

# National Institute of Technology, Arunachal Pradesh

Jote, Arunachal Pradesh – 791113  
Ph No : 0360-2284801 Fax : 0360-2284972  
Website : <http://www.nitap.ac.in>



## Minutes of the 51<sup>st</sup> Senate Meeting of NIT, Arunachal Pradesh held on 24/06/2024 NIT-Arunachal Pradesh, Jote

### Following Members were present:-

1. Prof. Mohan V Aware, Director, NIT-Arunachal Pradesh – Chairman
2. Prof. R. P. Sharma, Professor, NIT-Arunachal Pradesh – Invitee
3. Prof. Snehashish Chakraverty, Professor, NIT-Rourkela – External Member
4. Prof. Harish Chandra Das, Professor, NIT-Meghalaya – External Member
5. Dr. Anup Paul, Registrar I/C, NIT-Arunachal Pradesh - Member
6. Prof. M K Shome, Professor & HoD of M&H, NIT-Arunachal Pradesh – Invitee
7. Dr. M. Malik, Associate Professor, NIT-Arunachal Pradesh – Invitee
8. Dr. S. K. Chakraborty, Dean (Academic), NIT-Arunachal Pradesh – Invitee
9. Dr. S Banerjee, Associate Dean (Acad & Exam), NIT-Arunachal Pradesh – Invitee
10. Dr. Rajen Pudur, HoD of EE, NIT-Arunachal Pradesh – Invitee
11. Dr. S. K Jana, Representative of HoD, BT, NIT-Arunachal Pradesh – Invitee
12. Dr. N. K. Pramanik, Dean (R&D) and HoD of CHEM, NIT-Arunachal Pradesh – Invitee
13. Dr. U. K. Saha, HoD of BAS, NIT-Arunachal Pradesh – Invitee
14. Dr. P. K Mohanty, Representative of HoD, ME, NIT-Arunachal Pradesh – Invitee
15. Dr. R. S. Goswami, HoD of CSE, NIT-Arunachal Pradesh – Invitee
16. Dr. Abir J Mondal, HoD of ECE, NIT-Arunachal Pradesh – Invitee

*(Handwritten signatures in blue and red ink)*

*(Signatures: A. J. M., Sharma, Swase, P. Saha, S. Banerjee, P. Mohanty, R. S. Goswami, A. J. Mondal)*

**Agenda Item No: 51.01** Confirmation of the minute of the 50<sup>th</sup> Senate Meeting held on 24/04/2024 and Action Taken Report

Minutes of the 50<sup>th</sup> Senate meeting of NIT, Arunachal Pradesh circulated to all members of Senate and no comments received till now. As such, Minute of 50<sup>th</sup> Senate Meeting was approved & Action Taken Report is placed in ANNEXURE 51.01 (refer page no. 11 to 14).

The Senate may approve the same.

*Decision: Noted & Approved.*

**Agenda Item No: 51.02** Seeking approval of Academic Calendar for July-December,2024.

Academic Calendar of NIT-Arunachal Pradesh for July-December,2024 placed in ANNEXURE 51.02(refer page no. 15 to 16).

The Senate may approve the same.

*Decision: Approved as proposed with minor modifications. The Academic Calendar of January-June,2025 has also duly approved as proposed by Dean(Acad) on table.*

**Agenda Item No: 51.03** Seeking approval of proposal of intake for admission in PhD programme for the academic session July-December 2024

A proposal submitted by Dean(Acad) of NIT-Arunachal Pradesh regarding intake for admission in PhD programme in several departments for the academic session July-December, 2024 is placed in ANNEXURE 51.03(refer page no. 17 to 18).

The Senate may approve the same for further course of action.

