

**MALAVIYA NATIONAL INSTITUTE OF TECHNOLOGY
JAIPUR-302017**



AGENDA FOR THE THIRTY-SECOND SENATE MEETING

Meeting Number : THIRTY-SECOND

**Venue : SEMINAR HALL, MECHANICAL
ENGG. DEPT.**

Date : 28TH MARCH, 2015

Time : 10.30 A.M

MALAVIYA NATIONAL INSTITUTE OF TECHNOLOGY JAIPUR

AGENDA FOR THE THIRTY-SECOND MEETING OF THE SENATE TO BE HELD ON 28th MARCH, 2015 AT 10.30 A.M. IN THE SEMINAR HALL, DEPARTMENT OF MECHANICAL ENGINEERING.

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Item No. 32.1.0 : To confirm the minutes of the 31st meeting of the Senate held on December 02, 2014.

The minutes of the 31st meeting of the Senate were circulated to all the members for their comments. The Academic Section has received no comments in this respect. The Senate may kindly confirm the minutes (placed at **Annexure-A (Pg. 9-14)**).

Item No. 32.2.0 : To note the “Action Taken” on the decisions taken in the 31st meeting of the Senate.

The “Action Taken Report” on the 31st meeting of the Senate is placed at **Annexure-B (Pg. 15-19)**, for consideration of the Senate.

Item No. 32-3-0 : Items for Consideration.

Item No. 32-3.1 : To consider the revision in the “Convocation/Final Degree Certificate Fee” for the new entrants from the academic session 2015-16 and inclusion of the same in the first semester fee structure of UG/PG/Ph.D. programmes.

Looking into the expenditure incurred in the work regarding printing of degrees/ degree folders/convocation arrangements etc. it is proposed that the “Convocation/Final Degree Certificate Fee” may be enhanced from Rs 250/- to Rs 1000/- (to be paid one time at the time of entry in the concerned programme) for the new students who shall be admitted in various Undergraduate/Postgraduate/Ph.D. programs, during the academic session 2015-16, in the institute.

Further, for the convenience of the students, it is proposed that “Convocation/Final Degree Certificate Fee” may be made a part of the fee structure applicable to the first semester of the said programs. It is also proposed that in case any student withdraws from the enrolled program in midway (without completing it), the “Convocation/Final Degree Certificate Fee” may be refunded to him/her alongwith the “Institute Caution Money” on fulfillment of the necessary formalities as stipulated by the institute.

The matter is placed before the Senate for its consideration.

Item No. 32-3.2 : To consider the students who have not registered in their respective enrolled programmes during the current even semester academic year 2014-15.

As per the guidelines stipulated in the UG/PG regulations, all the students are required to register (in person) in each semester of their respective enrolled program on the stipulated dates as per the Academic Calendar.

However, it has been observed, that the students (as per the list placed at **Annexure-C) (Pg. 20-21)** have not registered in the even semester academic year 2014-15 till date. An office notice dated 06th February 2015 & 09th February 2015 (placed at **Annexure C-1; Pg. 22-25)** were issued in this respect and a copy of the same was mailed to all the students at their MNIT email address, wherein these students were asked to give an explanation to this effect by stipulated date failing which they may be terminated from their respective enrolled programme. But inspite of this, these students have not reported to the Academic Section for registration as per the laid down procedure till date.

The matter is placed before the Senate for its consideration.

Item No. 32-3.3 : To consider recommendation of the Committee constituted to frame guidelines regarding grant of HRA to Ph.D. scholars.

In order to frame guidelines for governing the matter regarding HRA applicable to the Ph.D. students admitted in the Institute with “Institute Assistantship”, a Committee comprising of following members was constituted by the Chairman, Senate:

1. Dean, Academic
2. Dean, R & C
3. Dean, P & D

The recommendations of the Committee are placed at **Annexure D (Pg. 26-29A)**.

The matter is placed before the Senate for its consideration.

Item No. 32-3.4 : To consider the recommendation of the Committee constituted to frame guidelines regarding grant of NOC to the MNIT employees (temporary/permanent/contractual) to pursue higher studies in the institute.

