

Twelfth Meeting of the Senate

17th November 2014, 11:00hrs.

AGENDA



ACADEMY OF SCIENTIFIC AND INNOVATIVE RESEARCH

Headquarters: Training and Development Complex,
CSIR Campus, CSIR Road, Taramani, Chennai- 600 113

Coordination Office: CSIR-Central Road Research Institute,
CRRRI P.O., Delhi-Mathura Road, New Delhi- 110 025

Academy of Scientific and Innovative Research

Agenda for the 12th Meeting of the Senate

17th November 2014; 11:00hrs

Venue: Room No. 104, ISSH, CSIR-IGIB Mathura Road Campus, New Delhi 110001

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NOTE: (1) Annexures are appended along with the relevant Agenda Item, as applicable.
(2) Page Numbers are given on pages containing Agenda Items only.

Initiation of the Meeting

Item No. 1 Welcome address by the Chairman of the Senate and Acting Director, AcSIR

Remarks by the Chairman, Senate of Academy of Scientific and Innovative Research (AcSIR) welcoming all the members attending the meeting.

Item No. 2 Confirmation of the minutes of the 11th meeting of the Senate

The 11th meeting of the Senate of AcSIR was held on August 8, 2014 at Room No. 101, Anusandhan Bhawan, Rafi Marg, New Delhi.

The proceedings of the 11th meeting were accepted by the Chairman and circulated among the members of the Senate by e-mail on September 29, 2014 for their comments/ observations. No major comments were received from any of the members.

The minutes are being put to the Senate for confirmation at **Annexure A-1**.

Item No. 3 Action Taken Report (ATR) on the 11th Meeting of the Senate

The Action Taken Report on the Proceedings of the 11th meeting of the Senate of AcSIR held on August 8, 2014 is furnished at **Annexure A-2**.

Items for Ratification

Item No. 4: **Admissions for the August 2014 session** - Regular and Provisional

PhD program in Science and Engineering

The admission for the Ph.D. program in Science and Engineering for the August 2014 session has been completed at different participating CSIR laboratories.

Ratification of admissions in a few labs remained to be done at the 11th Meeting of the Senate. List of regular admissions at the following labs, approved by the cluster Deans and the Chairman, Senate, is being placed to the Senate for ratification at **Annexure A-3(a)**:

- (i) CSIR-4PI in Physical Sciences**
- (ii) CSIR-CSMCRI in Chemical Sciences**
- (iii) CSIR-IIIM in Chemical Sciences**

Provisional admissions in the following labs are also being placed for ratification of the Senate at **Annexure A-3(b)**:

- (i) CSIR-CGCRI**
- (ii) CSIR-IIP**
- (iii) CSIR-IICT**

Items for Ratification

Item No. 5 Course Related Items

i) *Introduction of New Courses*

A few laboratories have proposed new courses for introduction from the August 2014 session under different faculties of study. All the proposed new courses have received approval of the concerned Deans and the Chairman, Senate. The names of the CSIR-Labs proposing the courses, the title of the courses and numbers are provided below while course description is furnished in **Annexure A-4 (a)**.

a) **CSIR-CRRI (Engineering)**

At CSIR-CRRI, it is proposed that courses already approved by the Senate for its MTech program may be offered to the PhD students in Science and Engineering on recommendation of the DAC of the individual students. If the guide/DAC recommend any other course related to Physical/Chemical sciences for the student, appropriate course offered by other Science laboratory of CSIR will be recommended for the students. The **New courses** being proposed for the students in Science and Engineering along with assignment of Course Numbers for Advanced Self Study Courses and the mandatory 400 level courses are also enclosed. The comprehensive course document is enclosed as part of Annexure A-4 (a).