*Decision: Approved except in the Department of ECE, instead of 01 (one) under backlog the number of intake is 02(two).*

**Agenda Item No: 51.04** Seeking approval of for one year extension of duration of PhD research work of PS Palky Handique, Roll No: PhD(Math)/2017/05 and PS Jyoti Bhusan Saha, Roll No: PhD(Math)/2017/04

[A] As per application of PS Palky Handique, Roll No: PHD(Math)/2017/05 registered her name as a Part-Time PhD scholar in the academic year July-Dec, 2017 under supervision of Dr. Susanta Maity, Associate Professor in the Department of Basic & Applied Science and successfully published one research paper in SCOPUS index journal and three paper are under review [ANNEXURE 51.04 refer page no. 19 to 24].

As per PhD ordinance 2017 of NIT-Arunachal Pradesh under clause no: 17.1.II "The maximum duration of the PhD programme is 6 years from the date of admission for a full-time student and 7 years for a part-time student" [ANNEXURE 51.05 refer page no. 25]. As per HoD, BAS, PS Palky Handique will be completed 7years on August,2024 [ANNEXURE 51.04 refer page no. 19 to 24].

Now, PS Palky Handique requested to one year extension for complete her research work [ANNEXURE 51.04 refer page no. 19 to 24].

*[Handwritten signatures and initials in blue ink, including names like S. Banerjee, A. Chakrabarti, and others, along with a date '2024' and a page number '2'.]*

[B] As per application of PS Jyoti Bhusan Saha, Roll No: PHD(Math)/2017/04 registered his name as a Part-Time PhD scholar in the academic year July-Dec, 2017 under supervision of Dr. Utpal Kumar Saha, Associate Professor in the Department of Basic & Applied Science and his research work is in under progress [ANNEXURE 51.06 refer page no. 26 to 27].

As per PhD ordinance 2017 of NIT-Arunachal Pradesh under clause no: 17.1.II "The maximum duration of the PhD programme is 6 years from the date of admission for a full-time student and 7 years for a part-time student" [ANNEXURE 51.07 refer page no. 28]. As per HoD, BAS, PS Jyoti Bhusan Saha will be completed 7years on August,2024 [ANNEXURE 51.06 refer page no. 26 to 27].

Now, PS Jyoti Bhusan Saha requested to one year extension for complete her research work[ANNEXURE 51.06 refer page no. 26 to 27].

The Senate may comment for the further course of action

**Decision:** [i] Six months extension may be given to PS. Palky Handique, Roll No: PHD(Math)/2017/05 with one publication.

[ii] HoD concern must check 03(previous) progress seminar reports of PS Jyoti Bhusan Saha, Roll No: PHD(Math)/2017/04 and if the reports are found unsatisfactory [any one out of three] then no further extension will be given to PS Jyoti Bhusan Saha. Otherwise HoD must report to Chairman, Senate through DRC for further directives.

Agenda  
Item  
No:  
51.05

**Ratification of Internship programme at NIT-Arunachal Pradesh for outside & in-house students**

Following outside students from various institutes in India have applied for summer internships at NIT-Arunachal Pradesh (ANNEXURE 51.08 refer page no. 29 to 37)

Sl.No	Name of the Students	Parent Institute / University of the student	Applied under the Department of
1	Sri Imon Shahria	NIT, Meghalaya	ECE, NITAP
2	Debadutta Sahoo	CV Raman Global University, Odisha	ECE, NITAP
3	Harishit Neog	Dibrugarh University Institute of Engineering & Technology	CSE, NITAP
4	Partha Pratim Gogoi		CSE, NITAP
5	Rabiul Haque Choudhury		CSE, NITAP
6	Isa Sarkar		CSE, NITAP
7	Kasturi Bordoloi		CSE, NITAP
8	Lakhimoni Gogoi		CSE, NITAP
9	Yasap Lamino		CSE, NITAP
10	Nishanta Pratim Talukdar		CSE, NITAP
11	Anuj Kumar Shah		CSE, NITAP
12	Biplab Gogoi		CSE, NITAP
13	Himashree Kalita		CSE, NITAP
14	Kangkana Das		CSE, NITAP

As of now, frame rule is not available at NIT-Arunachal Pradesh for internship. A draft proposal Guidelines for internship is placed in ANNEXURE 51.09 refers page no. 38 to 40.

