



SARDAR VALLABHBHAI NATIONAL INSTITUTE OF TECHNOLOGY
SURAT

Minutes of the *Forty Seventh (Special) meeting* of the *Senate* of the Sardar Vallabhbhai National Institute of Technology, Surat held *online* on account of COVID - 19 Pandemic using Google link on *Tuesday, the 19th May, 2020 at 11:00 a.m.* onwards.

The following members remained present through Google link in the meeting.

1.	Prof. S. R. Gandhi, Director, SVNIT, Surat	Chairman
2.	Prof. P. L. Patel, Deputy Director, SVNIT, Surat	Member
3.	Prof. Pranab Kumar Mohapatra, Professor, Civil Engineering Department, IIT Gandhinagar	External Member
4.	Prof. Z. V. P. Murthy, Professor, CHED, SVNIT, Surat	Member
5.	Prof. P. A. Parikh, Professor, CHED, SVNIT, Surat	Member
6.	Prof. M. Chakraborty, Professor, CHED, SVNIT, Surat	Member
7.	Prof. M. Mukhopadhyay, Professor, CHED, SVNIT, Surat	Member
8.	Prof. D. C. Jinwala, Professor, COED, SVNIT, Surat	Member
9.	Prof. K. P. Desai, Professor, MED, SVNIT, Surat	Member
10.	Prof. D. V. Bhatt, Professor, MED, SVNIT, Surat	Member
11.	Prof. H. J. Nagarsheth, Professor, MED, SVNIT, Surat	Member
12.	Prof. C. D. Modhera, Professor, CED, SVNIT, Surat	Member
13.	Prof. A. K. Desai, Professor, CED, SVNIT, Surat	Member
14.	Prof. C. H. Solanki, Professor, CED, SVNIT, Surat	Member
15.	Prof. J. N. Patel, Professor, CED, SVNIT, Surat	Member
16.	Prof. J. E. M. Macwan, Professor, CED, SVNIT, Surat	Member
17.	Prof. S. M. Yadav, Professor, CED, SVNIT, Surat	Member
18.	Prof. R. A. Christian, Professor, CED, SVNIT, Surat	Member
19.	Prof. K. A. Chauhan, Professor, CED, SVNIT, Surat	Member
20.	Prof. V. L. Manekar, Professor, CED, SVNIT, Surat	Member
21.	Prof. A. Khambete, Professor, CED, SVNIT, Surat	Member
22.	Prof. Rakesh Kumar, Professor, CED, SVNIT, Surat	Member
23.	Prof. P. G. Agnihotri, Professor, CED, SVNIT, Surat	Member
24.	Prof. S. N. Sharma, Professor, EED, SVNIT, Surat	Member
25.	Prof. Anandita Chowdhury, Professor, EED, SVNIT, Surat	Member
26.	Prof. Smita Jauhari, Professor, ACD, SVNIT, Surat	Member
27.	Prof. Neeru Adlakha, Professor, AMHD, SVNIT, Surat	Member
28.	Prof. K. N. Pathak, Professor, APD, SVNIT, Surat	Member
29.	Prof. Jyotirmay Banerjee, Professor, MED & Dean (Academic) SVNIT, Surat	Member
30.	Prof. V. H. Pradhan, Professor, MED & Dean (Student Welfare), SVNIT, Surat	Member
31.	Prof. R. V. Rao, Professor, MED & Dean (Faculty Welfare), SVNIT, Surat	Member
32.	Prof. G. J. Joshi, Professor, MED & Dean (P&D), SVNIT, Surat	Member
33.	Prof. A. A. Shaikh, Professor, MED & Dean (R&C), SVNIT, Surat	Member

