

Agenda 2.3 a) Ratifying the minutes of the previous Academic Council meeting

The Assam Royal Global University
First Meeting of the Academic Council
 27th Oct 2017

Minutes of the Meeting

Start time: 11:00 a.m.

Venue: Board of Governors' Room, Block A, Royal Global University.

Members Present:

- Vice-Chancellor as Chairperson
 1. Prof. (Dr.) S P Singh,
- Registrar as Member-Secretary
 2. Ms. Angira Mimani,
- Deans/Heads of Schools, nominated by the Chancellor as members
 3. Prof. (Dr.) B.Banerjee, Principal , RSET
 4. Prof. (Dr.) Anita PY, Dean, Faculty of Architecture, Fashion Design & Fine Arts
 5. Prof. (Dr.) Anuradha Devi, Dean, RSAPS
 6. Dr. Sudip Chakraborty, i/c Principal, RSC
- Heads of Departments/centres, nominated by the Chancellor as members
 7. Prof. (Dr.) Arnab Sarmah, HoD, Civil Engineering, RSET
 8. Dr. Devika Phukan, Dy. Dean, RSAPS & HoD, Physics
 9. Dr. Hiren Nath, HoD, RSLA
 10. Ms. Florence H. Rabha, Head, RSCOM
 11. Dr. Rahul Nandi, HoD, Marketing, RSB
 12. Dr. Pubalee Sarmah, HoD, Chemistry
 13. Mr. Zunaid Ahmed, HoD, Mechanical Engineering, RSET
 14. Ms. Vanita Agrawal, HoD, Electrical Engineering, RSET
 15. Mr. Aniruddha Deka, HoD, Computer Science & Engineering, RSET
 16. Mr. Ananya R. Pathak, HoD, Electronics & Communication Engineering, RSET
- Educationists nominated by the Chancellor as members
 17. Prof. (Dr.) O.K.Medhi, Former Vice-Chancellor, Gauhati University and Professor Emeritus, RSAPS
- Members nominated by the Chancellor from Governing Bcdy
 18. Mr. Ankur Pansari, Member, GB, RGU
- Member nominated by the Chancellor from Board of Management
 19. Prof. (Dr.) U.R.Dhar, Hy. Advisor, RSB

- Teachers nominated by the Chancellor as members
20. Prof. (Dr.) Krishna Barua, Former HoD, IIT Guwahati and Professor, RSL
- Teachers nominated by the Vice-Chancellor as members
21. Prof. (Dr.) P.H.Talukdar, Professor, RSET
22. Prof. (Dr.) Swabera Islam, Professor, RSBAS (Economics)

Special Invitee Present:

23. Prof. (Dr.) M.K.Chaudhuri
Former Vice-Chancellor, Tezpur University
& Hy. Principal Advisor, Royal Global University
Guwahati

Leave of Absence of members:

1. Prof. (Dr.) H.C.Gautam
Professor, Department of Commerce, Gauhati University
2. Sri Ramesh Pasari
MD, Assam Asbestos(Assam Roofing Ltd)
3. Sri R.S. Joshi
Former Chairman, FINER & Member, BoM, RGU
4. Sri K.K.Jain
K.K.Builders Pvt. Ltd
5. Prof. (Dr.) P K Goswami,
Former Vice-Chancellor, ASTU & Professor Emeritus, RGU
6. Prof. (Dr.) P.J. Mahanta
Professor, RSL
7. Prof. (Dr.) Manoj Jain
Dy. Dean, RSB
8. Ms. Sikha M. Pansari
Member of Governing Body, RGU

PROCEEDINGS OF THE MEETING

Prof. (Dr.) S.P.Singh, Hon'ble Vice-Chancellor presided over the meeting and called the House to order.

1.1 Agenda: Welcome and introduction of the members of the Academic Council.

Deliberations/Suggestions: The meeting commenced with the welcome address by Ms. Angira Mimani, Registrar, RGU. Ms. Mimani presented the agenda and

introduced the members. She then read out the leave of absence, which was passed by the house. Ms. Mimani stressed on the importance of this first academic council meeting as the foundation of any University is primarily based on strong academics. She informed that the aim of the University is to groom the students into deserving citizens of the nation but the primary focus of the University should be to make them academically enabled and employable so that they can make a wholesome change in their life and society at large.

1.2 Agenda: To appraise about various policies/process incorporated (ratified by Governing Body/Board of Management, in absence of Academic Council).

- the process of drafting the syllabus for different courses and its adoption in the current academic year
- launching of new schools/courses, eligibility for different courses and fee structure
- the admission process, on-admission scholarship to students and total number of intake for each courses.

