



ACADEMY OF SCIENTIFIC AND INNOVATIVE RESEARCH

Twelfth Meeting of the Senate

17th November 2014; 11:00hrs

Venue: Room No. 104, ISSH, CSIR-IGIB, Mathura Road Campus, New Delhi 110020

Sl.No.	Name of the Member	Mode of Participation
1.	Prof. Nagesh R. Iyer	In person
2.	Prof. Kunal Ray	In person
3.	Prof. Amitabha Chattopadhyay	In person
4.	Prof. K.S. Krishna	In person
5.	Prof. S.K. Bhattacharyya	In person
6.	Prof. Amitava Sengupta	In person
7.	Dr. Vinod Scaria	In person
8.	Dr. Poonam Arora	In person
9.	Dr. Ramanuj Narayan	In person
10.	Dr. Shantanu Sengupta	In person
11.	Dr. Asha A. Juwarkar	In person
12.	Dr. Pijush Pal Ray	In person
13.	Prof. (Mrs) Santa Chawla	In person
14.	Prof. B.D. Kulkarni	Video Conference
15.	Prof. Rakesh Mohan Jha	Video Conference
16.	Prof. B.K. Mishra	Video Conference
17.	Ms. Arpita Sengupta, <i>Non-member Secretary</i>	Skype

The quorum requirement, as per Statute No. 3.3 (d), of 'One- of the total strength of the Senate' third (i.e. presence of minimum 11 members) to conduct the meeting was fulfilled.

The members participating through Video Conferencing or Skype could follow the proceedings of the meeting with complete clarity and there was no hindrance in conducting the meeting.

Prof. A. Ajayaghosh, Dr. Vijaya Mohanan K Pillai, Prof. (Mrs) Lakshmi Kantam, Prof. S. Srikanth, Prof. Vivek Ranade, Prof. Suman Kumari Mishra, Dr. Shankar Doraiswamy, Prof. Prem Krishna, Prof. Partha Banerjee, Prof. Ram Rajsekharan, Prof. Javed N. Agrewala, Prof. Shyam Sundar Rai, Dr. Rajan Sankaranarayanan, Prof. Dinesh Singh and Dr. Pronab Sen could not attend the meeting due to prior commitments. They were granted leave of absence.

Prof. Nagesh R. Iyer, Acting Director, AcSIR and Chairman of the Senate informed about his delay in joining the meeting due to some technical snag in the flight and requested Prof. Kunal Ray, Associate Director, AcSIR to initiate the meeting at 11 am as per the schedule.

Contd.

INITIATION OF THE MEETING

Item No. 1: Prof. Kunal Ray, Associate Director, AcSIR welcomed all the members of the Senate and thanked them for participating in the twelfth meeting of the Senate.

He specially welcomed Dr. Ramanuj Narayan, CSIR-IICT newly appointed Associate Dean of faculty of Chemical Sciences and introduced him to the members of the Senate.

In this Senate meeting all the meeting materials and relevant documents were provided on electronic devices and all the members appreciated this initiative since it saves on papers. They also felt that this should be followed in all future Senate and other AcSIR meetings.

Senate members were also informed about the appointment of Ms. Arpita Sengupta as Senior Manager (Administration), AcSIR. As per Statute No. 3.1 she was assigned the responsibility to act as non-member Secretary to the Senate, AcSIR by an OM dated 30.10.2014.

He informed the Senate that currently there are 2799 students enrolled and 2454 faculty members across AcSIR system. He further informed that 66 PhDs and 312 M.Tech degrees have been awarded till date.

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

The Minutes of the 11th meeting of the Senate held on August 8, 2014 were circulated among its members on September 29, 2014. With respect to proceedings recorded for procedure to change the Thesis title under Agenda Item No. 14 (a), Prof. SK Bhattacharyya suggested that in general thesis title should not be changed after submission of the synopsis. However, if the thesis examiner recommends a change of title and the candidate agrees to the proposal, the title shall be allowed to be changed even after submission of the synopsis. The members accepted this suggestion and approved the minutes of the 11th meeting of Senate.

