



Minutes of Third Meeting of the Senate held on
27th June, 2014

The third meeting of the Senate of NIT Manipur was held on 27th June, 2014 at 11.00 a.m. at the Conference Hall of NIT Manipur, Takyelpat, Imphal-795001 and the following members were present:

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| 1. Dr. S. Birendra Singh, Director, NIT Manipur | -Chairman |
| 2. Prof. Sukumar Nandi, Deputy Director, IIT Guwahati | -Nominated Member |
| 3. Prof. Sumitra Phanjaobam, Dept. of Physics, MU, Imphal | -Nominated Member |
| 4. Prof. S.C. Saha, Dept. of Mech. Engg, NIT Agartala | -Member |
| 5. Dr. Kh. Manglem Singh, Dean (AA) | -Member |
| 6. Dr. Potsangbam Albino Kumar, HOD Civil | -Member |
| 7. Mr. L. Suraj Kumar, HOD ECE | -Member |
| 8. H. Niranjana Singh, HOD ME | -Member |
| 9. Dr. Y. Rohen Singh, Associate Dean (R&C, P&D, FW, SW) | -Spl. Invitee |
| 10. Dr. Ibetombi Soibam, Admission in charge (PG and PhD) | -Spl. Invitee |
| 11. Dr. Th. David Singh, Admission in charge (UG) | -Spl. Invitee |
| 12. Benjamin Shimray, Controller of Examinations | -Spl. Invitee |
| 13. R. K. Lalit Singh, Registrar, NIT Manipur | -Secretary |

Following members of the Committee were absent due to their personal reasons.

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| 1. Prof. I. S. Khaidem, Former VC, MU, Imphal | - Distinguished Invitee |
| 2. Prof. V. Ramachandran, Director, NIT Nagaland | - Distinguished Invitee |
| 3. Prof. V. Deshpande, Director, NIT Silchar | - Distinguished Invitee |
| 4. Prof. E. Bijoykumar, Dept of Economics, MU, Imphal | - Nominated Member |
| 5. Dr. N. C. Talukdar, Director, IBSD, Imphal | - Distinguished Invitee |
| 6. Prakash Choudhary, Asst Prof, NIT Manipur | - Member |

At the outset the Chairman welcomed the members to the Third meeting of the Senate.

The Director then initiated the discussion on the agenda items.



Item No. 1

Confirmation of the minutes of the Second Senate held on 31/10/2013 at NIT Manipur and action taken so far.

Resolution 3/1(a): The Senate confirmed the minutes of the second Senate.

Resolution 3/1(b): The Senate noted the action taken report.

Item No. 2

Award of BTech Degree

To recommend the award of BTech degree to those students who graduate BTech in 2014 (Annexure 3.2, pp.3).

Resolution 3/2:

Senate recommended the award of the B. Tech degree of respective branches to the students who completed all prescribed requirements of the award of the degree (Annexure 3.2, pp.3).

Senate also authorised the Chairman Senate to include other students who fulfilled the requirement of the award of the degree before the convocation.

Senate also resolved that a special institute medal be given to the overall topper and remaining branch toppers also be given institute medals in the convocation.

Senate also authorised Chairman Senate to recommend eminent persons to BOG for the Chief Guest of the first convocation. Date of convocation may be fixed as per the convenience of the Chief Guest.