As per clause 1.3 of PG Regulations, permanent/temporary employees of the institute OR the staff who are working on various projects undertaken by the Institute are permitted to pursue Ph.D. (Part Time) programme in the Institute. In order to frame guidelines in respect of granting NOC to these categories of MNIT employees, to pursue higher studies in the institute, a Committee comprising of following members was constituted by the Chairman, Senate:

- (1) Dean (R&C)
- (2) Chairman SPGB
- (3) Dean, Academic
- (4) HOD (Electrical Engg.)
- (5) Dy. Registrar (Academic)

The recommendations of the Committee are placed at **Annexure E (Pg. 30-31)**.

The matter is placed before the Senate for its consideration.

Item No. 32-3.5 : To consider the change in nomenclature of Grade awarded to the students involved in the unfair means from “F” to “UF”.

As per the “Unfair Means Policy” approved by the Senate in its 26th meeting held on 01st June 2013 under Item No. 26-4.5, “if a student is found using the unfair means during an examination, his/her that particular paper/semester examination are cancelled and he/she is awarded ‘F’ grade in that paper/all the papers of the semester” (placed at **Annexure-F; Pg. 32-33**). Further as per the recommendation of SUGB in its 18th meeting held on January 23, 2015, in case the student is debarred for additional one semester on account of unfair means, in his/her Grade sheet it is indicated as “Debarred for the semester”.

It may be mentioned that as per the UG regulations “F” grade is also awarded to a student if he/she appears for a course in a semester examinations and fails to successfully clear the same. However, in case of unfair means the student is awarded “F” grade as “Penalty” in the course(s) of the concerned semester, irrespective of the

fact that he/she has successfully cleared it or not.

Hence, in order to differentiate between both the categories of students, it is proposed that the nomenclature of Grade awarded to the students involved in the unfair means may be changed from “F” to “UF”.

The matter is placed before the Senate for its consideration.

Item No. 32-3.6 To consider the revision of Institute Assistantship as applicable to the M.Tech./M.Plan. (Full-time) students.

As per the MHRD circular No. F.21-1/2008-TS.III dated July 31, 2008 the M. Tech./M.Plan. (Full Time) students are awarded the Institute Assistant of Rs. 8000/- per month (placed at **Annexure-G; Pg. 34-37**). Now MHRD vide its letter Nos. 17-2/2014-TS-I dated 18-02-2015 & 02-03-2015 (placed at **Annexure G-1; Pg. 38-42**) has revised the Institute Assistantship in respect of the students enrolled in M.E./M.Tech./MS/M.Des programmes as under:

S. No.	Qualifying Degree	Existing Emoluments (per month)	Revised Emoluments (per month)
01.	B.E./B.Tech./BS/B.Des and GATE/GPAT qualified	8,000/- (Both 1 st & 2 nd Year) and 5 th Year of Dual Degree Programmes)	12,400/- (Both 1 st & 2 nd Year) and 5 th Year of Dual Degree Programmes)

In accordance with the above, it is proposed that the “Institute Assistantship” of Rs. 8000/- per month being presently awarded to the M. Tech./M.Plan. students may be revised to Rs. 12400/- per month w.e.f. 01st April 2015.

Matter is placed before the Senate for its consideration and approval.

Item No. 32-3.7 : To consider the grant of Institute Assistantship to the existing Ph.D. students who had a valid GATE/GPAT score as on the date of admission.

As per the present policy of the Institute, the students enrolled in the Applied Sciences, Humanities & Social Sciences and Management Department are eligible for 100% Institute Assistantship for pursuing Ph.D. (Full Time) programme provided they have qualified the NET Examination.

Further, as per the Office Memorandum No. SR/S9/Z-09/2012 dated 21-10-14 and MHRD letter No. 17-2/2014-TS.I dated 18-02-2015 & 02-03-2015 (placed at **Annexure H; Pg. 43-50 & Annexure G-1 Pg. 38-42**), in respect of Ph.D. (Full Time) students enrolled in the Department of Engineering and Sciences, any national level examination conducted by the Central Government department/agencies such as GATE, GPAT etc. for admission to Ph.D. programme are considered NET. However, as per the FAQs (S. No. 5) to the said office memorandum, the students shall be eligible for assistantship provided they were drawing the fellowship amount earlier.