Course Number	Course Name	L-T-P-C
ENG(CRRI)1-469	Basics of Soil Mechanics	3-0-2-4
ENG(CRRI)1-470	Basics of Engineering Geology	3-0-0-3
ENG(CRRI)2-468	Atmospheric Chemistry	3-0-0-3
ENG(CRRI)3-451	Optimisation Techniques	3-1-0-4
ENG(CRRI)3-452	Planning for Sustainable Transport System	3-1-0-4
ENG(CRRI)3-453	Life cycle assessment applications in transport sector	3 -1-0-4
ENG(CRRI)3-454	Durability of Concrete Structures	3-0-2-4
ENG(CRRI)3-455	Dynamics of Structures	3-1-0-4
ENG(CRRI)3-456	Transport Network Analysis	3-1-0-4
ENG(CRRI)3-457	Microstructure and mechanics of cement concrete	3-1-0-4
ENG(CRRI)3-459	Air Quality & Dispersion Modelling	3-0-2-4
ENG(CRRI)3-460	Advanced Self Study-I	0-2-4-4
ENG(CRRI)3-461	Advanced Self Study II	0-2-4-4
ENG(CRRI)3-462	Advanced Self Study III	0-2-4-4
ENG(CRRI)3-463	Advanced Self Study IV	0-2-4-4
ENG(CRRI)4-451	CSIR 800 Project	0-0-8-4
ENG(CRRI)4-452	Review Article Writing	0-0-4-2
ENG(CRRI)4-453	Project Proposal Writing	0-0-4-2

b) **CSIR-4PI (CMMACS) (Physical)**

Course No.	Title	L-T-P-C
PHY(CMMACS)-2-250	Tropical Meteorology and Monsoon	2-1-0-3

ii) ***Corrigendum***

CSIR-IGIB has been offering 300 level course called **Electronics for Biologists** with course code **BIO-IGIB-3-282** since 2012. However, due to some typographical error while compiling the courses for approval of the Senate at its 11th meeting, inadvertently the course was placed at 200 level having the course code **BIO-IGIB-2-281**.

A request has been received from CSIR-IGIB to rectify the error and place the **Electronics for Biologists** course in 300 level having the course code of **BIO-IGIB-3-282**, and to delete the BIO-IGIB-2-281 course from the approved list for 2013. Therefore, the course on **Electronics for Biologists** having course code of **BIO-IGIB-3-282** will remain valid for the year 2013.

Approval of the Dean has been obtained on the same **[Annexure A-4(b)]**.

Items for Ratification

Item No. 6 Student Related Items

(a) Transfer of students

(i) CSIR-NCL to CSIR-IMMT

Student Name : **Mr. Monojit Das**
Session : August 2012
Old Enrollment No. : 10CC12A26018
New Enrollment No. : 10CC12A36012

(ii) CSIR-CFTRI to CSIR-NEERI

Student Name : **Mr. Vaibhav Gujjar**
Session : August 2012
Old Enrollment No. : 10BB12A08001
New Enrollment No. : 10BB12A27005

Members may kindly take a note of the transfer of students. Necessary approvals from the concerned Deans and the Chairman, Senate are enclosed at **Annexure A-5**.

(b) Change of Faculty of study by student

The following request have been received from CSIR-IICT for change of faculty of study considering the background of the student in B.Tech/M.Tech in Biotechnology for the following student:

Student Name : **Ms. Salma Mukhtar Mir**
Lab Name : CSIR-IICT
Session : January 2013
Current Faculty : Chemical Sciences
Faculty requested : Biological Sciences
Old Enrollment No. : 10CC13J18026
New Enrollment No. : 10CB13J18026

Members may kindly take note of the request. Necessary approvals are enclosed at **Annexure A-6**.

Items for Information

Item No. 7 Guidelines for Direct PhD in Science & Sponsored PhD in Science

The Senate in its 9th meeting approved in principle, the introduction of Direct PhD in Science (for students after completion of their undergraduate degree) and Sponsored PhD in Science.

In its 10th meeting Senate suggested some recommendations/ comments on the proposals submitted by the Senate subcommittee under Chairmanship of Prof. Kunal Ray.

Subsequently, the Subcommittee finalized the guidelines addressing the comments. The guidelines for both the programs were also put up in meeting of the Course Committee held on Sep 9, 2014, in which some minor modifications in terms of credit requirements and nomenclature of residency period were suggested.