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B. Students of NIT-Arunachal Pradesh also can apply for internship under the same proposed guidelines.

The above matter also approved by the Director, NIT-Arunachal Pradesh dated: 13/05/2024 [ANNEXURE 51.10 refer page no. 41]

The Senate may ratify & approve the same.

*Decision: Approved as proposed but Senate has decided that, upon completion of internship programme for an individual student there should have a one tangible outcome (like one conference paper / small product etc) further Dr. Mainak Mallik, Associate Professor, CE must prepare a common format for an internship certificate.*

Agenda Item No: 50.06 **Ratification of Summer Vacation for the year 2024 for the members of faculty**

As per approval of the Competent Authority of NIT-Arunachal Pradesh Dean (FW) issued an circular regarding summer vacation for the year of 2024 for members of faculty vide no: NIT/AP/Estt-16/2011/04 dated 22/05/2024 [ANNEXURE 51.11 refer page no. 42 to 43]

The Senate may ratify & approve the same.

*Decision: Noted & Approved.*

Agenda Item No: 51.07 **Seeking ratification & approval of the proposal of Standard Operating Procedure (SOP) for Answer Script Evaluation at NIT-Arunachal Pradesh**

A proposal of Standard Operating Procedure (SOP) for Answer Script Evaluation placed in below:

1. **Collection of Answer Scripts:** Answer scripts must be collected from the Exam Cell immediately after the completion of the exam.
2. **Evaluation and Grading:** Answer scripts must be thoroughly evaluated and graded according to the established ordinance.
3. **Cross-Verification by Students:** Students may cross-check their evaluated answer sheets before the marks are entered and finalized in the ERP system.
4. **Timely Update of Marks:** Marks must be updated in the ERP system within the specified time frame. If this deadline cannot be met, approval must be obtained from the Director.
5. **Finality of Marks:** Under no circumstances marks be changed after the results have been published.
6. **Correction of ERP Errors:** If an error is made in the ERP by the coordinator, approval for corrections must be obtained from the Director through the Dean of Academics.
7. **Handling Student Grievances:** If students have any grievances related to the evaluation of the answer script, they may submit the prescribed form to the Dean of Academics. These grievances will be reviewed by the Academic Student Grievance Committee, which will be formed with the approval of the competent authority.

Student Grievance Committee may consist by the following members

Sl. No.	Name	Role
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1.	Dean Academics	Chairman
2.	Asso. Dean (Acad. & Exam.)	Convenor
3.	HoD of the respective student's grievance	Member
4.	Course Coordinator	Member
5.	Two members, nominated by the Director	Member

The above mentioned proposal of Standard Operating Procedure (SOP) for Answer Script Evaluation was duly approved by Director/Chairman, Senate dated 31/05/2024 [ANNEXURE 51.12 refer page no. 44] and the same will be effect from this semester (Jan-June,2024).

The Senate may ratify & approve the same.

*Decision: Approved as proposed.*

Agenda  
Item  
No:  
51.08

**Seeking approval for proposal of Examination Malpractice Manual at NIT-Arunachal Pradesh, SoP for Disciplinary Action against Malpractice, Examination Vigilance Form, Examination Malpractice Form**

For the smooth running of Examination, following proposals have been prepared and presented in below:

- [1] Examination Malpractice Manual [ANNEXURE 51.13 refer page no. 45 to 47]
- [2] SoP for Disciplinary Action against Malpractice [ANNEXURE 51.14 refer page no. 48]
- [3] Examination Vigilance Form [ANNEXURE 51.15 refer page no. 49]
- [4] Examination Malpractice Form [ANNEXURE 51.16 refer page no. 50]

16nos (Sixteen) of students involved in malpractice during end-semester examination (Jan-June,2024) and the respective Exam disciplinary committee's decision is placed in ANNEXURE 51.17 refer page no. 51 to 53.

The Senate may ratify & approve the same.