Gnanu
20/5/2020

A. Shaikh

34.	Prof. J. K. Parikh, Prof., ChED & Asso. Dean (R&C) SVNIT, Surat	Member
35.	Prof. Shailendra Kumar, Prof. & Head, MED, SVNIT, Surat	Member
36.	Prof. R. Chudamani, Prof. & Head, EED, SVNIT, Surat	Member
37.	Prof. M. A. Zaveri, Prof. & Head, COED, SVNIT, Surat	Member
38.	Prof. M. Mansoor Ahimmed, Prof. & Head, CED, SVNIT, Surat	Member
39.	Dr. P. V. Timbadiya, Asso. Prof., CED & Dean (A&RG), SVNIT, Surat	Special Invitee
40.	Dr. H. G. Patel, Asso. Prof., EED & Asso. Dean (Student Welfare) SVNIT, Surat	Special Invitee
41.	Dr. Vipul Kheraj, Asso. Prof., APD & Asso. Dean (Faculty Welfare) SVNIT, Surat	Special Invitee
42.	Dr. H R Jariwala, Asso. Prof., EED & Associate Dean (Academic) SVNIT, Surat	Special Invitee
43.	Dr. Anand D. Darji, Asso. Prof. & Head, ECED, SVNIT, Surat	Special Invitee
44.	Dr. B. Z. Dholakiya, Asso. Prof. & Head, ACD, SVNIT, Surat	Special Invitee
45.	Dr. A. K. Rai, Asso. Prof. & Head, APD, SVNIT, Surat	Special Invitee
46.	Dr. Sushil Kumar, Asso. Prof. & Head, AMHD, SVNIT, Surat	Special Invitee
47.	Dr. P. V. Bhale, Asso. Prof. MED & Senate nominee to BoG, SVNIT, Surat	Special Invitee
48.	Dr. K. D. Yadav, Professor Incharge (Administration), SVNIT, surat	Special Invitee
49.	Mr. Shubham Meena, GS, SVNIT Student Council (Partly)	Student Representative
50.	Dr. Pramod Mathur, Registrar, SVNIT, Surat	Secretary

Leave of absence was noted for Prof. H. K. Raval, MED. Mr. Subham Meena, General Secretary of Student Council was present for a brief period in the beginning only to present the views of the students.

At the outset, the Chairman requested the student representative to submit their issues regarding final semester examination. The General Secretary Student Council, Mr. Shubham Meena expressed the concern of students for online conduct of final semester examination, mass cheating, probable failure of internet connectivity, non-availability of study material etc., non-availability of laptop and scientific calculator, and requested for marking the grading for final year students on the basis of Mid-semester examination and Internal Assessment only. He has requested to drop the proposal for conducting End semester examination. It was informed to the members that many representations through email have been received for cancellation of proposed End-semester examination.

Thereafter, the following business were transacted:

Item 47/01: To note and approve recommendations made by the Standing Executive Committee of Senate (SEC) at its 4th Meeting held on March 15, 2020.

Reso 47/01: "Resolved to approve the recommendations made by the Standing Executive Committee of Senate (SEC) at its 4th Meeting held on March 15, 2020."

Pramod
20/5/2020

Item 47/02: To note and approve recommendations made by Standing Executive Committee of Senate (SEC) at its 5th Meeting held on March 24, 2020.

Reso 47/02: "Resolved to note and approve recommendations made by Standing Executive Committee of Senate (SEC) at its 5th Meeting held on March 24, 2020."

Item 47/03: To note and approve recommendations made by Standing Executive Committee of Senate (SEC) at its 6th Meeting held on April 18, 2020.

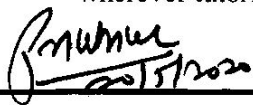
Reso. 47/03: "Resolved to note and approve recommendations made by Standing Executive Committee of Senate (SEC) at its 5th Meeting held on April 18, 2020."

Item 47/04: To finalize the mode of Examination for the End Semester Examination and remaining internal evaluation / Quizes for outgoing students of Final year B.Tech, Final year Integrated M.Sc, Second Year M.Tech and PhD students in view of Global COVID – 19 Pandemic.

Reso. 47/04: The concern raised by the General Secretary, Student Council and the Senate Members for evaluation and grading of final year students, were deliberated in the August House. Also it was reported that the online examinations are being conducted by several leading institutions including NIT Trichy, NIT Calicut, NIT Jaipur and NIT Warangal, etc. Also the duration, and methods for conduct of online examination were discussed in details. Further, considering the present scenario and limitations of COVID-19, it was finally resolved that the End semester examination for final year students should be conducted through online mode as per available resources to all.

The matters regarding mode of Examination for the End Semester Examination and remaining internal evaluation / Quizes for outgoing students of Final year B.Tech, Final year Integrated M.Sc, Second Year M.Tech and PhD students in view of Global COVID – 19 Pandemic, were discussed at length. After thorough discussion the following resolutions were adopted.

1. All the final year students had completed the requirements of Mid semester examination before the lockdown, the remaining assignments, quizzes, tutorial, internal assessments etc. be completed before 8th June 2020 through online mode.
2. **The weightage of marks in theory papers shall be as under:**
The weightage of Mid Semester examination including internal assessment will be of 70 marks. (Mid semester = 50 marks + internal assessment = 20 marks). Thus, in a theory paper of 100 marks, weightage of mid semester + internal assessment will be = 70 marks and end semester = 30 marks. The actual marks secured in Tutorials would be considered as per the prevailing norms in the theory subject wherever tutorial is involved.