The guidelines for Direct & Sponsored PhD in Science have been finalized and, as per the directions of the Senate, the Chairman of the Senate approved these programs on October 15, 2014 for implementation of the programs from January 2015 session. The programs are now ready to be implemented. As per the recommendation of the Senate, guidelines for Direct PhD and Sponsored PhD in Engineering Science will also have to be appropriately revised and reported to the Senate.

The approved guidelines for **Direct PhD (in Science)** and for **Sponsored (in Science)** are being placed at **Annexure A-7** and **Annexure A-8** for information of the Senate.

Item for Information

Item No. 8 Updates on Faculty Status of AcSIR

The Senate in its eighth meeting on August 2, 2013 had approved the *Faculty Guidelines of AcSIR*. The collated list of faculty was placed and approved in the 9th meeting of the Senate.

AcSIR routinely receives requests for modification of faculty list based participation of newly hired CSIR scientists in the Academy, promotion, superannuation or resignation of the existing staffs. Approval of the Chairman, Senate (as authorized at the 9th meeting of the Senate) has been obtained of the propositions from time to time, and letters of recognition issued/sent to the concerned CSIR Scientists/Staff through AcSIR Coordinators of the following CSIR Labs/Institutions:

Addition

1. CSIR-CRRI
2. CSIR-CIMAP
3. CSIR-NCL
4. CSIR-NIO

Modification

1. CSIR-AMPRI
2. CSIR-CRRI
3. CSIR-CIMAP
4. CSIR-IICT
5. CSIR-NEERI

Details are placed at **Annexure A-9** for information of the Senate.

Item for Discussion & Approval

Item No. 9 Faculty Related Issues

i) Proposals for Adjunct Faculty of AcSIR

Background: AcSIR has received requests from CSIR-IGIB and CSIR-NGRI for inclusion of the following three academicians as Adjunct Faculty of AcSIR. As per the guidelines of AcSIR, an Adjunct Faculty of AcSIR will spend substantial amount of time for the activities of the Academy in terms of teaching, supervising Master's thesis, guiding PhD scholars, development of curricula etc. or any other work that the Institute he/she is associated with, deem fit.

- a) **Prof. Sourabh Ghosh** (Indian Statistical Institute, Kolkata) to be associated with CSIR-IGIB as an Adjunct Professor for 5 years;
- b) **Prof. The Lay Kek** (Integrative Pharmacogenomics Institute, Universiti. TeknologiMARAMalaysia) to be associated with CSIR-IGIB as an Adjunct Professor for 2 years; and
- c) **Dr. MohdZaki Salleh** (Integrative Pharmacogenomics Institute, Universiti. Teknologi MARA Malaysia) to be associated with CSIR-IGIB as an Adjunct Professor for 2 years
- d) **Prof. Mrinal K. Sen** (Institute for Geophysics, The University of Texas, Austin) to be associated with CSIR-NGRI as an Adjunct Professor.

Proposal: Approval of the Senate is sought for the Adjunct Faculty positions at CSIR-IGIB and CSIR-NGRI. Relevant documents are placed at **Annexure A-10**.

ii) Emeritus Professors of AcSIR

Background: A request has been received from CSIR-CSMCRI for continuation of **Prof. Pushpito Ghosh, former Director of CSIR-CSMCRI** as an Emeritus Professor of AcSIR and his continuation as a Primary Guide for the 5 students who were registered with him for PhD prior to his superannuation from CSIR. As per clause 5(v) of the Faculty Guidelines of AcSIR, Emeritus Professors of AcSIR can act as independent guides for AcSIR PhD students.

The Senate may please take a note of the fact that all five students registered with him are having a co-guide from among the regular CSIR scientists/AcSIR Faculty to cope with any contingency that may arise.

Another request has been received from CSIR-CIMAP for continuation of **Prof. U.C. Lavania** as an Adjunct/Emeritus Professor of AcSIR after his superannuation on July 31, 2014. Since he is currently a CSIR-Emeritus Professor at University of Lucknow, continuation of his association with AcSIR has been approved as an Emeritus Professor by the Dean.

As per Statutes 12 of AcSIR, both Prof. P.K. Ghosh and Prof. U.C. Lavania may be considered as Emeritus Professor of AcSIR.

