10, INSTITUTIONAL AREA, VASANT KUNJ, NEW DELHI

45th MEETING OF THE ACADEMIC COUNCIL

MINUTES OF THE FORTY FIFTH MEETING OF THE ACADEMIC COUNCIL HELD ON 8 APRIL, 2019 AT 11.00 A.M.

PRESENT

The following members of the Academic Council attended the meeting:

Members		**Invitees**
Prof Leena Srivastava	Chairperson	Dr Sapan Thapar
Prof Arun Kansal		Dr Saravanan A
Dr Prateek Sharma		
Prof TC Kandpal		
Dr J K Garg		
Prof Rakesh Mehrotra		
Prof Manipadma Datta		
Dr Ramakrishna Sitaraman		
Prof Anandita Singh		
Dr Sapna A Narula		
Dr Shaleen Singhal		
Dr Smriti Das		
Dr Vinay Shankar P Sinha		
Dr Akash Sondhi		
Dr Sukanya Das		
Dr Nithiyanandam Yogeswaran		
Capt. Pradeep Kumar Padhy (Retd.)	Secretary	

Prof Vivek Suneja, Dr Malathi Lakshmikumaran, Dr Anubha Kaushik, Dr Atul Kumar, Dr Vishnu Konoorayar, Dr Chaithanya Madhurantakam and Dr Sudipta Chatterjee could not attend the meeting.

The Vice Chancellor welcomed all the members of the Academic Council and the invitees and requested the Registrar to start the proceedings.

Item No. 1. **To confirm the minutes of the forty fourth meeting of the Academic Council held on 13 November 2018.** The Registrar informed that the minutes of the 44th meeting of the Academic Council, held on 13 November 2018, were circulated to the members and no comments have been received so far.

TS/AC/45.1.1 The Council resolved that the minutes of the meeting of the 44th Academic Council held on 13 November 2018 be confirmed.

Item No.2 **To approve structure of the following programmes offered by Centre for Distance Education.** The Coordinator, Distance Education Programme, explained the rationale for revision in the course structure of APGDRE (for some of the modules) as well as the modification in the credit allocation. He informed the Council members that the course structure of APGDRE Programme has been developed based on the MTech (REEM) programme. He added that due to the peculiar student profile (non-technical background, mid-career professionals), greater emphasis has been laid on the fundamentals. He further commented that flexibility has been introduced in terms of choice of the certificates in line with the academic/ career objectives of the students. The Coordinator apprised the Council on the need to revise the evaluation criteria as recommended under the recent guidelines issued by UGC. There were comments related to the logical flow, programme structure, skewed distribution of credits allocated to different courses. Thus, it was suggested that internal deliberations and discussions be held, and entire matter be presented again in the next AC.

TS/AC/45.2.1 The Council resolved that the outline of the programmes be revised as per the suggestions of the Council members and be presented in the next meeting of the AC.

Item No.3: **To consider and approve revision in the evaluation system used in the distance education programmes offered by Centre for Distance Education**. Dr Sapan Thapar presented that the existing system of evaluation of distance education programmes include assignments (weightage - 60%) and end semester examinations (weightage- 40%). UGC, as per a recent notification, has stipulated that weightage for term-end exams should not be less than 70%. Refer Clause-13 of the UGC (Open and Distance Learning) Regulations, 2017. He proposed that the evaluation system be amend as per UGC norms: -

TS/AC/45.3.1 The Council resolved to approve the following amendments for evaluation in Distance Education Programmes wef July/August 2019 admissions:-

   a) Weightage for end semester examination - 70%

   b) Weightage for assignments - 30%.

Item No.4: **To consider and approve guidelines for appointment of Visiting Professors/Fellows/Scholar.** The Registrar placed the draft guidelines for appointment of Visiting Professors/Fellows/ Scholar for the approval of the Council. The members gave their suggestions on the draft policy. Vice Chancellor after hearing the members said at point No.3 renewal clause can be added after two years

under specified conditions. It was suggested by Prof Kandpal and endorsed by members that the need to have a Visiting Professor should come from the concerned department after due deliberations with clearly defined roles and responsibilities, for which a standing committee may be formed in which members from other departments may also be co-opted, if required. The selection committee should comprise of internal members and external subject expert(s). It was suggested that in Point No.7 it may be spelt out as "and/or expected to contribute to academic activities of the University". Vice Chancellor informed that necessary corrections will be carried out in the policy.

