

CENTRAL UNIVERSITY OF SOUTH BIHAR

SH-7, Gaya-Panchanpur Road, Village -Karhara, Post Fatehpur,
PS- Tekari, District - Gaya, Bihar - 824236

Minutes of 21st Meeting of the
University Admission, Teaching and Evaluation Committee (UATEC)
Date: 16.01.2020 Time: 02:00 P.M.
Venue: Meeting Room (2nd Floor), Administrative Building

Members Present

1	Prof. H.C.S. Rathore, Vice-Chancellor	Chairperson
2	Prof. Prabhat Kumar Singh, Dean, School of Language & Literature	Member
3	Prof. Kaushal Kishore, Dean & Proctor, School of Education, CUSB	Member
4	Prof. Tej Bahadur Singh, Dean (I/c), School of Human Sciences, CUSB	Member
5	Prof. Ram Kumar, Dean (I/c), School of Earth, Biological & Envi. Sci., CUSB	Member
6	Prof. Pawan Kumar Mishra, Dean (I/c), School of Law & Governance, CUSB	Member
7	Prof. H. K. Nigam, Dean (I/c) & Associate Professor, SMSCS, CUSB	Member
8	Prof. Atish Parashar, Dean (I/c) and Dean of Students Welfare, CUSB	Member
9	Prof. Vinod Kumar, Head, Department of Chemistry, CUSB	Member
10	Dr. Asheesh Shanker, Associate Professor, Department of Bioinformatics, CUSB	Member
11	Dr. Prabhat Ranjan, Head (I/c) & Assistant Professor, Deptt. of Computer Sci., CUSB	Member
12	Dr. Amrita Srivastava, Assistant Professor, Department of Life Science, CUSB	Member
13	Mrs. Rashmi Tripathi, Controller of Examinations	Member Secretary
14	Prof. R S Rathore, Head, Department of Bioinformatics, CUSB	Special Invitee
15	Prof. Suresh Chandra, Head, Department of Hindi, CUSB	Special Invitee
16	Prof. Krishnan Chalil; Head, Department of Development Studies, CUSB	Special Invitee
17	Prof. Rizwanul Haque, Head, Department of Biotechnology, CUSB	Special Invitee
18	Prof. Venkatesh Singh, Head, Department of Physics, CUSB	Special Invitee
19	Prof. Brajesh Kumar, Head, Department of Commerce and Business Studies, CUSB	Special Invitee
20	Dr. Alok Kumar Gupta, Head, Department of Political Studies, CUSB	Special Invitee
21	Dr. Dharmendra Kumar Singh, Head, Department of Psychological Sciences, CUSB	Special Invitee
22	Dr. Sunit Kumar, Head, Department of Statistics, CUSB	Special Invitee
23	Dr. Rathi Kanta Kumbhar, Associate Professor & Representative, Department of Economic Studies & Policy, CUSB	Special Invitee
24	Dr. Gautam Kumar, Head (I/c), Department of Life Science, CUSB	Special Invitee
25	Dr. Jitendra Ram, Assistant Professor & Representative, Department of Sociology, CUSB	Special Invitee
26	Dr. Sudhanshu Kumar Jha, Head (I/c), Department of Historical Stu & Arc, CUSB	Special Invitee
Members could not attend on account of Pre-occupation:		
1	Prof. Sankar Kumar Bhaumik, Dean, School of Social Sciences & Policy, CUSB	Chairperson
2	Dr. N. L. Devi, Assistant Professor, Department of Environmental Science, International Students' Advisor, CUSB	Member

A meeting of the UATEC was convened on 16.01.2020 at 2:00 PM to discuss the observations received from faculty members regarding the existing Academic Ordinances being implemented in Undergraduates and Post Graduate programmes. All the HoDs who are not the member of UATEC were also invited to attend the meeting as special invitees. The meeting was presided by the Hon'ble Vice-Chancellor.