Proposal: The Senate is requested to take note of the above and accord approval accordingly. Relevant documents are placed at **Annexure A-11**.

Items for Discussion & Approval

Item No. 10 **Permission for continuation as Part time PhD candidate after completion all academic requirements from Mr. Devaki Nandan of CSIR-IIP**

Background: AcSIR Senate, in its 11th meeting held on 28th August, 2014, approved that “The students, after successfully completing all the academic coursework and credits requirement, experimental work, open colloquium and submission of the PhD synopsis, may seek permission to write the thesis without regularly coming to the lab”.

A request has been received from **Mr. Devaki Nandan of CSIR-IIP** (Registration No. 10CC11J19012), who has been selected in a temporary faculty position, be allowed to submit his thesis being a part time student. As certified by the Supervisor and the Coordinator and approved by the Director of CSIR-IIP, Mr. Devaki Nandan has completed all the requirements for submission of thesis including his open colloquium (on September 24, 2014) and is currently writing the thesis.

Proposal: In view of the above, the Senate is to review the request received and accord its decision as per the rules of the Senate. Relevant documents are being placed at **ANNEXURE A-12**.

Items for Discussion & Approval

Item No. 11 **Proposal on changing the course on *Research Methodology* for IMP students to *Research Orientation Program***

Background: Based on the feedbacks received from IMP students who have attended the Research Methodology Course at CSIR-HRDC at Ghaziabad in the previous years, proposals have been received from a couple of Coordinators of Engineering Laboratories about the need to modify the Research Methodology Course being offered for the students pursuing their MTech program. Even though the 'networking' aspect among students from different labs are very well appreciated, some issues have been raised about the relevance of the course content in view of the fact that Research Methodology is also being taught at the labs separately.

In view of the above, the general observations have been put forward by the Coordinators on the basis of the feedback received for consideration of the Senate:

1. Reducing the number of days dedicated for the program from 10-11 days to 7-8 days.
2. Renaming the course as **Research Techniques Program** or **Research Orientation Program** instead of Research Methodology nomenclature for this purpose. All CSIR labs have a formal compulsory course named as Research Methodology for the AcSIR-PhD requirements.
3. Reducing the coverage of specialized/advanced topics covered under the course from approximately 4 days to only about 1.0-1.5 days. The broad set of topics may be considered from among the following: History of CSIR; Major Achievements of CSIR; CSIR Organizational Structure; India's R&D-S&T Policy Framework; Science Communication and Media; Oral Presentation; Writing a Research Paper; Scientific Method of Research; Introduction to Research Methodology; Working in Teams and Collaboration; Introduction to R&D Project Management; etc. The Dean/Associate Dean of Engineering Faculty, in consultation with the concerned Coordinators, may finalize the topics.
4. The dates for the program may be fixed from December 27th to January 4th (8 days) period (i.e. at the end of first semester and before the second semester) and this may be incorporated in the academic calendar. The semester break of about 10-12 days should happen after this program.
5. The second semester start date may be accordingly modified to be from sometime in 3rd week of January.

6. CSIR labs should be requested to make special adjustments locally, if any, due to other events taking place that impact the end of first semester or start of second semester so that students can participate in the CSIR-HRDC program. The flexibility of such minor adjustments should be there for each CSIR lab.

7. Whether attendance in this program be compulsory to all students admitted to the PGRPE/IMP course programs of various CSIR labs, is to be considered by the Senate.

8. In view of point no. 7 above, instead of including this course in the final grade card issued to the student, the participants in this program may be issued a Participation Certificate at the end of the program.

Proposal: The Senate is to discuss the issues related to the Research Methodology program for the IMP students.

Item No. 12 Recommendation of the Course Committee regarding Academic Requirements

The Minutes of the Course Committee is enclosed at **Annexure A-13**.