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

With respect to the Action Taken Report the following discussion took place:

Board of Studies: The members strongly expressed the need to have the Board of Studies constituted at the earliest but not later than 31st December 2014. It was recommended that the Board of Studies should be empowered to create subcommittees and task forces as per need.

[Action: Chairman, Senate]

Visiting Faculty of AcSIR: The financial implications of having Visiting Faculty needs to be worked out, it will be placed in the next Finance Committee meeting. The Senate members suggested constituting a separate committee to work out the modalities and framework for selection of the visiting faculty of AcSIR.

Members felt it can be taken up at a later stage as it is not a pressing issue and can be looked into when the formal Director takes over in a few months.

Establishment of a Summer Training Program: The Senate members suggested that Finance Committee may provide detailed clear implications of supporting such a Training Program of 2 months duration for 20 students with a fellowship of Rs. 25,000 per month (as per the suggestions of the Board) including the source of funding for such an initiative. The members suggested that a committee should be formed to work out the modus operandi. They also empowered the Senate Chairman to constitute the committee.

[Action: Finance Committee]

Modalities for round the year application process: It was reported that a detailed SOP would be created in consultation with Admission Committee. Upon review and approval of the SOP, the online portal of AcSIR would be suitably modified to handle round the year application process.

[Action: Admission Committee]

Proposal for Online Thesis submission: It was informed by Dr. Vinod Scaria, that the system for Online Thesis submission is ready for testing; Dr. S. Sengupta, Associate Dean, Biological Sciences kindly volunteered to do the same for one of his student. It was decided that the application finally in place shall be hosted at AcSIR website.

[Action: Dr. V. Scaria and Senior Manager]

Evaluation of PhD theses for award of excellence: It was suggested by Prof. Santa Chawla that taking input from the examiners of the thesis would be a good idea. To facilitate the process, the examiners may be sent a common format used for objectively selecting the awardees.

[Action: Examination Committee to set up guideline]

Around this time Prof. Iyer joined the on-going meeting and welcomed all members and also thanked CSIR-IGIB for the support provided to conduct the 12th meeting of the Senate, AcSIR.

Establishment of joint Masters' program with University: It was informed that the query received from Prof. Ram Rajasekaran at the 10th meeting of the Senate whether AcSIR can jointly conduct MSc program with any University and award degrees, is yet to be acted upon by the Senate since as per Statute 13, AcSIR cannot confer MSc degree as of yet.

[Action: Finance Committee]

ITEMS FOR RATIFICATION

Item No. 4: Admissions for the August 2014 session

The Senate ratified the admission for students enrolled in the Aug 2014 session for the Labs whose ratification could not be done in the last meeting of the Senate.

The Senate members recommended the use of the word "Formalization of admission" instead of "Provisional admission" to more precisely stating the status of the admission, and ratified the admission of Integrated M.Tech-PhD 2014 students who were admitted following the due procedure but could not apply through Online Admission portal for Aug 2014 session.

Item No. 5: Course related items:

(i) Introduction of New Courses:

- a. CSIR-CRRI (Engineering): Senate members refrained from ratifying the courses as proposed by CRRI and suggested to follow AcSIR rule in regard to credit distribution, course nomenclature, and practical classes for PhD coursework.

Prof. SK Bhattacharayya kindly volunteered to discuss the matter with Director, CSIR-CRRI and offered help to CRRI, as necessary, for proposing courses in conformity to AcSIR rules and regulation.

- b. CSIR-4PI (CMMACS) (Physical): The proposed course was ratified by the Senate.

- (ii) Corrigendum for the correction in a course number at CSIR-IGIB: The members ratified the correction that the course **Electronics for Biologists (BIO-IGIB-3-282)** will remain as a 300 level course and not a 200 level course (**BIO-IGIB-2-281**) as was erroneously reported at the 11th Senate.

