



**Minutes of the online Meeting held on 28-04-2020 to discuss Academic issues in the backdrop of impact of COVID-19 Pandemic.**

**Following members were present through online mode:**

Prof. Rakesh Sehgal	Director
Prof. A. H. Mir	Head, ECE Deptt.
Prof. M.F.Wani	Dean Faculty Welfare.
Prof. Kowsar Majid	Dean Academic Affairs
Prof. Babar Ahmad	Head, Mechanical Engg. Deptt.
Prof. Rohie Naaz Mir	Head, CSE Deptt.
Prof. M.A. Ahanger	Head, Civil Engg. Deptt.
Prof. Adnan Qayoum	Dean Students Welfare
Prof. A. Q. Dar	Dean Planning & Development
Prof. A.H. Bhat	Head, Electrical Engg. Deptt.
Prof. Javid Banday	Head, Chemistry Deptt.
Dr. Gausia Qazi	Associate Dean Academic Affairs
Dr. G.R. Beigh	Associate Dean Examination
Dr. Atikur Rehman	Head, MME Deptt.
Dr. Prince Ganai	Head, Physics Deptt.
Dr. M.A. Rather	Head, Chemical Engg. Deptt.
Dr. Obbu Chardra	Head, T & P

Director welcomed all members to the first online meeting. Briefed the members about the issues Institute is facing to tackle the consequences of COVID-19 Pandemic. After that Dean Academic Affairs introduced the agenda of the meeting and Director invited all members for their remarks and observations to share. After discussion on the agenda, following is resolved.

- Institute is bound to run the classes / spring session through online mode only in view of present circumstances and in view of the fact

that even if lockdown is removed, resumption of face to face interaction will take time. In the backdrop of this fact and in view of academic and career considerations of final year students, measures will be taken for all but implemented in first place in respect of final year students (UG/PG).

- In continuation to already communicated road map for academic activities vide notification dated: 21-04-2020 , academic activities in respect of final year B.Tech and M.Tech students will be as under:
  - a) All HODs will establish contact with each student of their outgoing Batch (UG/PG) through e-mail. This will ensure their connectivity and feedback with regard to uploading/communicating study material to them.
  - b) After this is achieved, by 15<sup>th</sup> May, 2020 HODs will give feedback about the course completion for the conduct of Mid-term examination.
  - c) The evaluation process will be fragmented into two components viz Mid-Term (40%) and End-Term (60%).
  - d) Mid-Term component will comprise of assignments by way of online quizzes, online tests, submission of time bound assignments, attendance (online if possible).
  - e) For each chapter, assignments should be assigned in a way that their evaluation is significant, meaningful and time bound.
  - f) **Project evaluation:** This aspect was discussed in detail. It was resolved that projects already assigned should be tailored more in a software direction rather than experimental. In case students have carried out some experimental based pre-project work, concerned mentors / supervisors may advise or redirect them to more simulation oriented way and approaches. Candidates be advised to prepare project report / dissertation in soft mode (PDF File) and may submit the same to their respective supervisors for correction/advice and finalization.
  - g) After 15<sup>th</sup> May, 2020 module for end term examination will be discussed. Meanwhile a Committee constituting of HOD CSE, ECE, EE, Civil, DAA and ADE will come-up with the module and modalities to conduct the end term examination and project

evaluation.

- h) 20<sup>th</sup> July, 2020 has been fixed as the deadline for completion of academic session in respect of final year students.
- i) For all other semesters concerned HODs are requested to ensure the interaction with students for completion of syllabus as per time table.
- j) Course registration in respect of Research Scholars was discussed. Since as per statutes, candidate can complete course work within 18 months. Students are at liberty to register for their courses, however, their examination will be conducted offline as per ordinances/statutes of the Institute. Their registration in subsequent semesters shall be allowed with pending result.

Action taken report on the decisions shall be discussed and monitored in subsequent online meetings.

Meeting ended with the best wishes from the Director for early dissolution of present pandemic and welfare for all. Director wished all a happy and peaceful Ramadan.

(Prof. (Dr.) Kowsar Majid)  
Dean Academic Affairs

**Approved by Director on 30<sup>th</sup> April, 2020.**

Copy to all for information and necessary action to:

1. All Deans and HODs.
2. Registrar.
3. Incharge T & P.
4. Chairperson CC, with a request to kindly upload the minutes on Institute website.

5. P.A to Director for information of Director

6. File.