In view of the above, the Academic Section has received representations from the existing Ph.D. students of Sciences Departments for “Institute Assistantship”. These students had valid GATE/GPAT Score as on the date of their admission to the respective Ph.D. (Full Time) programme. It is proposed that any existing/new Ph.D. (Full Time) student who has qualified GATE/GPAT or any other National level test

(which is considered equivalent to NET by the MHRD) and it is valid on his/her date of admission in the Full Time Ph.D. programme in the Institute, may be considered for the “Institute Assistantship” based on the recommendation of DSC of the concerned department.

Matter is placed before the Senate for its consideration.

Further, the Senate may also consider the matter regarding deciding the month/date from which the existing Ph.D. (Full Time) students who had a valid GATE/GPAT/Score of any other National level test (considered equivalent to NET) on the date of their admission in Ph.D. (Full Time) programme in this Institute, may be awarded Institute Assistantship.

Item No. 32-3.8 : To consider the matter regarding the students who after getting enrolled in their respective M.Tech./M.Plan./Ph.D. programs with “Institute Scholarship”, withdraw from the program in the Mid-way.

Prior to the implementation of ERP in 2014, all the students availing assistantship had to submit “application form for the grant /continuation of M. Tech./ M.Plan./Ph.D. assistantship” in the format placed at **Annexure-I (Pg. 51)**. As per the ‘Clause 7’ mentioned in the said format, every student enrolled in M.Tech./M.Plan./Ph.D. program was required to undertake that “he/she will not relinquish the fellowship during its tenure without the prior approval of the institute and refund the entire amount of scholarship received from the date of commencement of the fellowship programme, in case he/she relinquishes the fellowship”. However, it was observed that many students withdraw from their enrolled P.G./Ph.D. program after availing “Institute Assistantship” for some period in midway of the program (i.e. without its successful completion), and they do not refund the scholarship/assistantship amount to the Institute.

The matter was placed before the SPGB for policy directions, in its 17th meeting held on December 26, 2014. The SPGB recommended that “a committee may be constituted to frame policy guidelines for recovery of scholarship/assistantship amount from such students who withdraw from the enrolled M. Tech./M.Plan./Ph.D. programs in between and also from students who are unable to complete the P.G./Ph.D. program due to shortage of attendance. The SPGB also recommended that (i) The students who enroll in M. Tech./M.Plan./Ph.D. programmes with assistantship shall submit an “**undertaking**” on prescribed format (**Annexure I-1; Pg. 52**) on a non-judicial stamp paper of Rs. 50/- duly signed by Notary. (ii) The students (drawing assistantship) who withdraw from the enrolled M. Tech./M.Plan./Ph.D. program in mid-way shall not be issued Character certificate, Migration certificate & their Security money shall not be refunded till they refund the entire scholarship/assistantship amount”.

Matter is placed before the Senate for its consideration and approval.

Item No. 32-3.9 : To consider the requests received regarding grant of “Institute Assistantship” to the Ph.D. students who were earlier admitted in the program without “Institute Assistantship” based on the recommendations of the DPGC of the concerned department.

The Academic Section is in receipt of requests from few existing Ph.D. students through their DPGC, for grant of “Institute Assistantship” as their presently enrolled in the programme without “Institute Assistantship”. It may be mentioned that as per the

stipulated guidelines, any student admitted into the Ph.D. program through a laid down Institutional Mechanism and recommended for Institute Assistantship by the Departmental Selection Committee (DSC) is eligible for the Assistantship. However, the said students were admitted to the Ph.D. program “Without Assistantship” by the DSC. Presently no Policy/Guidelines have been stipulated by the institute in this respect.

The matter is placed before the Senate for consideration.

Item No. 32-3.10 : To consider the requests received regarding grant of “Institute Assistantship” to the Ph.D. students who based on the recommendations of the Departmental Selection Committee (DSC) of the concerned department, were admitted in the program with Financial Assistance from DST/some other project, but now they want to shift to “Institute Assistantship”.

