



ANNEXURE - I

S.V. NATIONAL INSTITUTE OF TECHNOLOGY SURAT-395007.

No.: Dean(Acad)/ 01 /2020-21

Date: 18/04/2020

Minutes of Meeting for Rescheduling of Academic Activities held on April 16, 2020

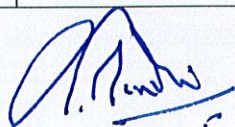
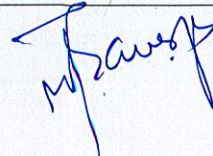
On account of COVID-19 Pandemic and new guidelines from Home Secretary related to extension of lockdown till 3rd May 2020, a meeting of Deans and Head of Departments was conducted on April 16, 2020 under the chairmanship of Director of the Institute to discuss the issues related to rescheduling of academic activities of even semester.

Following members were present at the meeting:

Sr. No.	Name	Designation
1	Dr. S. R. Gandhi	Director (Chair)
2	Dr. P L Patel	Deputy Director
3	Dr. Jyotirmay Banerjee	Dean (Academic)
4	Dr. G. J Joshi	Dean (P&D)
4	Dr. V. H. Pradhan	Dean (Student Welfare)
5	Dr. Pramod Mathur	Registrar
6	Dr. K D Yadav	Ptof-Incharge (Administration)
7	Dr. Shailendra Kumar	Head, MED
8	Dr. Pranav Darji	I/C Head, EED
9	Dr. A K Jana	I/C Head, CHED
10	Dr. Bhavesh Gohil	I/C Head, COED
11	Dr. M. A. Mansoor	Head, CED
12	Dr. Suresh Kumar	I/C Head, ACD
13	Dr. Abhilash Mondloy	I/c. Head, ECED
15	Dr. Sushil Kumar	Head, AMHD
15.	Dr. Sanjay Shah	Chief Medical Officer

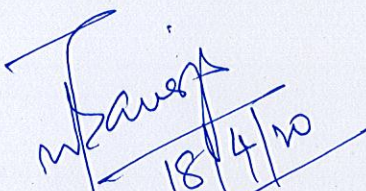
The following resolutions were adopted in the meeting:


Item: 1	To discuss the possibilities and scope of rescheduling of Academic activities in view of extension of lockdown till 3 rd May 2020.
Res. 1	<p>Since the lockdown is extended to 3rd May 2020 and there is limited possibility of class room interaction with students on or before 1st week of June 2020, the house recommended that the faculty members continue with their online classes and try to complete the remaining portion of the syllabus by June 05, 2020. In view of maintaining social distancing, it is proposed that the class room interaction with students to complete the requirements of end semester may be facilitated in two stages.</p> <p>In stage-I, the final year of B. Tech., final year of M. Sc (Integrated) Students and first year M. Tech students will be advised to report to the institution before 8th June (between 1st-7th June) 2020. The faculty interaction, practical examination, Quizzes and project examination for these students will be conducted during 8th June to 20th June 2020. The end semester examination for this batch of students will be scheduled during 22nd to 27th June 2020 and the results of final year students will be displayed by 4th July 2020.</p> <p>In stage II, the remaining students will be advised to report to the campus before 6th July (between 1st-5th July) 2020. The faculty interaction, Quizzes and practical examination for these students will be conducted during 6th July to 25th July 2020. The end semester examination for this batch of students will be scheduled to be held during 27th July to 1st Aug 2020 and the next academic semester (odd semester for academic year 2020-21) will begin from 10th Aug. 2020.</p> <p>Supplementary Examination for students in Stage-I (who are advised to report to the institution before 8th June 2020) is proposed to be scheduled during 03rd August 2020 to 08th August 2020.</p> <p>Supplementary Examination for students in Stage-II (who are advised to report to the campus before 6th July 2020) is proposed to be scheduled during 24th August 2020 to 29th August 2020.</p>
Item: 2	To discuss the provision for make-up mid-semester examination
Res. 2	In view of the constraint of time associated with extended lockdown, there may not be any provision for conducting make-up mid semester examination for this semester. For students who were allowed to appear in make-up mid semester examination, it is proposed that the thirty percent weight-age of Mid-semester examination be deduced based in their performance in the End-semester examination
Item: 3	To discuss alternate arrangement for end semester examination for students who do not have internet facility for attending to online lectures.
Res. 3	For students who do not have internet facility for attending to online lectures and

	are not prepared to appear in the end semester examination, it is proposed that they may be allowed to appear in the Supplementary examination. For them, special provision will be made to consider the Supplementary examination as the main end semester examination. They may opt for class room teaching/ guidance from the faculty after their arrival in campus.
Item 4	To discuss the issue of M. Tech. and M.Sc. Dissertation examination
Res. 4	Last date of submission of M. Tech. (Dissertation) is extended to 23 rd July 2020 and the last date of completion of M. Tech. (Dissertation) examination is 10 th Aug 2020. These dates may be adopted for M. Sc. final year dissertation as well.
Item 5	To discuss the issue of Ph D viva-voce examination under present circumstances.
Res. 5	The issue of conducting viva-voce examination was discussed. It is proposed that online viva-voce examination on skype can be permitted with approval of Chairman Senate as a special case under the present circumstances. However the supervisor, the student, the internal examiner and the chairman must be present physically in the seminar or conference Hall for conducting examination and the external examiner may be available on skype. Audio-visual recording of the viva-voce examination has to be submitted to Dean office in a CD.
Item 6	To discuss the issue of using the services of Teaching Assistants in view of their contract tenure ending in June.
Res. 6	It is proposed that Heads of the Department will decide suitable modes of using the services of Teaching Assistants ensuring that their services are within the stipulated time mentioned in their office order.

The resolutions of this meeting will be placed before the Senate or Standing Executive Committee of Senate for approval in due course of time.


Dr. Jyotirmay Banerjee
 Dean(Academics)


Dr. S. R. Gandhi
 Director

Copy to:

- Director, SVNIT Surat: for kind information please.
- I/c Registrar, SVNIT Surat for kind information and necessary action please.
- I/c Dy. Registrar (Academic) for kind information and necessary action please.
- All the Head of Departments through e-mail.