*Decision: Approved as proposed and the Senate was also instructed to prepare a form with the provision of reporting of opinions on evidence that is countersigned by the student.*

Agenda  
Item  
No:  
51.09

**Ratification & approval of Seat Matrix of CSAB 2024, CCMT 2024 & DASA 2024 for admission in UG & PG for the Academic year 2024-2025**

Seat Matrix of CSAB 2024, CCMT 2024 & DASA 2024 for admission in UG & PG for the Academic year 2024-2025 at NIT-Arunachal Pradesh is placed in ANNEXURE 51.18 refer page no. 54 to 62.

The Senate may ratify & approve the same

*Decision: Ratified & Approved.*

Agenda  
Item  
No:  
51.10

**Ratification & approval of the proposal of conducting Academic Audit in each department in NIT-Arunachal Pradesh**

For the advancement of the department, a draft proposal of Academic Audit is provided in ANNEXURE 51.19 refer page no. 63 to 66

The same proposal was duly approved by Director/Chairman, Senate dated 31/05/2024  
**ANNEXURE 51.20 refer page no. 67**

The Senate may ratify & approve the same

**Decision: Approved as proposed. Senate also proposed that, Expert from academic must be in a grade of Professor and also there should have a single format for question papers. Dr. Mainak Mallik, Associate Professor, CE, has been asked to prepare the format for this.**

**In the meeting it is also resolved that the Academic Audit Report form should contain a section of student feedback.**

Agenda  
Item  
No:  
51.11

**Seeking approval of the format of Undertaking regarding safety & Security measures of the students**

After the sudden demise of Late Nigam Kumar, ME, Roll No: ME23B005 a committee with 4 members was constituted vide no: NIT/AP/Estt-160/Director's Office/2024/4079 dated 8/05/2024. The committee submitted the report **ANNEXURE 51.21 refer page no. 68 to 72.**

As per committee report under clause no 11: "for the safety & security committee has recommended to take an undertaking in presence of Parents or Local Guardian in Rs. 20/- Stamp Paper duly notarized through notary public that he or she will not go out of campus and visit nearby Poma and Papum Rivers and also deep forest hills without the permission of competent authority specially HoD/Hostel Wardens/Caretakers".

The proposed format of Undertaking is placed in **ANNEXURE 51.22 refer page no. 73** and the same will be implemented from the academic session July-Dec,2024.

The Senate may ratify & approve the same

**Decision: Approved as proposed and. it is also resolved that the undertaking must be on a non-judicial stamp paper of Rs. 100/-. In the discussion, it was also determined that students take permission for the same from the HoD / Chief Warden / Warden only.**

Agenda  
Item  
No:  
51.12

**Seeking approval of the format of undertaking on @100/- Judicial stamp paper from upcoming PhD admission onwards.**

As per the decision of the 50th Senate Meeting of NIT-Arunachal Pradesh dated 24/04/2024 under agenda item no: 50.05 [**ANNEXURE 51.23 refer page no 74**], a committee was constituted vide no: NIT/AP/Exam Cell/6/2012/ 1451 dated: 10/05/2024 [**ANNEXURE 51.24 refer page no 75**] on the aforementioned issue.

The committee provided the "format of the undertaking" for the PhD scholars, which is contained in **ANNEXURE 51.25, refer page no. 76**, and which is effective from the future PhD admission.

The Senate may ratify & approve as propose.

**Decision: Approved as proposed. HoDs must give teaching assistantship load to all full-time PhD scholars after six months from the admission.**

Agenda  
Item  
No:  
51.13

**Seeking approval of the PhD Ordinance 2024 for Full-Time and Part-Time Scholars along with relevant forms**

As per the decision of the 50th Senate Meeting of NIT-Arunachal Pradesh dated 24/04/2024 under agenda item no: 50.09.B [ANNEXURE 51.26 refer page no. 77 to 78], a committee was constituted vide no: NIT/AP/Exam Cell/6/2012/1449 dated:10/05/2024 [ANNEXURE 51.27 refer page no. 79] on the aforementioned subject.