The Academic Section is in receipt of requests from few Ph.D. students through their DPGC, for grant of “Institute Assistantship”. It may be mentioned that based on the recommendations of the DSC of the concerned department, these students were admitted in the program with Financial Assistance from DST/some other project. However, now these students wish to shift from Financial Assistance given to them under project to the “Institute Assistantship”. Presently no Policy/Guidelines have been stipulated by the institute in this respect.

The matter is placed before the Senate for consideration.

Item No. 32-3.11 : To consider the revision in the fee applicable for issuance of “Education Verification Certificate”.

As per the approval of the Chairman Senate, the fee applicable for issuance “Educational Verification Certificate” was revised as under in the year 2011.

S. No.	Category of organization	Existing fee	Proposed revised fee
1	Indian Organizations for students who graduated on and after the year 2003	Rs. 400/- per student	Rs. 1000/- per student
2.	Outside organizations for students who graduated on and after the year 2003	US \$ 40 per student	US \$ 75 per student
3.	Indian/Outside Organizations for students who graduated prior to the year 2003 from MREC (affiliated to University of Rajasthan)	Rs. 500/- per student	As the photocopy of the TRs provided by the UOR to the Institute are not in good condition and it is difficult to verify the details of the students it proposed that such cases may be referred to UOR.

The matter is placed before the Senate for consideration and approval.

Item No. 32-3.12 To consider the Scheme of M. Tech. Program in ‘Earthquake Engineering’, under the ‘National Centre of Disaster Mitigation & Management’ to be stated from the academic year 2015-16.

As per the approval of the Chairman Senate, the M. Tech. Program in ‘Earthquake Engineering’, under the ‘National Centre of Disaster Mitigation & Management’ is proposed to commence from the academic year 2015-16. The scheme of the programme was circulated to the concerned for feedback. After the feedback the

scheme of the programme was considered by the SPGB in it the 20th meeting held on March 16, 2015. The scheme of the programme is placed at **Annexure-J (Pg. 53-68)** for the consideration of the Senate.

Item No. 32-3.13 : To consider the Scheme of M.Tech. Program in ‘Power Electronics & Drives’, under the ‘Department of Electrical Engineering’ to be stated from the academic year 2015-16.

As per the approval of the Chairman Senate, the M. Tech. Program in ‘Power Electronics & Drives’, under the ‘Department of Electrical Engineering’ is proposed to commence from the academic year 2015-16. The scheme of the programme was circulated to the concerned for feedback. After the feedback the scheme of the programme was considered by the SPGB in it the 20th meeting held on March 16, 2015. The scheme of the programme is placed at **Annexure K (Pg. 69-89)** for the consideration of the Senate.

Item No. 32-4-0 : Items for Reporting.

Item No. 32-4.1 : To report the minutes of 18th SUGB meeting held on January 23, 2015.

The 18th meeting of Senate Undergraduate Board was held on January 23, 2015.

The minutes of the SUGB are placed at **Annexure – L (Pg. 90-91)** for ratification

Item No. 32-4.2 : To report the minutes of 19th meeting of SUGB held on February 05, 2015

The 19th meeting of Senate Undergraduate Board was held on February 05, 2015.

The minutes of the SUGB are placed at **Annexure – M (Pg. 92)** for ratification

Item No. 32-4.3 : To report the minutes of 20th meeting of SUGB held on March 19, 2015.

The 20th meeting of Senate Undergraduate Board was held on March 19, 2015.

The minutes of the SUGB are placed at **Annexure – N (Pg.93-96)** for ratification

Item No. 32-4.4 : To report the minutes of 17th meeting of SPGB held on December 26, 2014.

The 17th meeting of Senate Postgraduate Board was held on December 26, 2014.

The minutes of the SPGB are placed at **Annexure – O (Pg. 97-99)** for ratification.

Item No. 32-4.5 : To report the minutes of 18th meeting of SPGB held on January 02, 2015.

The 18th meeting of Senate Postgraduate Board was held on January 02, 2015.

The minutes of the SPGB are placed at **Annexure – P (Pg. 100-102)** for ratification.

Item No. 32-4.6 : To report the minutes of 19th meeting of SPGB held on January 22, 2015.

