (Chairman Academic Council), the examination for these subjects has been/ is being conducted in the Department of Architecture for November 2018 session. It has been decided that the necessary examination material shall be issued to the invigilator deputed by the centre superintendent on the day of examination and the same will be submitted back to the examination centre at the end of examination by the concerned invigilator.

The matter is placed before the Academic Council for consideration and ratification please.

Item No. 11.7: Revision of rates of remuneration for various examination related activities in consequence of revision of rates by IKGPTU Jalandhar

As decided in the 4th Academic Council meeting held on 19/10/15 vide Item No. 4.6 that the prevailing rates of remuneration as specified by MRSPTU/IKGPTU shall be applicable for the various examination related activities. Recently IKGPTU Jalandhar has revised the rates vide dated (Annexure-VI, Page No. 48-52). The revised rates of remuneration thus may be applicable with immediate effect.

In addition in the 6th Academic Council meeting held on 22/8/16 it had been decided that the Assistant to Controller in the evaluation centre shall be paid Rs.0.75 per answer sheet keeping in view the limited number of answer sheets handled, vide Item No. 6.12. As IKGPTU Jalandhar has revised/enhanced all its rates in evaluation centre by approximately Rs 0.10 per answer sheet for various responsibilities, it is proposed that the remuneration rate of Assistant to Controller may be revised to Rs. 0.85 per answer sheet from Rs 0.75.

The item is placed before academic council for the consideration and approval please.

Item No. 11.8: Constitution of Department Research Committees (DRCs) for various Departments of SBSSTC, Ferozepur.

Department Research Committees of various departments viz. Department of Applied Sciences and Humanities, Department of Computer Science and Engineering, Department of Chemical Engineering, Department of Electronics & Communication Engineering and Department of Mechanical Engineering are constituted in consonance with the decision taken in the 10th Academic Council Meeting held on 26.09.2018. The above mentioned committees are placed at **Annexure –VII, Page No. 53-57.**

The item is placed before academic council for the ratification please.