Item No. 3

B. Tech Programme

- I. To approve the common syllabi of B. Tech courses of CSE, ECE, EEE, CE and ME for Semesters I and II for B. Tech. 2014 onward (Annexure 3.3(I), pp. 4).
- II. To approve Humanities and Mathematics syllabus for B. Tech. (Annexure 3.3(I), pp.11)
- III. To approve the syllabi of BTech courses of CSE, ECE, EEE, CE and ME for Semesters III – VIII for BTech 2013 onward (Annexure 3.3(I), pp. 16).
- IV. To approve the interim credits for B.Tech 2013 batch, Semesters I and II as a special case and thereby declaring the results of I and II Semester 2013 batch on the above basis.(Annexure 3.3(I), pp. 76).
- V. To approve the conversion of CPI/CGPA to percentage marks by multiplying CPI/CGPA by 10 for all courses wherever applicable.
- VI. To approve the use of weighted CPI/CGPA from the first Semester to the last to award Grade Card sheets for all courses wherever applicable.
- VII. To recommend to increase the seat capacity of BTech in ECE, EEE, CE and ME from 30 to 60 seats from 2015 onward.
- VIII. To approve addendum to B. Tech. ordinance
 - (a) To approve increase of the maximum credit from 48 to 60 per semester to enable those students who fail in many subject to give parallel examination.
 - (b) A student should not be allowed to admit in Kth year from (K-1)th year if he/she fails (k-2)th year with more than 3 papers.
 - (c) A student should not be allowed to give more than 3 papers in supplementary examination.
 - (d) A student should not be allowed to give parallel examination in more than 3 back papers.
- IX. To approve Year Back Student Batch wise
Student admitted in 2011, but having year back in first year (Repeated first year again in 2012) will follow the new rules and regulation as applicable to 2012 batch. Hence, those students will not be entitled to have summer course and instead they have to write supplementary exam. The same will also be applicable for the subsequent batches. Student



- having Year back will have to register again along with his/her junior batch in all subjects following all prevailing rules and regulation as applicable to the junior batch.
- X. To approve Change of branch criteria
For student admitted in 2013, change of branch will be permitted as per the rules and regulation in the prospectus. The B.Tech Ordinance 2013 regarding branch change will be made applicable from 2014 onward.
- XI. To approve Supplementary examination and termination from the program (B. Tech Ordinance 2013 clause 10.1 and 13.1) criteria:
The Rules and regulation regarding supplementary examination and termination from the program as mentioned in B. Tech Ordinance 2013 will be made applicable from 2014 onwards as for 2013 batch relevant rules and regulation are already given in the prospectus.

All points are discussed in details. The senate also observed and opined the followings.

- Inclusion of non-credit course of 2 hours on (i) Physical training I (PT 101) in 1st semester and Physical training II (PT 102) in 2nd semester.
- To interchange of subjects “Analog Integrated Circuit” in 3rd semester and “Digital Electronics” in 4th semester for EEE in the proposed structure.
- To include non credit course of 2 hour on (i) NSS/NCC/NSO I (SA 201) in 3rd semester and NSS/NCC/NSO II (SA 202) in 4th semester.
- To appoint a counselor for counseling the students who can also take classes in SA 201/SA202 courses.
- For strong co-operation between ECE & EEE departments for running UG and PG courses efficiently and smoothly.
- Involvement of instructors from related departments to conduct institute level core subjects instead of instructors from a single department such as Engineering Graphics, Workshop, Engineering Mechanics etc.
- To include as far as possible at most two (2 nos) of Text books in preparation of syllabus.
- Redistribution of HSS electives evenly on both odd and even semester considering all branches .
- To prepare course structure and syllabi for remaining semesters with discussion among departments as well as external experts.

Resolution 3/3:

Resolution 3/3 (I):

After thorough discussion, the Senate approved the syllabi of B.Tech course of CSE, ECE, EEE, CE, ME for semester I and semester II for 2014 batch onwards (Annexure 3.3.(I), page 4).

Resolution 3/3 (II & III):

Senate after detailed discussion resolved to approve third semester syllabi of B. Tech. courses of CSE, ECE, EEE, CE, ME as noted in Annexure 3.3 (II & III), page 16.

Resolution 3/3 (IV): Senate also looked into the matter and approved (Annexure 3.3 (IV), page 76).

Resolution 3/3 (V): Senate agreed the conversion formula to be included in the transcript.

Resolution 3/3 (VI): Senate dropped the agenda item.

Resolution 3/3 (VII): Senate recommended to BOG for consideration of increasing the intake.

Resolution 3/3 (VIII): Senate dropped the agenda item.

Resolution 3/3 (IX): Senate dropped the agenda item.

Resolution 3/3 (X): Senate dropped the agenda item.

Resolution 3/3 (XI): Senate dropped the agenda item.



Item No. 4

Postgraduate Courses

- I. To approve the syllabi of MTech courses of CSE, ECE & EEE, and MSc courses of Phy, Che & Math (Enclosure VI, pp. 77).
- II. To give administrative approval to start MTech in ECE (VLSI and Embedded Systems), EEE (Power and Control Systems) from 2014.
- III. To approve the Intake capacity in M. Tech. and MSc per subject = 15.