The committee submitted "PhD Ordinance 2024 for Part-Time Scholars" is placed in ANNEXURE 51.28 refer page no. 80 to 93, and which is effective from the academic year 2024-2025 onwards.

The same committee also prepared modified "PhD ordinance,2024 for Full-Time Scholars" is placed in ANNEXURE 51.29 refer page no 94 to 120, and which is also effective from the academic year 2024-2025 onwards.

The Senate may ratify & approve the same.

*Decision: Approved as proposed with following minor corrections:*

*[i] Both the ordinance must have a reference number and revision number.*

*[ii] Form-14 is replaced with Form-F in the both ordinances.*

*[iii] All Forms are applicable for all existing PhD scholars.*

*[iv] The concept of absolute grading system in both the PhD ordinances is dropped. Relative grading system will be followed in both the ordinances.*

*[v] Following committee is constituted for the preparation of source file in latex for Thesis format [PhD & M.Tech] according to the already existing thesis format of NIT-Arunachal Pradesh.*

- Dr. Karam R Singh, Associate professor, Bas – Chairman
- Dr. Sanjeev Kumar Metya, Assistant professor, ECE – Member
- One Senior PhD Scholar [chosen by above two members] - Member

Agenda  
Item  
No:  
51.14

**Seeking approval of the report regarding "Grading System"**

As per the decision of the 50th Senate Meeting of NIT-Arunachal Pradesh dated 24/04/2024 under agenda item no: 50.09.D [ANNEXURE 51.30 refer page no. 121], a committee was constituted vide no: NIT/AP/Exam Cell/6/2012/1450 dated:10/05/2024[ANNEXURE 51.31 refer page no. 122] on the aforementioned subject.

The committee submitted "Report of the Grading System" is placed in ANNEXURE 51.32 refer page no. 123 to 129, and which is effective from the academic session July-Dec,2024.

The Senate may ratify & approve the same.

*Decision: Senate has advised to review the grading system once again as per the discussion of 51<sup>st</sup> Senate with the inclusion of Dr. Anup Paul. Associate professor, ME in the already formed committee for the same.*

Agenda  
Item  
No:  
51.15

**Ratification of "NOTIFICATION" vide no: NIT/AP/Estt-05/2011/3790(A) dated: 16/01/2024 regarding "extended the terms of Senate external members".**

*[Signatures]*  
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The tenure of following three external members of Senate of NIT-Arunachal Pradesh got expired on 16/01/2024 and another one year extension was given vide no: NIT/AP/Estt-05/2011/3790(A) dated : 16/01/2024 [ANNEXURE 51.33 refer page no. 130]

1. Prof. Snehashish Chakraverty, Professor (HAG), Department of mathematics, NIT, Rourkela, Rourkela – 769008, Odisha, India, Email: [chakravertys@nitrkl.ac.in](mailto:chakravertys@nitrkl.ac.in)
2. Dr. Harish Chandra Das, Professor, Department of ME, NIT-Meghalaya, Bijni Complex, Laitumkhrah, Shilong – 793003, Meghalaya, India, Email: [harishdas@nitm.ac.in](mailto:harishdas@nitm.ac.in)
3. Dr. (Mrs) Joya Chakraborty, Professor & Hed, Department of Mass Communication & Journalism, Tezpur University, Napaam, Tezpur – 784028, Assam, India, Email: [jc@tezu.ernet.in](mailto:jc@tezu.ernet.in)

The Senate may note & ratify the same.

**Decision: Ratified & Noted.**

Agenda Item No: 51.16

**Seeking Ratification & approval of extension of leave of PS Likha Ganu, Roll no: PhD(CSE)/2020/18.**

As per application of PS Likha Ganu, Roll no: PhD(CSE)/2020/18 vide no: NIL dated : 29/03/2024 regarding "leave extension for Data Collection" is placed ANNEXURE 51.34 refer page no. 131.