TS/AC/45.4.1 The Council resolved to approve the policy on appointment of visiting professor/scholars/fellows placed at annexure 1 as amended.

Item No.5: **To consider and approve guidelines for appointment of Adjunct Faculty**. The Registrar presented the guidelines for appointment of Adjunct Faculty for the approval of the Council. Prof. Kandpal suggested that in the committee for the selection of Adjunct Faculty Registrar should not be a part of it. He also stated that in the duties gender may be spelt out as He/She. Also counselling of students should not be a primary point unless we are highly particular for counselling purpose. Prof. Rakesh Mehrotra opined that period of employment may not be restricted to two years since somebody would like to continue in academic field. Vice Chancellor informed that wording will be changed to make it renewable under specified conditions.

TS/AC/45.5.1 The Council resolved to approve the policy on appointment of adjunct faculty placed at annexure 2 as amended.

Item No.6: **To amend the procedure for student appeal of final course and project grade.** The Registrar presented the amendments to the existing rules in 'TERISAS policy and procedure for student appeal of final course and project grade' under 'appeal to Dean' section. The council discussed the matter.

TS/AC/45.6.1 The Council resolved to approve the following amendments to the rules: -

The Dean will review the matter by holding meetings within the student and concerned faculty member individually and will Communicate the decision to the student within 5 working days (instead of 3 working days).

OR

Refer the matter to the MPEC for a review, and thereafter take a decision based on recommendation within a period of 10 working days (instead of 3 working days).

Item No.7: **To consider and approve registration rules for LLM programme.** Dr Saravanan presented to the Council that the existing Rules for Registration of TERI SAS for all four semester programmes needs to be modified for the LLM programme as the Programme is of two semester duration. The Council discussed the matter.

TS/AC/45.7.1 The Council resolved to approve the following registration rules for LLM Programme: -

(a) The SGPA at the end of the first Semester should be no less than 5.5 for the continuation of registration for the next semester

(b) Students are required to acquire a CGPA no less than 6.0 in a Programme to qualify for the award of the degree. In case CGPA is less than 6.0 at the end of meeting the ordinary credit requirements of given Programme, the student shall take additional courses /undertake an additional project, until the CGPA requirement is met.

Item No.8: **To consider and approve the span period within which students may be allowed to qualify for a degree.** The Registrar presented that the UGC suggested guidelines for the span of a programme be adopted. He stated that a student who for whatever reasons is not able to complete the programme within the normal period or the minimum duration prescribed for the programme, may be allowed two years period beyond the normal period to clear the backlog to be qualified for the degree. The council discussed that matter.

TS/AC/45.8.1 The Council resolved to approve the following span period for all programmes other than PhD:-

(a) Time Span = N+2 years for the completion of programme; Where N stands for the normal or minimum duration prescribed for completion of the programme

(b) In exceptional circumstance a further extension of one more year may be granted by the Academic Council. The Academic Council shall spell out clearly the exceptional circumstances under which extension has been granted.

(c) During the extended period the student shall not be eligible for ranking.

Item No.9: **To ratify a resolution approved by circulation: -**The UNESCO Chair on Climate Science and Policy has been established at TERI SAS since 2012. Prof V Ramanathan was the first occupant of the UNESCO Chair and later Mr Raj Chengappa was appointed to the Chair wef 22nd July 2016. Since the chair had fallen vacant, Mr. Surya P Sethi, former Principal Advisor (Energy), Govt.of India and an accomplished professional recognized for intellectual leadership in the understanding of global energy and part of India's negotiating team on climate discussions was invited by the Chairperson, Academic Council to occupy this Chair and he consented to the invitation. Concurrence of the Council for the appointment was taken on 08 Feb 2019 through a circular resolution.

TS/AC/45.9.1 The Council confirmed the resolution.

Item No.10: **To consider and approve a policy on prevention of plagiarism in TERI SAS.** Dr Ramakrishnan Sitaraman presented a policy on prevention of plagiarism in TERI

SAS for the approval of the Council members. Prof Manipadma Datta said that in social science area ideas are totally different. It is visited and revisited. Ideas may be excluded from mentioning. Prof. Kandpal opined that the institution should follow the UGC stipulated norms. After listening to the members the Chair stated from policy perspective what UGC has prescribed will be followed. She requested Dr. Ramakrishnan to hold internal consultation on additional issues flagged by him.