All points are discussed in details. The senate also observed and opined the followings.

- Rename of few subject of mathematics.
- To include practical oriented subjects in physics.
- Rename CH631 as project for chemistry.
- To rename project as thesis for MTech.

Resolution 3/4:

Resolution 3/4 (I):

Senate after thorough discussion approved the syllabi of M. Tech. courses of CSE, EEE and MSc courses (Annexure 3.4 (I), pp. 77).

Resolution 3/4 (II): Senate approved the proposal to start M. Tech. in ECE (VLSI and Embedded Systems), EEE (Power and Control Systems) from 2014.

Resolution 3/4 (III): Senate approved the intake capacity in M. Tech. and MSc as 15 per subject.

Item No. 5

Manpower

Intake capacity BTech	510
Intake capacity MTech	45
Intake capacity MSc	45
Total intake capacity	600
Faculty requirement	60 (1:10 basis)
Present faculty strength including recently advertised one	37
Additional faculty	23+12*
Department-wise requirement	

	CSE	ECE	EEE	CE	ME	Phy	Che	Math	Eco	Man	Total
Asst Prof	4+2	4+2	4+2	3	3	1+2	1+2	1+2	1	1	23+12*
Tech Asst	2	2	2	2	7	2	2	1	0	0	20
Attendant	3	3	3	3	7	1	1	1	0	0	22

*Additional manpower due to new courses (MTech, MSc & BTech (CE and ME))

To recommend increase of additional manpower 23+12* Asst Professor, 20 Technical Asst, and 22 Attendants (contractual) beside the present regular and contract staff.

Resolution 3/5:

Considering increase in intake for Undergraduate programme, commencing of six master programmes along with Ph D programme in all departments, faculty with specializations are necessary for smooth running of all programme. After detail discussion and deliberation, it was felt that additional fifty (50) faculty members beside previously selected/sanctioned faculty are found to be necessary for running all programme for the year 2014-15. Hence the senate recommended recruitment of 50 (fifty) additional faculty members for 2014-15 to the BOG. Break-up of the detail of faculty requirement is given in the table below.

CSE	ECE	EEE	CE	ME	PHY	CHE	MATH	ENG	ECO	MAN	TOT
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(Signature)



Asst P	8	8	8	4	4	5	5	5	1	1	1	50
Assoc	4	4	4	2	2	2	2	2	1	0	1	24
Prof	2	2	2	2	2	1	1	1	0	0	0	13
Total	14	14	14	8	8	8	8	8	2	1	2	87

Item No. 6

BOG

To approve two faculty members to represent in the BOG meeting

Resolution 3/6:

Considering the present strength of faculty (i.e. only Asst Professor), Senate authorized Chairman, Senate to nominate two faculty members in BOG meeting as a special case for this time.

Item No. 7

MISC

- I. To recommend 1 month maternity leave once for contract lady staff with salary.
- II. To recommend giving registration fee and travel fare for contract faculty/staff for presenting paper in standard conferences on duty.
- III. To provide travel support, equipments & consumables to Contract Non-Ph.D faculty to pursue Ph.D to another Institute.
- IV. To provide Start-up Grant to faculty.
- V. To provide supervisors/co-supervisors from other central universities/in states in 2014-15 for faculty members who have joined NIT Manipur after their M. Tech. degree.

Resolution 3/7:

Resolution 3/7 (I): Senate recommended to BOG for giving one month salary to contractual lady staff members in case of delivery of one child as special case, and also suggested not to use the words "Maternity Leave".

Resolution 3/7 (II&III): Senate dropped the agenda item.

Resolution 3/7 (IV): Senate discussed in detail the guidelines for the implementation of the Start Up Grant and finally approved as attached in Annexure 3.7(IV). However, the second and subsequent installments of funds for the project, be given as per satisfactory utilization and performance.

Resolution 3/7 (IV): Senate has gone through the agenda and opined that MOU should be signed in this regard for supervisor-ship. However permanent faculty of Manipur University be allowed to be supervisor without MOU.

The meeting ended with a vote of thanks to the Chair.

(Dr. S. Birendra Singh)

Director, NIT Manipur

Ex-Officio Chairman, Senate

National Institute of Technology Manipur