The same application was duly approved by Director/Chairman, Senate dated : 03/06/2024 [ANNEXURE 51.35 refer page no. 132]

Leave rules as per PhD Ordinance 2018 of NIT-Arunachal Pradesh placed in ANNEXURE 51.36 refer page no. 133 to 134.

The Senate may ratify & approve the same.

**Decision: Approved as proposed. In the meeting it is also resolved that HoD should submit the monthly report [documentations / PPT shared by PS] duly endorsed by Supervisor concerned to Academic Cell before releasing the monthly fellowship.**

Agenda Item No: 51.17

**Seeking recommendation of BoG member as per NITSER Act 2007**

As per clause 11(f) of NITSER Act 2007 one Professor and one Assistant Professor or a Lecturer of the Institute to be nominated by the Senate as member of the BoG. Accordingly, one of the existing members Dr. S N Deepa, Associate Professor, Electrical Engineering left from NIT Arunachal Pradesh. The voting result is given below:

Sl. No.	Nominated Persons	Preference 1	Preference 2
1.	Dr. R. P. Sharma	7	2
2.	Dr. M. Mallik	2	1
3.	Dr. U. K. Saha	2	7
4.	Dr. A. K. Atta	3	2
5.	Dr. Abhik Banerjee	0	2

As per the preference above Prof. R P Sharma, Professor, Dept. Of ME may considered as a Senate nominated member of BoG, NIT-Arunachal Pradesh

The Senate may approve the same.

*(Handwritten signatures and initials)*



*Decision: In the Senate, it is anomalously ruled that Dr. Koj Sambyo, Assistant professor, CSE is nominated by the Senate as a member of BoG under clause 11(f) under rank of Assistant Professor.*

Agenda  
Item  
No:  
51.18

**Ratification & approval of the proposal of Standard Operating Procedure (SOP) for Student mentorship programme in NIT-Arunachal Pradesh**

For the advancement of the department, a draft proposal of Standard Operating Procedure (SOP) for student mentorship is placed in ANNEXURE 51.37 refer page no. 135 to 137.

The same proposal was duly approved by Director/Chairman, Senate dated 14/06/2024 ANNEXURE 51.38 refer page no. 138.

The Senate may ratify & approve the same

*Decision: Approved as proposed.*

Agenda  
Item  
No:  
51.19

**Seeking approval fee structure of NIT-Arunachal Pradesh for existing students**

As per the 47<sup>th</sup> Senate meeting dated 01/12/2023 under agenda item no: 47.26.A "Exemption of transportation fee from the student fee structure w.e.f. jan-June,2024 academic session till the institute transportation will start functioning" and in the meeting it was decided that "Approved. However the last semester (July-Dec,2023) transportation fee will be adjusted accordingly" [ANNEXURE 51.39 refer page no. 139 to 141]

Now, Institute is providing transportation for students. Therefore, institute will follow the already approved fee structure [ANNEXURE 51.40 refer page no. 142 to 147] w.e.f. academic session July-December, 2024 for UG/PG/PhD.

The Senate may approve the same

*Decision: Noted & Approved.*

Agenda  
Item  
No:  
51.20

**Reporting of E-mail dated 14/06/2024 from Dr. Yang Saring, Assistant professor, ECE, NIT-Arunachal Pradesh regarding "AI writing detection"**

An E-mail received from Dr. Yang Saring, Assistant professor, ECE, NIT-Arunachal Pradesh dated 14/06/2024 regarding AI writing detecting" [ANNEXURE 51.41 refer page no. 148 to 149].

The Senate may advise for further course of action.