At the outset the Vice - Chancellor welcomed all the members and Head of the Departments who were attending the meeting. The agenda of the meeting was briefed by the Controller of Examination in the light of observation / suggestions received regarding the existing Academic Ordinances made by the faculty members.

Agenda No.01/UATEC-21/20

To confirm the Minutes of 20th Meeting of the UATEC held on 10.07.2019.

Resolution No. 01/UATEC-21/20

As no observations were received on the Minutes of 20th Meeting of the UATEC held on 10.07.2019, the UATEC resolved to confirm the Minutes of the 20th UATEC meeting.

Agenda No.02/UATEC-21/20

To consider the following suggestions received from Faculty members in response to our notice no. COE/GEN/2020 dated 09.1.2020 inviting observations /modifications/suggestions in the CBCS Ordinance.

<p>Agenda No.02 (1)/UATEC-21/20 Reduction in the number of total credits earned by the students: - In view of heavy contact hour load, learning has become mechanical so suggestions have been received to reduce it to 64/70/72/74/80 credits.</p>	<p>Resolution No. 02(2)/UATEC-21/20 The members discussed at length regarding the load of credit (ranging from 96-104) prescribed in the existing academic ordinance of post graduate programmes. After detailed deliberation it was agreed upon that instead of reducing the number of credits, the load of each course content should be reviewed & revised. All the Head of the Departments were requested to convene the meeting of respective Departmental Committee for this purpose and send their recommendations to the office of CoE for placing the same to Academic Council.</p> <p>A committee Comprising of - 1 Prof. Kaushal Kishore - Chairman 2 Prof. S.K. Bhaumik - Member 3 Prof. Pradhan Parth Sarthi - Member</p> <p>has been constituted for including the extra-curriculum activities like NCC, NSS, etc as credits in the programme.</p>
<p>Agenda No.02 (2)/UATEC-21/20 Courses should not be compulsorily of 4 credits: - Depending on the course flexibility be given to allow framing of 2/3/4 credits course.</p>	<p>Resolution No. 02(2)/UATEC-21/20 The UATEC resolved to include the courses comprising of 2/3/4 credits as per the course requirement.</p>
<p>Agenda No.02 (3)/UATEC-21/20 Removal of the limitation of compulsorily opting two elective courses (8 credits) from other than parent department:- Flexibility should be given to the students to opt the course as per their wish from within/outside the department especially in view of the practical problem being faced by the students of Hindi Department.</p>	<p>Resolution No. 02(3)/UATEC-21/20 The UATEC resolved to allow the students of MA Hindi Programme to opt for elective courses from SWAYAM portal in place of courses offered by other Departments.</p>
<p>Agenda No.02 (4)/UATEC-21/20 Decrease the fees of students appearing in backlog examination i.e. from Rs.3000 / Rs.2000 to Rs. 1000 for all.</p>	<p>Resolution No. 02(4)/UATEC-21/20 It was decided to continue with the existing fee structure for backlog examination.</p>