TS/AC/45.10.1 The Council resolved to approve the following: -
- (a) The policy on prevention of plagiarism be confined to UGC mandate.
- (b) Wider consultation on issues other than UGC stipulations be held to address implementation issues before being discussed in Academic Council.

Item No.11: Extension of maximum period for submission of thesis. The Registrar informed the Council that a doctoral candidate is expected to submit his/her thesis within five years from the date of registration. This period may be extended by Academic Council as a special case to a maximum of seven years. Ms. Sneha Singh (1036RBB) completed her five years and was given an extension of one year in the 42 Academic Council and six months in the 44 Academic Council (until 28 March 2019) and Mr. Debajit Palit (1127RPB) completed his five years on 5 January 2019. On the recommendation of their respective DRCs, approval is being sought to allow a final extension of another six months (on medical grounds) for the submission of the thesis to Ms. Sneha Singh and Mr. Debajit Palit.

TS/AC/45.11.1 The Council resolved that six months extension be accorded to Ms.Sneha Singh (1036RBB) and Mr. Debajit Palit (1127RPB).

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

 Sd/
Capt Pradeep Kumar Padhy (retd.)
Registrar

Enclosures: -

Annexure 1
Annexure 2

Distribution: -
Electronic Copy:
1. Vice Chancellor, TERI School of Advanced Studies
2. All members of Academic Council
3. Website

Printed Copy:
Registrar Office

POLICY ON APPOINTMENT OF
VISITING PROFESSORS/ FELLOWS/ SCHOLAR

1. A prominent academician/scholar as under can be appointed as a visiting professor/scholar/fellow

    (a) Academicians who have held positions as faculty in the positions of professor can be considered for the post of visiting professor.

    (b) Others not holding academic positions but having excelled in the field of research and scholarly works can be considered for the posts of visiting fellow or scholar.

    (c) The Selection Committee based on the merit of the case, shall suggest a suitable designation (Visiting Professor/Fellow/Scholar).

2. A Committee comprising of the following shall select the names for the above positions:

    (a) Vice Chancellor.

    (b) Deans

    (c) One Professor

    (d) Head of the Department

    (e) One External member (Nominated by VC).

3. A visiting professor/fellow/scholar can be initially appointed for minimum 2 years duration and which can be further renewed, subject to performance.

4. TERI SAS will pay a compensation/honorarium based on mutually agreed terms and conditions.

5. The maximum tenure of appointment of Visiting Professor/Fellow/Scholar will be for a period of two years. The University may pay a compensation/honorarium based on mutually agreed terms and conditions.

6. The Visiting Professor/Fellow/ Scholar shall be initially appointed till the age of 70 yrs. However, the University may extend the age beyond 70 years on merit of each case and report the same to the Board of Management.

7. Visiting professor/Fellow/Scholar will be expected to teach and contribute to the academic and research activities of the University.

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POLICY ON APPOINTMENT OF ADJUNCT FACULTY

1.   Experts in various field who are not eligible as per UGC norms can be brought into the teaching system to improve the quality of teaching at TERISAS. This is to ensure that the specific excellence of these persons can strengthen the teaching learning system

2.   The Adjunct faculties shall be selected by a committee comprising of the following: -

   i)   Vice Chancellor or his/her nominee (Chair).

   ii) Deans

   iii) Head of the Department

   iv) One External member (Nominated by VC).

3.   An adjunct faculty can be appointed initially for a period of 06 months to 02 years, which can be further renewed subject to performance.

4.   All the proposals for appointment of Adjunct faculty shall be first discussed at the department level and recommendations shall be forwarded by the Head of Department to Registrar's Office for initiating the selection process

5.   An individual with good experience in an area with or without UGC eligibility conditions can be considered for the adjunct faculty position. It needs to be seen that candidates selected from industry and research organizations add significant value to the teaching and research process in the University.

6.   Adjunct faculty may be considered for all academic and administrative duties as being carried out by the regular faculty.

7.   It should be ensured that the strength of both Adjunct and guest faculty does not exceed 25 % the full-time faculty borne in the University

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