The 19th meeting of Senate Postgraduate Board was held on January 22, 2015.

The minutes of the SPGB are placed at **Annexure – Q (Pg. 103-106)** for ratification.

Item No. 32-4.7 : To report the minutes of 20th meeting of SPGB held on March 16, 1015.

The 20th meeting of Senate Postgraduate Board was held on March 16, 1015.

The minutes of the SPGB are placed at **Annexure – R (Pg. 107-111)** for ratification.

Item No. 32-4.8 : To receive note of the students who have been terminated from their respective M.Tech./M.Plan programs, during even semester academic year 2014-15, on account of non- fulfillment of the required CGPA criteria.

As per the guidelines stipulated in the PG regulation, for promotion to next semester of the M.Tech / M.Plan programs, a student is required to obtain a minimum C.G.P.A of 5.5 in each semester. The List of such students who have failed to attain the required CGPA during even semester academic year 2014-15 and have been terminated from their respective program accordingly is placed at **Annexure S (Pg. 112-113)**.

Item No. 32-4.9 : To receive note of the students who have been terminated from their respective Ph.D. programs, during the even semester academic year 2014-15, on account of non- fulfillment of the required CGPA criteria.

As per the guidelines stipulated in the PG regulation, for promotion to next semester of the Ph.D. program, a student is required to obtain a minimum C.G.P.A of 7. The List of such students who have failed to attain the required CGPA during even semester academic year 2014-15 and have been terminated from their respective program accordingly is placed at **Annexure T (Pg. 114)**.

Item No. 32-4.10 : To receive note of the promotion policy in respect of the first year B.Tech/B.Arch. Students.

It has been observed that in view of the following issues being faced by the first year B.Tech/B.Arch. Students, some of the new entrants attain CGPA/SGPA less than 4.5 which is the mandatory criteria for promotion to the next semester:

- a) Language problem.
- b) Adjustment to new environment.
- c) Students admitted in spot round get less time as compared to other students admitted through regular centralized counseling process.

Based on the representation received from the students / their parents to this effect, it was recommended by the SUGB in its 19th meeting held on February 05, 2015 that the academic performance of first year B.Tech. / B.Arch. students may be evaluated at the end of the first year rather than first semester and the promotion policy that shall be applicable to these students henceforth is as per **Annexure U (Pg. 115)**

The Senate may rectify the same.

Item No. 32-4.11 : To receive note of the revision in Institute Assistantship in respect of students enrolled in Ph.D. programme in Engineering & Technology and Sciences Department.

As per the Office Memorandum No. SR/S9/Z-09/2012 dated 21-10-14 and MHRD letter No. 17-2/2014-TS.I dated 18-02-2015 & 02-03-2015 (placed at **Annexure H; Pg. 43-50 & Annexure G-1 Pg. 38-42**), and approval of the Chairman Senate the “Institute Assistantship” being given to the Ph.D. (Full Time) students enrolled in the

Departments of Engineering & Sciences has been revised w.e.f. 01-01-2015 (placed at **Annexure V; Pg. 116**).

Item No. 32-4.12 : To report the minutes of Sub-committee of Senate held on January 05, 2015.

The meeting of Sub Committee of Senate was held on January 05, 2015.

The minutes of the Sub Committee of Senate are placed at **Annexure –W (Pg. 117)** for ratification.

Item No. 32-4.13 : To receive note of the MoU between MNIT Jaipur with NIT Uttarakhand.

The MNIT Jaipur has entered into MoU with NIT Uttarakhand to promote Academic and Research cooperation between the two Institutes and establish academic tie-up for offering seats in Part Time Ph.D. Degree programme to the Faculty Members of NIT UK on 10th February 2015 with M. Tech. qualification (placed at **Annexure X; Pg. 118-124**).

Item No. 32-4.14 : To receive note of revision in Transcript fee.

As per the approval of the Chairman Senate, the transcripts fee to be paid by the Undergraduate / Postgraduate (Full Time/Part Time) students has been revised as under w.e.f. 04-02-2015.