Deliberations/Suggestions:

- the house was informed about the process of development of syllabus for all the courses of RGU. The process and the syllabi designed have already been ratified by the Board of Management in its first meeting held in June 2017, in absence of Academic Council. A small presentation on the process and the course structure was given by Ms. Arpee Saikia, Assistant Professor, RSB.
- Prof.(Dr.) P H Talukdar, Professor, RSET enquired about the Minor Tracks, which was explained by the Vice Chancellor.
- Prof. (Dr.) Anuradha Devi, Dean, RSAPS stressed that students were worried about the weightage of marks of all courses viz. EPEC, Core, Basket to which the chair person informed that the weightage of marks may be according to the credits assigned to the respective courses and the matter will be put up for perusal of Academic Council in its next meeting after approval of examination committee.
- Ar. Anita PY said that the physically impaired students of RGU find it difficult to attend the EPEC Courses and enquired if any steps can be taken for them. Hon'ble Vice-Chancellor & Registrar, RGU affirmed that necessary action shall be taken in this regard at the earliest. It was also told by Dr. Sudip Chakraborty (Principal, RSC) that one students coming on wheel chair is happily participating in Physical Education classes.
- Prof.(Dr.) M K Chaudhari -
 - felt that since the nomenclature 'minor track' is not specified in the UGC norms, RGU should try to offer the courses as per the

prescribed CBCS system. The 25% flexible courses to be offered at RGU, as per CBSC system, may be restricted to resources available in the University.

- mentioned the weightage of the EPEC courses should be introduced to students in a phased manner, with a minimum credits/weightage in the first semester. Hon'ble Vice-Chancellor stated that we should be very careful while deciding the number of credits in each semester, as per level of students, other private universities of the area and as per requirement of the industry.
- stressed on providing transcripts to all RGU students, which is gaining importance during placements & for admissions in international universities. The credits of all the basket courses earned by a student should be clearly reflected in the transcript. Prof. (Dr.) S P Singh suggested that transcripts should be in accordance with transcripts issued by existing Universities of North East.
- impressed upon the prevailing demand for bio-science courses and suggested that RGU should consider introducing the same at the earliest.
- Ar. Anita PY suggested that the courses offered may be audited. Prof. (Dr.) M K Chaudhari mentioned that auditing is a difficult process though possible after few years and may be discussed upon
- Prof. (Dr.) Swabera Islam requested for a session on CBCS system for proper understanding by the members.
- Prof. (Dr.) O.K. Medhi suggested that students counselling is very important and a counsellor is required throughout their association with our University for both academic and personal counselling.
- the council was informed about the process of admission, numbers of admissions in the AY 2017-18, scholarship policy and the number of scholarships offered through a presentation by Mr. A. Mchanty, Head Business Development. The admission process and the scholarship policy had already been ratified by the Board of Management in its first meeting in June 2017, in absence of Academic Council.
- Prof. (Dr.) O.K. Medhi suggested fixing of intake of all the courses under RGU. Hon'ble Vice-Chancellor informed that the intake had already been fixed (and approved by Governing Body) and the admissions were taken accordingly.
- Prof. (Dr.) O.K. Medhi suggested that once University offers any course then it should not discontinue that course for at least 4-5 years, on the basis of no-admission in that course in first few years. He gave this suggestion when the house was informed that we may drop Performing Arts courses from AY 2018-19.

Resolutions: the house unanimously extended gratefulness to Governing Body and Board of Management of the University for taking decisions on syllabi development, launching of schools/courses, eligibility criteria etc., in absence of Academic Council, for launching and smooth functioning of the University.

- 1.2.1. the house resolved that the proposal to introduce CBCS system will further be deliberated upon and put up in next meeting of academic council.
- 1.2.2. The chairperson approved for a full session on CBCS system to be conducted soon at RGU.
- 1.2.3. Recommended launching of atleast a course in Biological Sciences for the upcoming session, to Governing Body/appropriate authorities of the University.
- 1.2.4. The house resolved that the courses once launched will not be dropped for a few years due to no-admission in the initial years. However it may be suspended for some time depending on the market demand.

1.3 Agenda: To inform about -

- the procedure adopted to follow UGC's minimum norms of attendance (75%), from the first academic session of the University
- adoption of UGC draft syllabus as the basis for development of the syllabus for most of the courses
- implementation of Employability & Personality Enhancement Courses (EPEC) (inclusive of environmental science, communicative English, disaster management, foreign languages, physical education etc., as suggested by UGC)
- incorporation of Basket courses/minor tracks for all UG and few PG programmes
- examination committee, examination process, rules and regulations as defined by First Statutes and First Ordinances.