(i) Modification of Course Nomenclature across all faculty

Background: The current assignment of course numbers to all the CSIR labs has resulted in multiple difficulties as described below:

- i) Currently, the course numbers in a specific area of sciences is based on the thrust area of the Lab (e.g. an Engineering lab is not assigned any course number for Biological Sciences). Therefore, any new course in a lab cannot be assigned a number. Here are a couple of examples:

	Cluster Code	ENG	CHE	BIO	PHY	MAT
S.No.	Faculty	Engineering	Chemical	Biological	Physical	Math/info
1.	CSIR-AMPRI, Bhopal	101-135	101-135		101-135	
2.	CSIR-CBRI, Roorkee	136-170				

- ii) For each area of sciences only 35 courses (in each level) have been allotted; some labs are already on the verge of crossing the limit. Thus, any new course cannot be assigned a new number.
- iii) Currently, the allotment of course numbers is based on 3-digit system. Total allotted number of courses has already reached 940 in faculty of Engineering Sciences. Thus, further allotment of courses beyond 999 is not possible.

Proposal: To circumvent the above mentioned difficulties the Course Committee in its recent meeting held on 9th September, 2014, discussed this issue in detail and recommended the following modification:

- ▶ Each lab is given block of 100 course numbers in each level for all 5 faculty of studies.
- ▶ Introduction of 4-digit will provide enough room for introduction of new courses. Thus, the total number of allotted number of courses will increase from 999 to 9999.

The proposed scheme is being placed at **Annexure A-14** for review and approval.

(ii) Modification in Timeline for course completion of 400 level courses and Comprehensive Examination

Background: So far the students are required to complete all academic courses (of minimum 12 credits) and the 2 mandatory courses of 400 level, i.e., the Project Proposal and the Review Article (2 credits each) before they can appear for Comprehensive Examination.

The issue was discussed at the meeting of the Course Committee held on 9th September, 2014. The members reached to a consensus that the students required more time to properly comprehend the area of study to be able to write Project proposal (4-001) and Review article (4-002) effectively. Current requirement of completion of these two 400-level assignments prior to Comprehensive Exam is not helpful. The Committee recommended that only mandatory course work with minimum 12 credit requirement should be completed prior to Comprehensive Exam.

Proposal: On the basis of the above recommendation, students can henceforth appear for PhD Comprehensive Examination after completion of a minimum requirement of 12 credits from academic coursework including all compulsory courses (up to 300-level). Approval of the Senate on the above issue is sought.

(iii) Change in Grading pattern for Academic and Other Mandatory courses

Background: So far, all the 20 credit coursework to be completed by the students in PhD program are graded on a scale ranging from A+ to C and only the Audit courses are graded as Satisfactory (S) or Unsatisfactory (X). It has been generally felt by the members of the Course Committee that it is appropriate that only the academic course work in the 100-200-300 levels are graded. It would be appropriate that the 400 level courses be graded only as Satisfactory (S) or Unsatisfactory (X). Obtaining an 'X' grade would imply repetition of the course.

Proposal: On the basis of the recommendation of Course Committee the following are proposed for Senate's consideration and approval:

- i) Existing letter grades will be awarded for courses at the 100-300 levels for all mandatory courses.
- ii) The courses in level 400 (i.e. Review Article, Research Proposal and CSIR-800 Project) shall be awarded "S" (Satisfactory) or "X" (Unsatisfactory). This change shall be effective from August, 2014 session.
- iii) Any other courses that are completed by the students may be taken as Audit Courses. This decision has to be made by the student and instructor at the beginning of the semester within a maximum period of four weeks from the start of the semester.

- iv) SGPA and CGPA calculation will include all courses that are taken and graded, irrespective of whether those are above the minimum requirement or not.

(iv) MS by Research

Background: The Senate in its 7th Meeting approved the guidelines for introduction of the MS by Research program. The Course Committee, in its recently concluded meeting, recommended that the students need to take three 3-credit courses (in three years) and a lab course run by the PI of 3 credits which can be a mix of lectures, tutorials and practical classes.