S. No.	Programme	No. of sets requested	Revised Transcript Fee (in Rs.)	Remarks
1.	B. Tech./B.Arch.	1 st Set	1000/-	The transcripts documents shall include covering/ recommendation letter, degree certificate and grade sheets.
2.	B. Tech./B.Arch.	2 nd Set & onwards	50/- per set	
3.	M.Tech./M.Plan. (FT/PT)	1 st Set	600/-	
4.	M.Tech./M.Plan. (FT/PT)	2 nd Set & onwards	50/- per set	

The matter is placed before the Senate for rectification.

Item No. 32-5.0 : Any other items with permission of chair.

32nd Senate meeting Table Agenda

- 32-5.1 : To consider the matter regarding the period of the ‘Institute Assistantship’ applicable in respect of the M.Tech./Ph.D. students whose Assistantship’ is stopped on account of C.G.P.A. not meeting the prescribed norms.**

In order to seek clarification regarding the period for which the Institute Assistantship’ may be released in respect of following categories of students, the matter was placed before the SPGB in its 20th meeting held on 16.03.2015:

- 1) The student terminated from the respective program on account of CGPA less than 5.5 for M. Tech./M.Plan. and 7 for Ph.D.
- 2) The scholarship terminated on account of CGPA less than 6 for M.Tech./M.Plan.

The SPGB has recommended that in above said cases the “Institute Assistantship” may be given till the date of declaration of result of that semester.

It is further proposed that in case of a M.Tech./M.Plan. student whose Institute Assistantship is stopped in a semester due to CGPA less than 6 (but above 5.5), if attains CGPA more than ‘6’ in the subsequent semester, his/her Institute Assistantship may be revived from the date of declaration of result of that semester.

Matter is placed before the Senate for its consideration.

- 32-5.2 : To consider the Academic Calendar for the session 2015-16.**

The proposed “Academic Calendar 2015-16” is placed at **Annexure-Y (Pg. 4-5)** for the consideration of the Senate.

- 32-5.3 : To consider request of Mathematics department to consider revised scheme and syllabus of III and IV semester of M.Sc. (Applied Mathematics).**

The proposed revised scheme and syllabus of III and IV semesters of M.Sc. (Applied Mathematics) was placed before the SPGB in its 20th meeting held on 16.03.2015. Based on the recommendations of SPGB the scheme was circulated to all the departments for comments. The scheme after incorporation of the received comments is placed at **Annexure- Z (Pg. 6-21)** for consideration of the Senate.

- 32-5.4 : To consider the changes in credit requirement of I & II semester of all M.Tech. Specializations in the Department of Civil Engg.**

The proposal received from the DPGC of Civil Engg. Dept regarding changes in credit requirement of I & II semester of all M.Tech Specializations in the Department was considered by the SPGB in its 20th meeting held on 16.03.2015 and the SPGB recommended that the matter may be placed before the Senate for its consideration. Proposal is DPGC Civil Engg. Dept. is placed at **Annexure- AA (Pg. 22-27)**.

- 32-5.5 : To consider the matter regarding award of Grade in Dissertation/Project work in cases where the period of Dissertation/Project extends beyond a semester.**

It was observed that in case of a M.Tech. student whose Dissertation/Project work is not completed in a particular registered semester and it extends to next semester, either

no Grade was received from the department or “X” grade (implying: unsatisfactory) was submitted by the departments. The matter was placed before the SPGB in its 20th meeting held on 16.03.2015 and the SPGB recommended that in such cases, the students may be awarded ‘IW’ grade (implying: Incomplete Work) by the departments till the student completes his/her Dissertation.

Matter is placed before the Senate for its consideration.

32-5.6 : To consider the modification in Clause 12 (a) of RR of the UG Regulation.

The Clause 12 (a) of the UG Regulations stipulates that “In order to help students broaden their horizons and enrich their cultural and academic experience, provision to proceed to other “**academic and research institutions**” in India or Abroad as non-degree students is available”.

The SUGB in its 17th meeting held on 20th November 2014, recommended to extend the applicability to Clause 12 (a) from “academic & research institutions” to “academic Institutions/R&D Organizations/reputed Industries”. Further the SUGB in its 18th meeting held on 23rd January 2015 regarding the credit to be awarded for the internship done by the students recommended that;

- (i) In case of Academic Institutions; the provisions clause 12(e) of UG Regulations shall be applicable if the students does course work. However, if the students does project/internship than clause 12 (f) of the UG Regulation shall be applicable.
- (ii) In case of R&D Organizations/Industries; clause 12(f) of the UG Regulation shall be applicable.