In case of students who couldn't appear in the Mid semester examination earlier, and have already been permitted to appear in the make-up examination, their make up tests are to be conducted by respective course teachers through MCQ based examination using Google form. Such students, are required to approach their respective course coordinator/ faculty members for taking their examinations. The respective course coordinator/ faculty concerned, will allow the students for make up test, only after verifying the permission letter from Dean (Academic). The make up tests are to be completed between 08-15 June, 2020.

The criteria for securing 30% marks in a theory paper during End semester examination will be waived off for current semester for Final Year Students only.

3. Practical Examination:

The departments may devise suitable methods for evaluating laboratory courses, if any, for final year students.

The practical examination shall be held through online mode. The respective course coordinator may decide the method for conduction of online practical examination by adopting suitable means and procedure. This may include quizzes, supplying sample data and calculations as assignments through Microsoft Team/Google Class room, online coding etc. The practical examinations may be held during 08-15 June 2020. However, the examination may be held early as per the convenience of students/ faculty members.

4. Project Examination:

The Project Examinations shall also be held through online modes. All the students are advised to submit their project reports to the respective project supervisors through online mode so as to reach on or before 5th June 2020. The project report should be in the range of about 30 - 50 pages. Specifying the page limit is for the convenience of project supervisor/Examiners.

The concerned department will arrange to send the project reports to respective examiners for evaluation on or before 10th June 2020 through online mode only. The examination for Project may be held during 15-20 June 2020 through online modes using appropriate available platform/ suitable electronic mode for examination (Microsoft Teams, Google meet etc). The respective Heads of Academic Departments as per convenience of their faculty members may decide the method for online examination.

For those M. Sc (Integrated) students who have genuine reason for pending dissertation work, Heads of respective departments may permit students to allow him/her to submit his/her dissertation up to 30th June

2020. The result of such students will be declared only after completion of their dissertation examination.

5. Quizzes/ assignments for the remaining marks:

The quizzes/ assignment due, if any, may be completed through online mode using appropriate electronic mode available like G-Suite, Microsoft-Team. The respective faculty members may decide the mode of examination. All the quizzes/ assignments should be completed on or before 8th June 2020. The submissions made by student with correction shall be maintained by the course Coordinator.

6. End semester examination:

The end semester examination will be having weightage of 30 marks in preparation of the results. The online end semester examination will be conducted in one of the following modes:

- a. The course co-ordinator may explore the possibility of conducting examination through 'open book system' or develop questions which require critical thinking for the online examination. Accordingly, the respective Course Coordinator/Department concerned may decide the pattern for question papers. The faculty members may conduct this examination by uploading the question paper through the convenient electronics modes like G-Suite, Microsoft Team etc. And after answering the questions, the students may be advised to upload the .pdf version of the image of the hand written answer scripts on the same portal or convenient electronic media as decided by the respective faculty members/ departments. The students will be allotted two hours of time for answering question paper of 30 marks including the time for uploading of answer sheets. Each page of the answer sheet should bear the signature of student, page number at top and bottom and roll no of student. Also, total pages used shall be mentioned on first page of answer sheet before uploading of answer script. The concerned faculty members are expected to provide enough online study materials for preparation of students for appearing online examination.
- b. The course coordinator may also opt for an MCQ based online test for the end semester examination of 30 marks using Google form. However, the course coordinator has to prepare a question bank of 50-100 questions. The student will answer the randomly generated set of 30 questions. The time allocation for the MCQ based test may be decided by the Course Coordinator/Department concerned.

The answer for mode (a) should be written on one side of A-4 size white sheet only. The requirement of stationery of A-4 size paper, Black Pen, Pencil, graph paper, drawing sheet etc. should also be communicated to the students in advance. The answer sheet may be submitted through appropriate electronic mode in .pdf format only. The examiner will arrange for downloading and printing the answer sheets of all students for evaluation and official record. The student should keep original copy in his/her safe custody and should be submitted to

the respective faculty member, if required, as mutually decided by the respective faculty member and students. All the students should be informed that in case of failure of internet connectivity/power failure etc., they should have alternate/contingent arrangements for submission of their answer sheets even through whatsapp etc. The 'whatsapp' number of 'course coordinator' should be communicated to the students in advance. The students may be advised to have 'CamScanner' in their mobile phones for scanning of answer sheets, if required. It may be advised that poor quality answer sheets, which are not readable, will not be considered for evaluation and no marks will be given for such pages. The marks secured by the student shall be displayed by respective course coordinators through suitable electronic modes. The print of answer book with corrections marked on it along with the evaluation records may be preserved for one year, as in the case of offline examinations for any future requirements. Similarly, in case of MCQ based examination, the response of students be preserved for one year as evaluation record by the respective faculty members.