<p>Agenda No.02 (5)/UATEC-21/20 Option to choose elective for the next semester be given to the students in the current semester.</p>	<p>Resolution No. 02(5)/UATEC-21/20 The committee discussed the matter and it was agreed upon that in accordance with Clause 12 of existing Academic Ordinance every student mentor shall advice the student in choosing courses and render all possible support and guidance to her/him. Opening of option to choose electives prior to commencement of next semester was not agreed to.</p>
<p>Agenda No.02 (6)/UATEC-21/20 Minimum and Maximum numbers of students should be restricted for conducting class of an elective course :- Suggestions have been received that minimum 5 and maximum 50 be allowed for teaching the elective as large number of students in a particular course causes infrastructural constraints. This space crunch disallows to open courses for students of other schools.</p>	<p>Resolution No. 02(6)/UATEC-21/20 The CoE apprised the members of the UATEC about the variation of number of students in particular courses and requested to make a policy to restrict the maximum number of students in view of the infrastructural constraints. It was also requested to re-look the viability of the courses having very less number of students. After detailed deliberation it was concurred that few courses are opted by large number of students due to its utility in preparation of NET examination or for other reasons. It was agreed upon that more such types of courses should be introduced. For those courses which are having continuously less number of registered students, it was decided to compile the list of such courses to be placed before the chair Academic Council. The minimum and maximum numbers of students was left to the discretion of the respective faculty.</p>
<p>Agenda No.02 (7)/UATEC-21/20 (a) Fixing / non-fixing Time slot for elective courses. (b) Making of a Centralized time table) Time Table for elective courses in a particular semester to be decided at School level meeting with Dean.) Centralized preparation of end semester examination time table and conductance of examination of elective papers should be finalised in the beginning. (e) Core courses should be restricted to the department and not be offered as an elective as it create difficulties in examination time table. (f) The Science Departments should offer some paper in interdisciplinary nature to encourage students of non-science stream to opt for it as there is over enrolment in certain papers. (g) Students are opting for electives similar in nature to what they have studied just to comply with the credit norms without consulting the mentor /teacher.</p>	<p>Resolution No. 02(7)/UATEC-21/20 (a) to (d) It was agreed upon that while finalizing the Time Table for conduct of classes and examination of elective courses offered by different Departments, the time table of other Department may be taken into consideration. (e) It was decided to continue with the existing provisions of the Ordinance regarding opting of courses. (f) The proposal was noted for implementation by the Head of Science Departments. (g)It was decided that in pursuance of Clause 12 of the Ordinance all the admitted students should be allotted their mentors who shall guide the students in selection of courses. All the Head of the Departments are requested to ensure the same for their respective Department.</p>
<p>Agenda No.02 (8)/UATEC-21/20 Registration process:- (a) Simplify the registration process (b) Period of student's registration and commencement of classes should be separate.</p>	<p>Resolution No. 02(8)/UATEC-21/20 (a) The University is working to simplify the existing ERP for Registration. (b) In order to maintain minimum number of classes required in a semester it was decided to continue with the existing practice.</p>

<p>Agenda No.02 (9)/UATEC-21/20 Attendance criteria:-</p> <p>(a) Suggestion have been received that paper wise 75% be treated as compulsory attendance (65% compulsory and 10% on medical relaxation).</p> <p>(b) If backlog student has done 60% classes, he may be allowed to appear for the examination without attending classes.</p> <p>(c) Calculation of attendance in all semesters be uniform, either from the date of commencement of the classes or from the date of registration of the students.</p> <p>(d) Issues of attendance waiver, in case of serious medical issues like operation/ accident/ hospitalization/bed rest.</p>	<p>Resolution No. 02(9)/UATEC-21/20 (a) to (d)</p> <p>Hon'ble Vice-Chancellor emphasised that the attendance, class room teaching and assessment / evaluation of students are the basics requirements to maintain the quality of educational institutions hence in any case attendance criteria should not be diluted.</p>
<p>Agenda No.02 (10)/UATEC-21/20 Minimum passing marks should be revised at 40 mark instead of 45 mark.</p>	<p>Resolution No. 02(10)/UATEC-21/20 It was agreed upon to continue with existing provision of grading system of the ordinance.</p>
<p>Agenda No.02 (11)/UATEC-21/20 SWAYAM courses :-</p> <p>(a) Option to enroll in courses from SWAYAM should be opened for all semesters during the course of the programme of the students and not limited to specific semester.</p> <p>(b) Students can enroll for either 2/3/4 credit courses from SWAYAM.</p> <p>(c) Students should opt for SWAYAM course in consultation with the Mentor /HoD provided the content and credits related equivalent is verified by them and the result of the course is declared prior to date of submission of the result by the department.</p> <p>(d) The Courses opted on SWAYM are generally found to be either similar to what they have studied or non-additive in their knowledge.</p> <p>(e) Grading issue of SWAYAM courses:- To decide either the marks and grading system of SWAYAM be followed or the marks of SWAYAM be fixed in our grading system.</p>	<p>Resolution No. 02(11)/UATEC-21/20 (a) to (e)</p> <p>It was resolved that the students can opt courses from SWAYAM platform of different credit which shall be taken into account in consonance with the grading system defined in CUSB Ordinance.</p> <p>All the Head of the Department were again requested to allot a mentor to each students for assisting them to opt SWAYAM courses.</p> <p>It was apprised that a notice has been circulated by the SWAYAM coordinator to all Head of the Departments to appoint a SWAYAM coordinator for each Department who shall monitor the progress of the SWAYAM courses opted by the students, assigning the course code, number of credits, type of course (Core / Elective / Skill) and Grade obtained.</p> <p>Each department should identify the elective Courses on SWAYAM portal to be opted by its students.</p> <p>Some students of the University have submitted certificates of SWAYAM courses completed by them for inclusion in Semester Grade Report.</p> <p>It was decided to constitute a Committee for assigning the course code, number of credits, type of course (Core / Elective / Skill) and Grade obtained by them in consonance with the grading system defined in CUSB Ordinance :</p> <p>1 Prof. Kaushal Kishore - Chairman 2 Prof. S.K. Bhaumik - Member 3 Prof. Pradhan Parth Sarthi - Member</p>