*Decision: Senate has advised to Dean(Acad) that, few references may collect from NITs & IITs before implementation of the same.*

Agenda  
Item  
No:  
51.21

**Seeking proper directives with the case of PS Lukram Dhanachandra Singh, ECE, Roll No: Ph.D(ECE0/2017/03**

PS Lukram Dhanachandra Singh, ECE, Roll No: Ph.D(ECE0/2017/03 was enrolled as a part-

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*Prasad*  
*S. Banerjee*  
*Prasad*  
*Prasad*

time Ph.D scholar in the Department of ECE during the academic year July–December 2017[ANNEXURE 51.42 refer page no 150]. As per the NOTE of HoD, ECE dated: 29/05/2024 [ANNEXURE 51.43 refer page no 151 to 152] the RAC file of PS Lukram Dhanachandra Singh vide no: NIT/AP/ECE/RAC/LDS/2017-18/1 was misplaced during shifting and also it is observed that RAC file of PS Lukram Dhanachandra Singh was either nonexistent or untraceable based [ANNEXURE 51.44 refer page no 153 to 154].

PS Lukram Dhanachandra Singh completed all the requisite course works [ANNEXURE 51.45 refer page no 155 to 156].

As per the information provided by the HoD, ECE PS has done all semester registration from starting and yearly progress reports.

As of now RAC, comprehensive seminar and State of Art Seminar of PS Lukram Dhanachandra Singh was not conducted as per the PhD Ordinance,2017 under clause no: 9.7.1, 11.1 and 12.1 [ANNEXURE 51.46 refer page no. 157 to 160]

As per the PhD Ordinance,2017 under clause no: 17.1 “the maximum duration of the PhD programme is 7years from the date of admission for a part-time student” and this semester [January-June,2024] is the last semester of PS Lukram Dhanachandra Singh.

The Senate may give the proper directive for further needful action.

*Decision: In the meeting it is decided that, HoD, ECE must submit a fresh suggestions for the same to get a further directives*

Agenda  
Item  
No:  
51.22

**Seeking ratification & approval of End-Semester result for the academic session January-June,2024**

End-Semester result for the academic session January-June,2024 will be published on 18/06/2024, so the result sheet will be placed on the table.

The Senate may ratify & approve the same

*Decision: Noted & Approved.*

Agenda  
Item  
No:  
51.23

**MISC**

MISC if any will be placed on the Table with due permission of the Chairman, Senate.

Agenda  
Item  
No:  
51.23.A

**Issues regarding students' attendance below 75% for Jan-June, 2024 & July-Dec, 2024 semester onwards.**

*Decision : It has been already decided that all the students who having an attendance below 75% in the session Jan-June,2024, will be allowed to do their next semester [July-Dec' 2024] registration upon the submission of an undertaking [they should maintain 75% attendance for all upcoming semesters] to concerned HoDs with the physical presence of their parents. The matter will be taken care by the concerned HoDs.*

*It is also decided that, from academic session July-Dec'2024 onwards the attendance will be calculated before Mid-Semesters and the intimation must be sent to concerned parents for the students having an attendance below 75%. HoD concerned must share the defaulter list*

to Dean (SA) for further correspondence to parents regarding the same and in any circumstances; students having an attendance of below 75% is not allowed to seat in the examination.

Agenda  
Item  
No:  
51.23.B

**Reporting of Minutes of the meeting held on 23<sup>rd</sup> January, 2024, vide no: F.No.33-1/2024-TS.III dated 25/01/2024 received from the Ministry of Education regarding Mental Health and Wellness of Students.**

*Decision: In the meeting, Dean(SA) placed the following resolutions on table and Senate noted the same about the Mental Health and Wellness of Students:*

1. To focus on **early stage identification and intervention** involving counsellor/MOs to flag any potential issues among all incoming students during admission through counselling and health check-up as compulsory.
2. To foster supportive environment, **mentor-mentee program** may be initiated starting during the admission process and mentor will submit the report every month. Max. of 10 students will be assigned to the faculty member belonging to the department.
3. **Kushal meeting and Health talk** to all students residing at every hostel once in a month by counsellor and MOs respectively through proactive outreach approach.
4. **Induction Program** by in-house faculty/resource person from reputed for a week may be inducted for all the new B.Tech students.
5. Teaching and non-teaching staff play a significant role in students wellbeing through **informal interactions** and are well positioned to observed students behaviours and report any concerning patterns (repeated failing, not appearing exam, not submitting assignment & projects etc).
6. **Student should be encouraging for participating extra-curricular activities** including inter NITs events, Inter hostel sports, coordinated by clubs, NCC, NSS, sports cell etc.
7. **Self-screening program** to encourages students to proactively seek help.
8. **Every HoDs should report the students** whose grades/attendance drops drastically and any concerning pattern specific to any students to the office of the Dean SW for needful monitoring and counselling.
9. **Student-Mentorship Program** may be established where 8-10 fresher students would be assigned to a senior (2<sup>nd</sup> & 3<sup>rd</sup> Year UG) who would act as student mentor. Student mentor will report for wellbeing of his mentee every month to a faculty-in-charge of SMP