Proposal: The following items related to the subject needs discussion and approval of the Senate:

- i) The Course Committee recommended that in place of the proposed Masters Academic Committee (MAC) for each student as proposed by the senate sub-committee, a standing committee shall be formed by each laboratory, to monitor and evaluate the MS (Research) students.
- ii) The MS (Research) program to commence from January 2015 session inducting the Project Assistants who are already existing in the CSIR system, retrospectively from January 2014.
- iii) A Committee formed at the Laboratories having Dean's nominee will evaluate the candidates for their suitability for the program. These candidates will then be directly registered for MS (Research) program, subject to their fulfillment of the requirements as provided in the Guidelines.
- iv) Fresh project assistants (recruited after August 2014) will be directly offered enrolment for the program. However, after one year of the study, the candidates will be tested for their ability to continue in the M.S. program by the committee and if found suitable will be registered for the program.
- v) Post-evaluation, the list of successful candidates for each laboratory will have to be approved by the Dean of the respective Faculty and subsequently ratified at the Senate.

Items for Discussion & Approval

Item No. 13 Recommendation of the Examination Committee regarding various examination related issues

The Minutes of the Examination Committee is enclosed at **Annexure A-15**.

(i) Modification of Grading System in examinations

Background: The Course Committee in its recently concluded meeting felt the need for reviewing the Grading System followed at AcSIR. The Committee stressed that while the core philosophy, as mentioned there in AcSIR Ordinance No. 7.6.5, shall remain same; it was recommended that the grade-point scale should be changed as described below:

Letter Grade	Performance	Numerical Value
A+	Outstanding	10
A	Excellent	9
B+	Very Good	8
B	Good	7
C+	Fair	6
C	Poor	4
F	Very Poor	2
I	Incomplete*	0
S	Satisfactory (for Audit Courses and Level-4 PhD Courses)	Not Applicable
X	Unsatisfactory (for Audit Courses and Level-4 PhD courses)	Not Applicable

* "I" grade shall be given to students who have (a) not attended Classes; and/or (b) not been evaluated. This implies repeating the full course.

- a) Student should declare the number of courses to be taken up to meet credit requirements and for audit purpose within four weeks after the start of semester.
- b) For PhD student who complete their academic coursework credit requirement (minimum of 12 credits) in one semester ~~then~~ the requirement as mentioned therein Ordinance 7.6.7 for fulfillment of SGPA \geq 6.00 shall be overridden by CGPA requirement of \geq 6.50. The committee emphasized that minimum grade point to be earned to pass any subject is 6.00 (C+) and SGPA/CGPA calculation shall include all the grades earned.
- c) All Level-4 courses (Review Article, Research Proposal and CSIR-800) shall be awarded 'S' (Satisfactory) or 'X' (Unsatisfactory) grade.

Proposal: The Senate is to discuss and accord its approval on the proposals mentioned above.

(ii) Determination of Distinction and First Class Grade

Background: AcSIR has received several requests from students whether there is any guidelines available in AcSIR determining the “Distinction” and “First Class” grades. Till date, there has been no such guidelines available at AcSIR. The Examination Committee at its meeting held on 10th September, 2014 made the following recommendations:

- i) Distinction: **8.00** CGPA
- ii) First Class: **7.00** CGPA
- iii) Pass Marks: **6.50** CGPA

Proposal: Approval of the Senate is required on the above recommendation by the Examination Committee.

Items for Discussion & Approval

Item No. 14: Tuition Fee related issues

i) Collection of MTech Tuition fee at AcSIR during admission to IMP program

Background: Currently the tuition fees for IMP program are directly collected from the students at the time of admission by the concerned laboratory along with the Admission Fee and the Security deposits. The Tuition Fee component are supposed to be transferred to AcSIR at a later date after the admission process is over. However, the transfer of the tuition fee from the Labs to the Academy is very often delayed due to various administrative reasons. In order to circumvent this problem and reduce administrative workload at the Lab level the following proposal is made:

Proposal: It is proposed that the Tuition Fee payable for the 1st semester by the students during his/her admission to the program be directly transferred to the AcSIR Bank account while the Admission Fee and the Security deposits may be collected at the Lab.

ii) Mandatory requirement of fulfillment of tuition fees prior to Comprehensive Examination and Submission of thesis

Background: The Finance Section of the Academy is facing severe problem to verify and reconcile the status of payable tuition fees by the students in those Labs which have not yet completely adopted the direct debit system. In such cases AcSIR office is completely dependent on flow of information from the respective Labs. Frequent lack of information creates problem at the time of submission of thesis when AcSIR office is required to check records to ensure all the tuition fees are paid.