7. Examination of students who are unable to appear in the end semester examination through online modes:

The final year students who couldn't appear in the online examination due to his/her lack of access or any valid reason may be allowed to appear in the supplementary examination to be held at the institute on the dates as decided by the Senate. This will be considered as regular examination for such candidates. All such students should take prior permission from respective HoDs with a valid reason for their absence and not appearing in the online examination. The institute will permit such candidates only after prior approval from HoD for their absence in the online examination. A student who had already appeared in the online examination will not be allowed to re-appear in this examination. Such candidates may be considered to appear in the supplementary examination to be held when the on-campus academic activities resume in the Institute.

8. Examination for back-log papers in the lower semesters:

The students having back-log papers in the lower semesters have to write the end semester examination for the failed courses, along with the regular students of the corresponding year only.

9. Examination for M Tech Final year students:

The examination for M Tech final year students may be held during July/August 2020 as per dates communicated earlier. Their mode of examination will be online. M Tech. Dissertation should be submitted to Academic Office on or before 23rd July 2020. The defense/viva-voce examination may be held through online modes like Google Meet/ Microsoft Team etc.

10. Internship/ Summer Training/ Industrial Training

The B Tech/ M Sc students who are required to attend internship/ summer training/ industrial training as per their course curriculum may be asked to complete their training/internship through online modes. Such students need to present 'Industrial Seminar' before evaluation

committee for evaluation of their 'Summer Internship/ Industrial Training'. The students who couldn't complete internship/ summer training/ industrial training etc. offered from abroad, may be asked to complete the same through ASHINE Centre of the institute.

11. Result of students under 'Early Induction into M.Tech and Ph.D programs' in department of Civil Engineering at IIT Bombay.

The result of some final year students of B Tech Civil Engg pursuing their studies at IIT Bombay, will be processed based on the grades awarded by respective institute as per earlier agreed norms.

12. Revised Academic Schedule for other years except Outgoing Students (B. Tech I-III, Msc I-IV and M. Tech -I) for the academic year 2019-2020

For students of all other years of study (B. Tech I-III, Msc I-IV and M. Tech -I) for the academic year 2019-2020, the online lectures (content delivery) for theory courses and finalization of internal marks component by the course faculty should be completed by 15th June 2020. The mode of examination including schedule will be finalized in due course, after reviewing the situation of COVID-19 in near future.

13. Examination for Ph. D students.

For the Ph.D research scholars, the examination for the courses registered should also be held through online mode. The research progress seminar and credit seminar for Ph.D scholars may be held through online modes. The open defense/viva-voce examination for PhD scholars may be held through online modes. Audio-visual recording of entire proceeding of all such defense/viva-voce examinations is required to be submitted to Dean (Academic) office in form of a CD. The presence of student at the institute should be made mandatory for such online Ph. D viva-voce examinations.

14. Revised Academic Schedule for 2019-20:


Based on above, the modified academic schedule (2019-20) for remaining part for final year students of B. Tech and Integrated M.Sc. will be as under:


A	Last date for submission of final year Project report by students	June 05, 2020
B	Last date for conducting teaching, evaluation of quizzes and assignments/ Tutorials for final year students	June 08, 2020
C	Last date for submission of final year projects reports to the examiner by the departments for evaluation	June 10, 2020
D	Practical examinations for final year students	June 08-15, 2020
E	Make up Test (Mid Semester) for final year students	June 08-15, 2020
F	Last date for display of examination schedule of end semester examination by respective Head of Academic Departments for final year students (B. Tech & Integrated M.Sc.)	June 08, 2020
G	Final year Project examinations (B.Tech)	June 15-20, 2020
H	Online Theory Examinations for final year students of B Tech and Integrated M Sc.	June 22-27, 2020

I	Last date for submission of Integrated M.Sc. Dissertation	June 30, 2020
J	Declaration of results of final year students	July 04, 2020
K	Last date for submission of M.Tech Dissertation	July 23, 2020

Note: The schedule and mode of examination for B Tech I-III, Integrated M.Sc. I-IV and M.Tech I year students for the Academic Year 2019-20 will be decided based on prevailing situation of COVID-19 in near future. However, Last date for completion of online teaching, assessment of tutorials, quizzes etc for B Tech I-III, Integrated five year M.Sc. I-IV and M.Tech. I year shall be June15, 2020.

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


REGISTRAR
 SECRETARY- SENATE


DIRECTOR
 CHAIRMAN- SENATE