Item No. 6: Student Related Items

(a) **Transfer of students:** The Senate ratified the transfer of the following students at:

- (i) **CSIR-NCL to CSIR-IMMT: Mr. Monojit Das** (Old Enrollment No.: 10CC12A26018; New Enrollment No.: 10CC12A36012).
- (ii) **CSIR-CFTRI to CSIR-NEERI: Mr. Vaibhav Gujjar** (Old Enrollment No.: 10BB12A08991; New Enrollment No.: 10BB12A27005)

(b) Change of Faculty of study by students

The Senate also ratified transfer of faculty for the following student:

- (i) **Ms. Salma Mukhtar Mir** (Old Enrollment no.: 10CC13J18026; New enrollment no.: 10CB13J18026) Chemical to Biological sciences at CSIR-IICT

ITEMS FOR INFORMATION

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

The Senate took note of the guidelines formed and approved by the Chairman, Senate on Oct 15, 2014, for Direct PhD (Science) and Sponsored PhD (Science).

Prof. Kunal Ray mentioned that, as per recommendation of the Senate, guidelines for Direct PhD and Sponsored PhD programs in Engineering Sciences need to be revised by the same committee. In this context, Prof. Ray proposed that Prof. S. K. Bhattacharyya may act as the Chairman of the committee since he would be more suited for the job having necessary domain knowledge in Engineering. Prof. Ray also suggested to include Dr. Chetan Gadgil in the subcommittee since he is an active faculty teaching in these programs. The Senate agreed to the proposal and suggested that the Chairman may suitably modify the subcommittee. It was also suggested that a letter might be sent from AcSIR office to Prof. SK Bhattacharyya in this regard.

[Action: AcSIR Office]

Item No. 8: Updates on Faculty Status of AcSIR

The senate took note on the updates on faculty status of AcSIR from different labs as under:

Additions:

CSIR-CRRI, CSIR-CIMAP, CSIR-NCL, CSIR-NIO

Modifications:

CSIR-AMPRI, CSIR-CRRI, CSIR-CIMAP, CSIR-IICT, CSIR-NEERI

ITEMS FOR DISCUSSION & APPROVAL

Item No. 9: Faculty Related Issues

- (i) Proposal for Adjunct Faculty of AcSIR: The senate accorded their approval on the proposals received for Adjunct Faculty position and suggested that as per AcSIR Statutes no. 12.7, the tenure for Adjunct Faculty should not be more than 3 years with provision of further renewal. Accordingly Prof. Saurabh Ghosh and Prof. Mrinal K Sen will be given adjunct professorship for 3 years, and Dr. Teh Lay Kek and Dr. Mohd. Zaki Salleh will be given a term of 2 years as proposed by respective labs.

[Action: AcSIR Office]

- (ii) Emeritus Professors of AcSIR: Senate approved the request received from CSIR-CSMCRI and CSIR-CIMAP to induct Prof. Pushpito Ghosh and Prof. U.C. Lavania as Emeritus Professor of AcSIR at the respective CSIR Labs.

[Action: AcSIR Office]

The senate also constituted the standing committee with following members, for framing the guidelines and modus operandi towards induction of Emeritus professorship positions at AcSIR henceforth:

- Associate Director (Academic), Chairperson
- All Deans
- Prof. S.K. Bhattacharyya, Director, CSIR-CBRI
- Senior Manager, Non-member Secretary

The same committee will review the proposals received from time to time and recommend suitable cases for Senate's approval. The committee shall be empowered to induct new members for having expert opinion.

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

The Senate permitted Mr. Devaki Nandan, (Registration No. 10CC11J19012), CSIR-IIP to continue as part time PhD student as per the provision in the last meeting of the Senate under Agenda Item No. 23. The student would have to continue paying the tuition fees till thesis submission and that he would have to submit the thesis within the maximum stipulated period as prescribed in Ordinance 4.2.1

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

The Senate approved the proposal with respect to renaming the *Research Methodology* training program for IMP students to ***Research Orientation*** program along with other modifications as under:

- (i) Reduction of program duration from 10-11 days to 7-8 days.
- (ii) Reduction in the coverage of specialized/advanced topics covered under the course from approximately 4 days to only about 1.0-1.5 days. The Dean/Associate Dean of Engineering Faculty to finalize the topics in consultation with the concerned Coordinators.