The SUGB further recommended that the credits will be added towards award of degree however the grades will not be taken into consideration for computation of CGPA.

Matter is placed before the Senate for its consideration.

32-5.7 : To consider the matter regarding charging of fee for providing photocopy of Institute copy of Fee Challan submitted by the students.

It is observed that many students lose the “student copy” of Fee Challan submitted at the time their registration in a Semester. Hence, when they have to apply for educational loan, income tax rebate by their parents, scholarship etc. they approach the Academic Section for the “Institute copy” of the fee Challan. In providing the photocopy of the fee receipt, the staff has to take out the personal file of the students from time to time. Which hampers the regular work being done by the staff. In order to make the students serious of the issue regarding handling their fee receipts, it is proposed that the Institute may charge Rs. 250/- as a penalty for proving the photocopy of the fee receipt.

Matter is placed before the Senate for its consideration.

32-5.8 : To consider the matter regarding change in status of Ph.D. students from part time to off campus.

It has been observed that some of the Ph.D. Part Time students after completion of

their “Course work”, “Comprehensive” and “State of Art” seminar are either transferred to other cities / states or join a new job in city other than Jaipur. In view of this, they are unable to come to the institute as per the stipulated requirements of the Program to complete their thesis desertion /seminar etc alongwith their regular job. The PG Regulation (July 2012) do not stipulate any provision for change in status of Ph.D. students from “Part Time” to “Off Campus”. In view of this the matter was placed before SPGB in its 19th meeting held on 22nd January 2015. The SPGB recommended that Ph.D. Part Time students who request for change in their status to off-campus may be permitted for the same after the submission of their appointment/Transfer letter and a permission of concerned supervisor, recommendation of DPGC and approval of SPGC Chairman, subject to the following conditions:

- The candidate must have completed the comprehensive examination successfully and given the “State of Art” seminar which is adjudged as satisfactory (Any residency requirement may be waived off by SPGB on the recommendation of DPGC).
- The necessary research & Library facilities are available in the place of his posting and his/her employer expressly undertake to permit the student to utilize the said facilities for pursuing his research.
- His/her employer expressly undertake to relieve him/her at the end of every Semester for the semester evaluation.

Further, SPGB recommends that these students may be permitted for registration for the next semester when they come for the semester evaluation at the end of the semester. It also recommended similar policy in respect of the M. Tech. Part Time students.

Matter is placed before the Senate for its consideration.

32-5.9 : To consider the revision in the Application fee to be charged for Admission to M.Tech./M.Plan. (Part Time/Sponsored) program in MNIT Jaipur.

The Senate in its 31st meeting held on 02nd December 2014 had approved the revision in application fee to be charged w.r.t. admission in the Ph.D. programme in this Institute from Rs. 400/- to Rs. 1000/- for General candidates and Rs. 200/- to Rs. 500/- for SC/ST candidates. It is proposed that the said application fee may also be applicable to the students who apply for admission in the M. Tech./M.Plan. programme under Part Time/Sponsored category.

Matter is placed before the Senate for its consideration and approval.

32-5.10 : To consider the letter received from Prof. M. S. Gaur regarding discontinuation of Industrial Training as compulsory component and replacing the final project as optional in place of compulsory

The Academic Section has received a letter from Prof. M. S. Gaur placed at **Annexure-AB (Pg. 28)**, wherein it has been proposed as under:

1. Discontinuation of Industrial Training as compulsory component as part of scheme and making it optional for the students. Since PTP section is not able to organize much of it for the students, it is proposed that nature of this component of scheme

be converted to optional from compulsory in nature. If required, this component may be replaced by an equivalent credit course.

2. Replacing final year project as optional for students who are interested with the interested faculty members. The students need to earn it by maintaining minimum CGPA. Other students can do equivalent credit course work which shall be offered by the department.

Matter is placed before the Senate for its consideration.