



Academy of Scientific and Innovative Research

AcSIR/8/1(1) 2020

May 10, 2020

OFFICE MEMORANDUM

Sub: AcSIR Students Classes, Examinations, DAC & Other Meetings, Thesis/Project Viva etc. & Semester Rescheduling due to disruption of students' normal academics at AcSIR Academic Centres (CSIR Labs)

In view of the current situation of COVID-19 pandemic, the Director, AcSIR has approved the following guidelines on matters related to the conduct of classes, meetings, end-semester examinations and the academic calendar to be followed for this on-going semester to avoid any academic loss to the AcSIR students while ensuring their safety.

Conduct of Classes / Meetings

Till the regular classes with physical attendance are resumed in respective CSIR Laboratories/AcSIR Academic Centres, on-line classes shall be conducted through Video Conferencing using Google, Microsoft Technologies or any other reliable and mutually convenient technology. Accordingly, the AcSIR Coordinators at CSIR labs and Course Coordinators/Teachers are requested to conduct the classes of all Masters/Ph.D programs on-line for the remaining part of their course content.

All presentations, DAC meetings, Comprehensive, and Pre-Thesis Open Colloquium (PTOC/DAC-IV) presentations etc. are also to be conducted through digital means in video mode. Records and proceedings shall be recorded and signed at a later date.

Examinations for Courses taught in January 2020 Semester

All the AcSIR Academic Centres may complete the end-semester examination of each course for all the students enrolled in different academic programs by **July 31, 2020**. If the normalcy is not resumed by **July 15, 2020**, for the students to resume academic activity by physical presence in the lab, due to continuing problem due to COVID-19 at any of the Academic Centres, then the end-semester examination may be conducted through an appropriate on-line mode. Accordingly,

- (i) Assignments may be given to the students periodically till July 15, 2020. The performance in these assignments would carry weightage of 50% in the computation of semester grading of the student in the course.



- (ii) End-Semester Examination would carry remaining weightage of 50% in the grading of performance of student in a particular course, where no mid-semester examination was conducted. The End-Semester Examinations may be conducted during July 20-31, 2020 in the on-line mode or conventional mode, depending upon the situation due to COVID-19. In cases, where mid-semester examinations have already been conducted, the students may be given grades giving 25% weightage to mid-semester scores and 25% weightage to End-semester scores.

AcSIR Academic Centres may adopt appropriate strategies to facilitate the Masters students pursuing Projects/Dissertations. AcSIR Academic Centres may consider to assign data-analytics/approaches/interpretive/opportunity identification based projects or any other suitable alternate, instead of laboratory based experiments or field/survey based assignments to the students.

Last date for submission of dissertation/project report by students of final semester of Master's program is **July 20, 2020**.

Master's and PhD students may be permitted to submit a soft copy of Thesis / dissertation / project report to the office of AcSIR Coordinator at AcSIR Academic Centres subject to submission of hard-copy at a later stage.

Ph.D. and Master's Viva-Voce Examinations

The Viva-Voce Examinations of final semester students of Master's program shall also be conducted by **July 31, 2020**.

The Ph.D. and Master's (if any) Viva-Voce Examinations may be conducted through Video Conferencing. It may be ensured that Ph.D. Viva-Voce Examination is attended by the requisite number of members of the DAC, the Research Supervisor(s) and Examiner(s). The link (for online view) of the same may be provided to all faculty members, research scholars, other interested experts / researchers to attend the Ph.D. Viva-Voce Examination.

The AcSIR Coordinators have to maintain a record of the same and get the report signed by all the concerned.

This has been issued with approval of the Director AcSIR.


(Ashwini Mishra)
Manager



Copy to:

1. Prof. Chandra Shekhar, Chairman, BoG and Chancellor, AcSIR – for kind information
2. Prof. Shekhar C. Mande, Vice Chariman, BoG, AcSIR & DG, CSIR – for kind information
3. Prof. Rajender Singh Sangwan, Director, AcSIR & Chairman, Senate, AcSIR
4. Prof. K. Ravikumar, Associate Director (Academic) & (Resource Development & Network), AcSIR
5. Prof. Ajay Dhar, Associate Director (Student Affairs) & (Admin. & Finance), AcSIR
6. Directors of CSIR Laboratories and other non-CSIR AcSIR Academic Centres – for kind information
7. All Deans and Associate Deans of AcSIR
8. AcSIR Coordinators at CSIR Laboratories/ Centres/ Units and non-CSIR AcSIR Academic Centres – for circulation among students & faculty members as well as implementation of the O.M.
9. Senior Manager, AcSIR
10. Assistant Managers and Executive Assistants of AcSIR at CSIR Labs – for records, display on the Notice Board and dissemination of information to all concerned
11. Office Copy