Therefore, it is desirable that prior to Comprehensive Examination and Submission of thesis a certificate is obtained from AcSIR that tuition fee is paid in full. In case payment has been already made in the CSIR Lab, such a certificate must be submitted to AcSIR from the Lab that it has received the due amount. The following proposal is put forward to the Senate for its approval for better compliance:

Proposal: It is proposed that the students need to obtain a “No Dues Certificate” from AcSIR or from the Lab where he/she is working giving details of tuition fees paid and certified by the Accounts Officer at AcSIR (if paid directly to AcSIR) or the FAO at the Lab (if deducted by the Lab) and submit to AcSIR prior to Comprehensive Exam and submitting the Synopsis of the thesis for further processing.

Items for Discussion & Approval

Item No. 15: Revisit the issue of PhD thesis submission to AcSIR from CSIR laboratories

i) Introduction of Time Limit for thesis submission after approval of Synopsis of the study

Background: As per the guidelines of AcSIR, thesis can be submitted after two weeks of appearing for the Open Colloquium/DAC-IV [Clause 7.7.2(a) of the AcSIR Ordinances]. In general, students submit their thesis within a reasonable period after the completion of the DAC IV. However, at certain instances, it has been noticed that the theses are being submitted after over a year of clearing the DAC IV without satisfactory reason for the delay. Such late submission is inconsistent with the fact that DAC IV is expected to give its consent only when the student is ready to submit the thesis.

Proposal: To prevent the above mentioned situation, it is being proposed that the following procedural change is adopted:

- (a) The PhD thesis can be submitted any time within six months after clearing the DAC IV through Open Colloquium.
- (b) Submission beyond 6 month will require Dean's approval for an extension period not beyond additional 6 months on the basis of satisfactory reason for the delay. The permission, if granted, should be reported to the Senate.
- (c) If the thesis is not submitted within one year of clearing the Open Colloquium, as mentioned above, the registration of the student will be automatically cancelled. If interested the student can re-register with permission from the Chairman, Senate. In that case, submission of thesis will follow normal cycle of minimum period of residency.

ii) Role of Director of CSIR-Lab in the Thesis submission process

Background: The initiation of the admission into Ph.D program starts with the approval of Director of the laboratory. The Lab Coordinator constitutes the Doctoral Advisory Committee (DAC) for each candidate in consultation with the Director, Comprehensive Examination Board includes the Director (or his/her nominee), the reports of DAC meeting and Colloquium are also approved by the Director of the Laboratory. However, finally the Synopsis of the thesis and the List of the Examiners are signed by the Supervisor of the student and the Coordinator but not the Director.

Proposal: A proposal has been received from the Director, CSIR-IMMT suggesting that the role of the Director of the laboratory is also important before submission of Synopsis and the List of the Examiners to AcSIR. The Senate

members are requested to discuss and deliberate on the proposal and provide guidance on the procedure to be followed.

iii) Issues related to External Examiners of thesis

Background: The current practice at AcSIR is that the Supervisor of the PhD student proposes names of eight External Examiners and the Chairman, Senate assigns the order of the Examiners in which the thesis should be sent for examination. The first two examiners, marked serially by the Chairman, Senate are invited to examine the thesis. The theses are sent to both the Examiners simultaneously for evaluation with a request that they would need to return the report within 8 weeks of receipt of the thesis so that the process for award of the degree can be complete within a total of 12 weeks from submission.

Recently a few cases have been brought to the attention of the Academy that due to long delay in turning in the reports by the examiners, the process of the award of the degree is also substantially delayed.

Proposal: In order to avoid this delay, AcSIR proposes the following process:

- (i) The Coordinators get in touch with first four examiners simultaneously inviting them to be possible examiners for the thesis and with a request that the report would need to be sent back within 8 week time.
- (ii) Whenever consent is received from any two examiners, the thesis should be sent to them for evaluation.
- (iii) If the reports are not received by 8 weeks, another copy of the thesis should be sent out to the next examiner from the list who have agreed to examine the thesis with a specific request to send back the report within a specified time.
- (iv) As soon as two reports are received from any two of the three examiners, the decision should be made based on those reports only, without waiting for the third report. If, however, all three reports are available about the same time, all the reports will be considered for examination.
- (v) All the examiners will have to paid honorarium for examining the thesis.