[Action: Coordinators; Dean/Asso. Dean, Engineering Science]

- (iii) The dates for the program is henceforth fixed from December 27th to January 4th (8 days) period (i.e. at the end of first semester and beginning of the second semester). Academic calendar shall be modified accordingly. The semester break of about 10-12 days should commence after this program.
- (iv) The second semester start date may be accordingly modified to be from around the third Friday of January.
- (v) 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.
- (vi) Attendance in this program shall be compulsory to all students admitted to the IMP course programs of various CSIR labs.

- (vii) In view of point no. (vi) above, instead of including this course in the final grade card issued to the student, the participants in this program will be issued a *Participation Certificate* at the end of the program.

The members unanimously agreed that the orientation program shall be made mandatory for all IMP students and request for leave of absence will be considered on a case to case basis. Any change in the schedule/ participation shall be communicated to HRDC, Ghaziabad well in advance.

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

The members approved the recommendations of the Course Committee regarding academic requirements related to (i) course nomenclature; (ii) timeline for completion of Project Proposal, Review Article and CSIR-800 Project, and (iii) Grading pattern for academic and other mandatory courses. It was decided that all the recommendations of Course Committee shall be effective from **August 2014 session.**

[Action: AcSIR Office; Dean/Associate Dean]

In addition, Chairman, Senate emphasized that the recommendations of Course Committee shall be applicable to all current and new affiliates of AcSIR.

Following additional points/ suggestion were made on the report of Course Committee:

- (i) Some Engineering Labs have 400 level Academic coursework. It was proposed to check such courses in AcSIR roster which are being taught in some labs like CSIR-CBRI and CSIR-SERC etc.
- (ii) Conduct of Comprehensive Examination:
The requirement of minimum 12 credits from academic coursework including all compulsory courses shall be applicable to regular PhD students only (i.e. not to Sponsored Candidates).
Sponsored candidates, as per guidelines, shall be required to complete Project Proposal, Review Article and CSIR-800 Project in addition to the credit requirement from academic coursework.

The modifications in the MS by Research program as proposed by the Course Committee were approved. MS by Research program will commence from January 2015 session and Project Assistants who are already existing in the CSIR system, can be included retrospectively from January 2014 session.

[Action: AcSIR Office; Senate Sub-Committee on MS (Research)]

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

The Senate approved the recommendations of the Examination Committee regarding 'Modification of Grading System' with following suggestions:

- (i) Letter grade "I" implies that the student will have to repeat the full course and take the examination so that it could be considered towards his/her grade calculation. It cannot be converted to an "F" grade.
- (ii) The Senate recommended to grade Review Article, Project Proposal and CSIR-800 Project as 'S' (Satisfactory) or 'X' (Unsatisfactory).

The determination of Distinction and First Class Grade was approved with following clarifications:

- (i) Distinction: **≥8.00** CGPA
- (ii) First Class: **≥7.00** CGPA
- (iii) Pass marks: **6.50** CGPA and 6.0 SGPA (if the entire course work spans only for one semester, especially for PhD courses, the pass marks will be 6.5 since SGPA in these cases will be equivalent to CGPA)

Item No. 14: Tuition Fee related issues

The Senate approved the proposal related to tuition fees as under:

- (i) Direct transfer of tuition fee for 1st semester from IMP students to AcSIR Bank Account.
- (ii) Mandatory requirement of fulfillment of tuition fees prior to Comprehensive Examination and Submission of thesis

[Action: AcSIR Finance Department]

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:

The Senate considering the need for time-bound submission of theses and to ensure compliance to Ordinance No. 7.7.2 (c) (i), accorded its approval to the proposal as under:

- 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. 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:

The Senate clarified that the Thesis submission process being entirely academic in nature may not require involvement of Director of CSIR Lab.