Agenda  
Item  
No:  
51.23.C

**Seeking approval of Disciplinary Manual for Students/faculty/Staff of NIT-Arunachal Pradesh**

*Decision: Dean(SA) placed Disciplinary Manual for Students/faculty/Staff of NIT-Arunachal Pradesh on table and Senate forwarded the same to Registrar, NIT-Arunachal Pradesh for further comments & inputs.*

Agenda  
Item  
No:  
51.23.D

**Seeking approval to re-appear of end-semester examination of PS Thokchom Sanju Singh, M&H, Roll No: MH23D001**

PS Thokchom Sanju Singh, M&H, Roll No: MH23D001 dated NIL applied for re-appear of end-semester examination of two subjects [MH522 & MH501] as PS did not appear end-semester examination due to Manipur crisis and the same application was forwarded by the concern supervisor & HoD.

*Decision: The Senate advised that PS Thokhom Sanju Singh, M&H, Roll No: MH23D001 may appear end-semester examination for two subjects [MH522 & MH501] in academic session July-Dec'2024.*

Agenda  
Item  
No:  
51.23.E

**Seeking approval of re-evaluation for continuation of Summer Courses from upcoming semester onward:**

*Decision: In the meeting it is decided that, following committee is constituted for re-evaluation of continuation of Summer Courses and also advised to take some references from NITs/IITs/CUs etc.*

- [i] Dr. Swarnendu Chakraborty, Dean (Acad) - Chairman*
- [ii] Dr. Rajen Pudur, Associate Professor, EE - Member*
- [iii] Dr. Mainak mallik, Associate Professor, CE - Member*
- [iv] Dr. Nabakumar Pramanik, Associate Professor, BAS - Member*
- [v] Dr. Subhasish Banerjee, Associate Dean (Acad & Exam) - Convener.*

Agenda  
Item  
No:  
51.23.F

**Seeking approval for one year extension of PhD research work and Special leave of PS Arup Kumar Das, CE, Roll No: PhD(CE)/2019/01, Full-Time PhD Scholar with Institute Fellowship.**

Two number of applications were received from PS Arup Kumar Das, CE, Roll No: PhD(CE)/2019/01 [Full-time PhD Scholar with institute fellowship] dated 20<sup>th</sup> June,2024 and 13/05/2024 regarding extension of duration of PhD research work and special leave respectively.

*Decision: [i] Senate anomalously decided that, one year extension may be given to PS Arup Kumar Das, CE, Roll No: PhD(CE)/2019/01 for the completion of his PhD research work without institute fellowship.*  
*[ii] As per the committee report dated 20/06/2024, the Senate also approved the 60days special leave w.e.f 25/04/2024.*

Agenda  
Item  
No:  
51.23.G

**Seeking approval for Review Committee for ongoing & new (if any) of M.Tech programmes.**

*Decision: Senate constituted the following review committee for ongoing & new (if any) of M.Tech programmes.*

- [i] Dr. Nabakumar Pramanik, Associate professor, BAS - Chairman*
- [ii] All HoDs - Member*
- [iii] Dr. Mainak mallik, Associate Professor, CE - Member*
- [iv] Dr. Subhasish Banerjee, Associate Dean (Acad & Exam) - Convener*

The meeting is ended with vote thanks by Chairman Senate