The Senate is to deliberate on the proposed process to facilitate adherence to the AcSIR rules to maintain its standard and preserve students interest.

Item for Discussion & Approval

Item No. 16: Discussion on minimum requirements for award of PhD degree by Institution of National Importance as per UGC Guidelines

Background: UGC has set some 'Minimum Standards and Procedure for Award of M.Phil/PhD Degree' (Regulations 2009, notified in the Gazette of India on 11-17th July, 2009) for all its affiliated Colleges, Universities etc.

As per the UGC "(Minimum Standards and Procedure for Awards of M.Phil/Ph.D Degree), Regulation, 2009", these rules would be applicable to "All Universities, Institutions, Deemed to be Universities and Colleges/**Institutions of National Importance**' who are eligible to conduct M.Phil. and PhD Programs. The Guideline has laid down procedures elaborating on eligibility criteria for Faculty recognition; procedure for admissions; allocation of supervisor; course work; evaluation and assessment methods; depository with UGC etc. which, AcSIR more or less follows. However, there are a few items on the guidelines, which are not being explicitly followed by AcSIR as noted below:

- i) Publication/acceptance of minimum one paper in peer reviewed journal before submission of thesis
- ii) One of the external examiners should be from out of the state
- iii) To submit a soft copy of the MPhil/PhD thesis to UGC for hosting on INFLIBNET
- iv) Along with the Degree, the Degree awarding University, Institution Deemed to be University, College/**Institution of National Importance**, as the case may be, "shall issue a Provisional Certificate certifying to the effect that the Degree has been awarded in accordance with the provisions to these Regulations of the UGC".

Proposal: Being a PhD degree awarding body, AcSIR needs to comply with all the regulations as mentioned in the Minimum Standards Guidelines of UGC. The Senate is to look into the Guidelines. It is worthwhile to mention here that compliance with these regulations will be required while applying for accreditation with bodies like National Assessment and Accreditation Council (NAAC). Appropriate documents are to be mandatorily submitted with the application for the same.

The UGC "(Minimum Standards and Procedure for Awards of M.Phil/Ph.D Degree), Regulation, 2009" is enclosed as **Annexure A-16**.

Item for Discussion & Approval

Item No. 17: Discussion on creation of On-line repository of theses

Background: AcSIR has so far awarded 66 PhD and Provisional PhD degrees and 312 MTech degrees. It needs discussion whether these theses should be made available online so that those are easily accessible. Also, creating such a repository may help AcSIR in future about compliance with the various guidelines of accreditation bodies as mentioned in Agenda Item No. 16 above.

Proposal: Towards achieving this goal, discussion has been initiated with CSIR-URDIP to decide as to how an on-line repository of theses can be created for AcSIR. Guidance and suggestions from the Senate is requested on the same.

Item for Discussion & Approval

Item No. 18: Introduction of a Clause on Plagiarism in the certificate provided in thesis

Background: A large numbers of theses are being submitted by the students of AcSIR pursuing their studies for various degrees. It is necessary that a clause is inserted in the Certificate that is issued by the Supervisor and included in the M.Tech/Ph.D thesis that suitable check against plagiarism has been carried out.

Proposal: It is being proposed that AcSIR may have a format for issuing the certificate that is to be included in the thesis as follows:

“This is to certify that the work incorporated in this Ph.D. thesis entitled __(Thesis Title)__ submitted by Mr./Ms. __(Student's Name)__ to Academy of Scientific and Innovative Research (AcSIR) in fulfillment of the requirements for the award of the Degree of __(Title of Degree)__, embodies original research work under my/our supervision/guidance. I/We further certify that this work has not been submitted to any other University or Institution in part or full for the award of any degree or diploma. Research material obtained from other sources has been duly acknowledged in the thesis. Any text, illustration, table etc., used in the thesis from other sources, have been duly cited and acknowledged.”

Discussion by the Senate and its approval is sought on the above format.