- (iii) Issues related to External Examiners of thesis: In order to ensure compliance to Ordinance No. 7.7.2 (d) (v), the members approved the following process:

- a. The Coordinators get in touch with first four examiners simultaneously inviting them to be possible examiners for the thesis with a request that the report be submitted to the Academy within 8 week time.
- b. Whenever consent is received from any two examiners, the thesis should be sent to them for evaluation.
- c. If the reports are not received by 8 weeks, another copy of the thesis should be sent out to the next person from the list of examiners who has agreed to examine the thesis with a specific request to submit the report within a specified time.
- d. 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.

- e. All the examiners will be paid honorarium for examining the thesis.

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

The members discussed the issue and were in overall agreement to adopt the guidelines aiming at higher standards:

- (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

However, with respect to other points for (i) Uploading Thesis in INFLIBNET, and (ii) Issuance of a Provisional Certificate certifying to the effect that "the Degree has been awarded in accordance with the provisions to these Regulations of the UGC", shall be checked with other Institutions of National Importance not under direct control of UGC (such as IITs, ISI and IISERs) and necessary decisions can be taken by the Senate.

[Action: Senior Manager]

Item No. 17: Creation of On-line repository of theses

Senate approved the creation of On-line repository of theses subject to approval of the supervisor(s) and suggested the following:

- (i) Papers published during the PhD duration may also be uploaded along with the theses. However, the candidate must ensure that the rules and regulations of the journal regarding publication must be adhered to. If open access is not allowed and an embargo up to a certain time is in place it must be honored.
- (ii) A disclaimer shall be included mentioning that the copyright for the Theses rests with AcSIR. Appropriate steps shall be required to be taken to have the copyright assigned to AcSIR in this regard.

[Action: Senior Manager]

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

The Senate members approved the following format of Certificate, which would be signed by the Student and Advisor(s), for inclusion along with submission of thesis so as to declare that the research work is original:

"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."

ADDITIONAL ITEMS

Additional Item No. 1: Discussion regarding engagement of faculty for Online Teaching:

Prof. S.K Brahmachari, Academy Professor, AcSIR forwarded a recommendation from Dr. T. Balganes, CSIR-OSDD to include Dr. Abdul Jaleel U.C., Indian Institute of Science, Bangalore as a faculty on contractual basis for developing online teaching modules.

During the discussion Prof. Ray informed the Senate that the CV was forwarded to Prof. Raj Singh, who is looking in creation of basket of On-line courses of AcSIR. Prof. Raj Singh has expressed his opinion that as per the CV of Dr. Jaleel, his expertise is in the area “Cheminformatics” which may not have a wider demand in the current curriculum across AcSIR. He suggested that the opinion from the Dean, Chemical Sciences, Biological Sciences and Associate Dean, Mathematical & Information Sciences may be sought regarding the scope of utility of Dr. Jaleel’s expertise to retain him as a faculty of AcSIR on contract basis.

[Action: Senior Manager]

Additional Item No. 2: Status of Royal Melbourne Institute of Technology (RMIT) for Joint PhD program: RMIT has sent their final proposal for joint academic program with AcSIR this which has been passed by the Board of RMIT. Ms. Arpita Sengupta, Senior Manager, AcSIR informed that legal advice with respect to protection of Intellectual Property rights of AcSIR needs to be sought before considering the proposal for approval.

[Action: Senior Manager]

In conclusion, Prof. Iyer and Prof. Ray suggested that from next Convocation onwards all members of the Senate would be invited to attend the Convocation. Also, it would be expected that all the Deans and Associate Deans, who play major roles in maintaining the academic standards and are very closely associated in the process of award of the degrees, make sure that they could attend the Convocation; their travel and accommodation will be taken care of by the Academy for the Convocation. The Senate wholeheartedly approved the proposal.

The Chairman, Senate thanked all the members present in person and through electronic media for attending the meeting and sharing their valuable opinion and suggestions on many important issues relevant to the Academy.

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



(Nagesh R. Iyer)
Chairman, Senate