

INTER OFFICE NOTE



From: Academic Cell

To: All The Concerned

No. AC/ION/2022-23/95

Date: 08 June 2023

Minutes of Meeting: Academic Council

Academic Session: 2022-23

1. Please refer to Policy Letter No. Reg./Policy/2016-17/04 dated 06 July 2016.
2. Academic Council Meeting of all the internal and external members has been conducted as detailed below:

Date of Meeting:	03 June 2023
Time:	01:00 pm
Mode of Conduction:	Hybrid [Online* + Offline] *Zoom Link: https://zoom.us/j/3917074158?pwd=emJLSkVaMmMySzQxMFIUWnJZZWVPZz09 Meeting ID: 391 707 4158
Venue:	Conference Hall, A-Block

3. The following members of Academic Council have attended the meeting:

Dignitaries	Role
Director	Chairman
Dean (Academics)	Secretary
Associate Director (Placement, Entrepreneurship & Alumni Cell)	Member
All Associate Deans & HoDs	Members
Head Computer Center, Convener (R & D Cell), Convener VE Cell & President (IIC)	Members
COE, Registrar & Librarian	Special Invitees (Internal)
Dr. Satish Kumar Singh [Section Chairman, IEEE UP Section & Registrar, IIIT Allahabad (UP)]	External Member (Faculty Expert)
Prof. (Dr.) Karunakar Singh [Former Pro VC, HBTU Kanpur (UP)]	External Member (Faculty Expert)
Dr. Vikrant Bhateja [Associate Professor, IET, VBSPU, Jaunpur (UP)]	External Member (Faculty Expert)
Dr. Sanjeev Kumar Shukla [Sr. Principal Scientist, CSIR-CDRI, Lucknow (UP)]	External Member (Scientist)
Shri Vinod Kumar [Regional Director, RCMA, DRDO (UP)]	External Member (Industry Expert)

4. The details discussed in this meeting have been summarized below:

S. No.	Agenda Points	Outcome(s) of Pre Academic Council Meeting	Outcome(s) of Academic Council Meeting
1.	Vetting on the important and significant issues discussed in the PAC of various departments.	Online Quizzes should be conducted for early joining students.	(a) Online Quiz Tests should be planned for early joining students with the help of some external vendor. (b) Weightage of online Quiz Tests should be reduced for internal assessments.
		Workshops/Webinars/Seminars for Research Project Writing should be planned on periodic basis at Central and Department Level.	At least TWO Workshops / Webinars / Seminars (preferably in offline mode) in a semester for Research Project Writing should be planned at Central/Department Level in a semester for Pre Final and Final year students.
		Extra Attention should be given on presentation skills of students (II year onwards).	More emphasis should be given on this part under SDP program.
		Design and Analysis part with some marks weightage should be included in final year project policy.	(a) Design and analysis part should not be made mandatory. (b) However, this should be included under existing "Innovation Marks" as over and above.
		Inclusion of Human Values courses in MCA curriculum should be suggested to AKTU.	Suggestion has been sent to AKTU on 05 June 2023 by HoD (MCA).
		Guest Lectures/Expert Talks on Digital Marketing for CS / IT departments.	This point is vetted by all with inclusion of BCA & MCA departments too.
		Guest Lectures from industry experts should be conducted to make the students industry ready.	All the departments should conduct Guest Lectures/Expert Talks from Industry Experts (Alumni Interactions may also considered for the same).
		B. Tech. projects should be based on Research and Development in collaboration with reputed institutes (CE).	As an standard practice all the departments should collaborate some of their project for reputed institute in respective or interdisciplinary field.

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		Approvals of Vision and Mission (B.Com.), Cos (BBA II Year), POs (BCA) have been passed.	Vetted by Council.
2.	Semester Action Plan of RDC, EDP, IIC & VEC.	Best Innovative Idea awards will be introduced.	(a) Criteria/Parameter for Best Innovation awards should be decided/approved by a committee consisting IIC president, HoDs of all departments and an external expert (of each field). (b) This award should include a certificate with some Cash reward.
		Planning vs. Execution Report would be submitted during last week of June 2023.	Compliance shall be checked by Academic Cell.
3.	Final Year Projects with emphasis on Human Values in society.	Final year projects should be beneficial to human race. For this purpose, a section should be mandatorily included in the reports (Synopsis as well as final Dissertation).	(a) A section of societal impact of project should be mandatorily included in the reports (Synopsis as well as final Dissertation). (b) In MBA/MCA, project work should be initiated from II Sem. onwards.
4.	E-book repository (Session: 2022-23)	The status of the e-repository data will be shared (by Librarian) with all the concerned by 05 June 2023.	Online book Subscription of some reputed publications like TMH, PHI, and Oxford Press etc. should be added.
5.	Policies: Revision(s) to be approved:		Vetted by Council
	(a) Alternate Arrangement of Classes during Leaves	Enacting of new and revision in old policies have been discussed by Dean (Academics).	
	(b) Attendance Criteria for appearing in Quiz Tests		
	(c) Attendance for Event Participants		
(d) Early Joining of Final Year Students			

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	(e) Quality Audit Policy of academic documents.	----	(a) Reward (may be extra leave credit, etc.) should also be given to the faculty member with no QAR in the same semester. A committee; consisting an external member and two HoDs should be formed for such reward. (b) An audit for the generated LWP revenue vs. award/reward to faculty members should also be prepared semester-wise (by AQAC).
	(f) Mentor-Mentee Meeting Policy	The Mentor-Mentee policy will be revised by 08 June 2023.	A Professional Counselor should be appointed in college
	(g) R & D Cell Policy (Incentive for Research Achievement)	(a) Research journals that are no longer in the Scopus Index; will not be considered under Research Incentive category. (b) Fees will be reimbursed to the faculty member or students who have cleared the NPTEL exam with Silver or Gold Rankings. (c) Convener (RDC) will submit the list of all faculty members eligible for Research Incentive (with valid proof) by 08 June 2023.	(a) List of poor/bogus journals should be circulated among all the faculty members as well as students by Convener (R&D Cell) by 12 June 2023. (b) Convener (R&D Cell) may plan a seminar to make the faculty aware regarding such journals. (c) Do not encourage Poor/Bogus Journals to increase the count of research papers in the Department/College.
	(h) Students' Council Policy	The Student's Council policy will be revised by 08 June 2023, in which the minimum attendance criteria will be reduced to 50% (during meetings).	Academic suggestion(s) from MoM of Student Council Meeting may also be considered to discuss and vet in Academic Council meetings.


 Prof. (Dr.) Bhavesh Kt. Chauhan
 Director