Deliberations:

- The house was informed by Prof. (Dr.) B.Banerjee about the rigorous procedure adopted by RGU to follow UGC's minimum norms of attendance and was appreciated by all present.
- A small presentation was given by Dr. Rahul Nandi, i/c Dy. CoE regarding the interim examination committee (comprising core and advisory committees) formed during August 2017 to frame examination guidelines and procedures. The examination process.

suggested by these committees, was also shared. A small modification was proposed by Hon'ble Vice-Chancellor that in papers where the practicals are a part of the theory. In such cases the practical examination will be a part of the continuous evaluation as one of the options among projects/practicals/portfolios. All other points including examination dates, setting & moderation of question papers, practical examination dates, evaluation of answer scripts, printing of answer scripts and question papers, appointing of i/c Dy. CoE.

- An examination committee as per the Part IV of the First Ordinance was also proposed for approval.
- Prof.(Dr.) M K Chaudhari -
 - suggested introduction of biometric attendance for students & faculty members and online students feedback system. He was then informed by senior members present that the online student feedback system and biometrics for faculty & staff members is in place since last few years under Royal Group of Institutions. Hon'ble Vice-Chancellor informed the house about RFID cards, turnstile gates and the implementation of Student Management System which covers Attendance, Complain, Feedback, lesson plans, study materials and results etc.
 - recommended that there should not be any external question paper setters. However, external examiners may be invited for Final Viva, Practical and Portfolios. To this, Hon'ble Vice-Chancellor clarified that the external examination paper setter was added on the basis of the norms required for NAAC accreditation.
 - opined that the entire examination process of RGU may be reviewed before the next semester. He also mentioned that in the result section, grades be incorporated in place of Division/Classes. To this, Prof. (Dr.) U.R.Dhar stressed on keeping the division/class as some employers still emphasize on this.

Resolution:

- 1.3.1. the proposed examination committee was accorded approval by the House.
- 1.3.2. The Registrar be and is authorized to send letters of nomination to the members of the examination committee.
- 1.3.3. The examination guidelines and procedure, as decided by the interim examination committee in absence of formal examination committee was concurred by the Academic Council.

- 1.3.4. Current semester exams to be conducted as per the examination rules approved by the house. However for upcoming semesters, examination system may be reviewed.

1.4 Agenda: To discuss about -

- approval of academic calendar for current semester, drafted by a committee, headed by Registrar, RGU and authorizing the existing committee & the Vice-Chancellor to draft the academic calendar for subsequent semesters.
- establishing various centres for promotion of research, innovation etc. and appointment of many senior educationists to mentor these centres
- setting up of IQAC for academic quality enhancement of the University.
- steps taken for tie-ups with Universities/academic institutions within India & abroad.

Deliberations:

- Ms. Angira Mimani informed about the committee which drafted the academic calendar for current & next semester, keeping in view UGC's norms for minimum 90 working days in a semester. Ex-post facto approval was sought for the current academic calendar for calendar year 2017 and approval was requested for the academic calendar of the next calendar year (2018).
- A presentation was given by Ms. Monali S Dey, Asstt. Manager, RCCR on the proposed centres to be initiated under RGU.
- Prof.(Dr.) M K Chaudhari opined that the number of Centres proposed should be limited in number for more efficient functioning. The present list of centres may be reviewed by Hon'ble Vice-Chancellor and other senior members. Prof. (Dr.) O.K. Medhi also suggested change in nomenclature of the 'Centre'.
- The house discussed about the necessity of IQAC is for any University and to be formed immediately as per the norms of IQAC laid down by UGC.
- The house was informed about the steps taken for various tie-ups with institutions and organizations by Prof. (Dr.) Arnab Sarma, HoD, Civil Engineering, RSET.

Resolution:

- 1.4.1 The Council accorded ex-post facto approval for the academic calendar of the current semester and also accepted the academic calendar for the next semester.
- 1.4.2 The house resolved that the list of revised centres may be circulated to the members of the Council for their approval.

1.5. Agenda: Any other matter with the permission of the Chair -

- 1.5.1. Prof.(Dr.) M K Chaudhari shared few Points as Food For Thought
- Conduct one brainstorming session on Continuous Evaluation.
 - Stressed on the importance of Research activities undertaken by a University.
 - RGU should aim to become the "University with Excellence" right from the beginning
 - The monologue pedagogy is an obsolete concept and the faculty members of RGU should be encouraged to have more interactive session with students.

1.6. Vote of Thanks: The meeting concluded with a vote of thanks to the Chair and the members present by the Registrar, RGU.

Minutes recorded by: Ms. Pahi Bhagawati