<p>Agenda No.02 (12)/UATEC-21/20 Dropping/Withdrawing from Elective courses:- It has been observed that if students fail / is not allowed to appear in examination of elective courses due to shortage of attendance, s/he submits his/her application from withdrawal of such courses. The permission for withdrawal will have overall impact on his/her result vis-a-vis promotion to the next semester.</p>	<p>Resolution No. 02(12)/UATEC-21/20 It was agreed upon that in accordance with clause 13.3 of the ordinance a student shall be required to submit the application for withdrawal of any registered course within a week of last date of semester registration. Once he/she appears in the examinations or dropout of his her registered courses, same shall be reflected in his / her semester grade report / result. However, if s/he fulfils the total credits requirement, the grade of this paper will not be considered for calculating the CGPA.</p>
<p>Agenda No.02 (13)/UATEC-21/20 The capping of 20 credits per semester not to be made mandatory:- Only core course be made mandatory per semester and the period to earn the number of credits from elective should be flexible.</p>	<p>Resolution No. 02(13)/UATEC-21/20 The UATEC considered the proposal and resolved to relax the restriction of minimum number of 20 credits in a semester. However core courses shall be mandatory as usual.</p>
<p>Agenda No.02 (14)/UATEC-21/20 Showing of student's course feedback to faculty.</p>	<p>Resolution No. 02(14)/UATEC-21/20 The Hon'ble Vice-Chancellor asked the Head of the Departments to ensure that every student of their respective Department must take part in the course / course instructor evaluation and Controller of Examinations shall be required to submit compiled evaluation report to IQAC invariably.</p>
<p>Agenda No.02 (15)/UATEC-21/20 Schedule of question paper moderation:- Suggestion have been received to conduct the moderation before 15 days/ 1 month before the examination including conductance of QP moderation in the department itself.</p>	<p>Resolution No. 02(15)/UATEC-21/20 It was agreed upon to fix the dates of moderation in consultation with the Department keeping in view the schedule of End Semester Examination.</p>
<p>Agenda No.02 (16)/UATEC-21/20 Pattern of Question Paper of End Semester Examination:- (a) In section- B and C, more choice option should be given. (b) Change the examination pattern of practical based courses (c) section-A should not compulsorily have the 15 x 2 format but it should be 10 x 1 or any other pattern depending on the nature of the papers. It should also include MCQ, True & False / Fill in the Blanks. Suggestions also have been received to have 20 Question of 1 mark and 05 very short Questions of 2 marks. (d) As suggested by a faculty of the Life Science Department - <i>"As in LTP courses of 3:0:1, we do not conduct 70 marks exam, rather split it into 50 for theory and 20 for practical. The maximum marks of theory have decreased from 70 to 50, time allowed 3 hrs should also be decreased accordingly. Practicals are conducted as internal assessment before end semester exam begins. The Scheme should be reflected on the erp portal for marks upload. Similarly, for dissertation course (0:0:4, LTP) in third semester, or the dissertation course of 4th Sem (0:0:18). Being on practical course, the marking scheme is different from the theory courses."</i></p>	<p>Resolution No. 02(16)/UATEC-21/20 (a)to (d) It was agreed upon to continue with the existing pattern of examinations. It is the duty of moderation committee to ensure the pattern is strictly followed.</p>

<p>Agenda No.02 (17)/UATEC-21/20 Promotion Criteria: -</p> <p>(a) Suggestions have been received to either increase the number of backlog papers or allow the students for the backlog examination within one month.</p> <p>(b) To consider promoting students with attendance shortage /failed in more than three papers / debarred due to disciplinary action / under UFM cases.</p> <p>(c) To consider the request of the students debarred due to ragging who have filed a case in the High Court of Patna against the University</p>	<p>Resolution No. 02(17)/UATEC-21/20</p> <p>(a) to (c) The existing promotion rules was discussed at length. After detailed deliberation the UATEC resolved to amend the clauses related to the promotion in next semester in Academic Ordinance and to waive off the restriction of having maximum three courses with less than P grade for promotion to next semester.</p> <p>The UATEC further resolved to allow the students to clear their backlog in the maximum period stipulated in the Ordinance for completion of the Programme.</p> <p>It was decided to implement the above decision with immediate effect to CBCS students and to issue notice to the students for semester registration accordingly.</p> <p>It was further decided to constitute a Committee comprising all Heads of the Departments to review all the clauses of ordinance related to promotion in next semester and for amendment of the ordinance accordingly. The Committee shall be required to submit the amended ordinance at the earliest so that same may be placed before the Academic Council for ratification. The committee will be chaired by the Chairman UATEC.</p> <p>It was also decided to constitute a committee comprising following members to review the UFM Regulations in line with the revised promotion rule and submit the amendments -</p> <ol style="list-style-type: none"> 1. Prof. S.P. Srivastava - Chairman 2. Dr. Pranav Kumar - Member
<p>Agenda No.02 (18)/UATEC-21/20 To consider the declaration of Zero Semester on the ground of joining service or reasons other than health or grant of scholarship.</p>	<p>Resolution No. 02(17)/UATEC-21/20 It was decided to continue with provision of zero semester stated in clause no 11 of the Ordinance.</p>

Agenda No.03/UATEC-21/20

To consider issuance of certificate to students of the M.A. Communication and Media Studies programme as equivalent to M.A. Journalism and Mass Communication and it is also valid for allied subjects including Public Relations.

Resolution No. 03/UATEC-21/20

The Controller of Examinations was asked to resolve the matter in consultation with the Departmental Committee of Department of Mass Communication.

Agenda No.04/UATEC-21/20

To consider approving the proforma of semester grade report and cumulative grade report.

Resolution No. 04/UATEC-21/20

The Head of the Departments were asked to send their observations within next 2-3 days to Controller of Examinations before finalization of the formats.

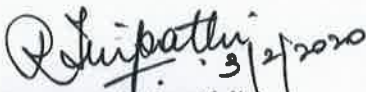
Agenda No.05/UATEC-21/20

To consider the report of committee constituted to review the Ph.D Ordinance regarding grading system of Ph.D programmes and amendment in the Ordinance accordingly.

Resolution No. 05/UATEC-21/20

The UATEC resolved to approve the report submitted by the Committee constituted to review the Ph.D. Ordinance regarding the case of 05 Ph.D. Students of Department of Bioinformatics. The UATEC further asked the Committee to accomplish the assignment to review the Ph.D. Ordinance and also evolve grading system for Ph.D. Programmes separately.

The meeting ended with vote of thanks to the Chair.


(Rashmi Tripathi)
Member Secretary / CoE


(Prof. H C S Rathore)
Vice-Chancellor

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