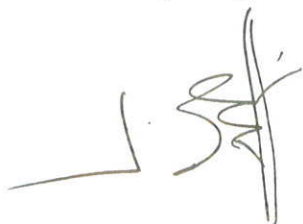


# Ambedkar University Delhi

## Minutes of the Sixth Meeting of the Academic Council held on 24<sup>th</sup> of June, 2014 at 10.30am in the Private Dining Hall, India International Centre, New Delhi

The Sixth Meeting of the Academic Council (AC) of Ambedkar University Delhi (AUD) was held on 24<sup>th</sup> of June, 2014 at 10:30 am in the Private Dining Hall, India International Centre, New Delhi. The following members were present:

Professor Shyam B. Menon <i>Vice-Chancellor</i>	In the Chair
Professor A.K.Sharma <i>Nominee of the UGC</i>	Member
Professor Ashoke Chatterjee <i>Nominee of the Government of NCT of Delhi</i>	Member
Professor K. Ramachandran <i>Nominee of the Government of NCT of Delhi</i>	Member
Dr. Anuradha Kapur <i>Nominee of the Government of NCT of Delhi</i>	Member
Professor Ashok Nagpal <i>Nominee of the Vice-Chancellor</i>	Member
Professor Chandan Mukherjee <i>Dean, School of Development Studies</i>	Member
Professor Salil Misra <i>Dean, School of Liberal Studies</i>	Member
Professor Shivaji K. Panikkar <i>Dean, School of Culture and Creative Expressions</i>	Member
Professor Honey Oberoi Vahali <i>Dean, School of Human Studies</i>	Member
Professor Venita Kaul <i>Director, School of Education Studies</i>	Member
Professor Kuriakose Mamkoottam <i>Director, School of Business, Public Policy and Social Entrepreneurship</i>	Member
Professor Jatin Bhatt <i>Dean, School of Design &amp; Registrar (offg.)</i>	Member Secretary



Dr. Rachana Johri  
Dean (Officiating), School of Undergraduate Studies Member

Dr. Asmita Kabra  
Dean (Officiating), School of Human Ecology Member

Dr. Praveen Singh  
*Nominee of the Vice-Chancellor* Member

Dr. Subrata Kumar Mandal  
Associate Professor  
School of Development Studies Special Invitee

Dr. Oinam Hemlata Devi  
Assistant Professor  
School of Human Ecology Special Invitee

Dr. Mathew Varghese, Professor Geetha Venkataraman, Professor Denys Leighton, Dr. Sumangala Damodaran and Dr. Raja Mohan could not attend the meeting.

At the outset, the Chairperson introduced the two new members, Dr. Asmita Kabra, Dean (Officiating), School of Human Ecology, and Dr. Rachana Johri, Dean (Officiating), School of Undergraduate Studies. He extended a warm welcome to them.

He also informed that the Board of Management had constituted a committee to make provisions for wider participation of the University community in the authority bodies, if necessary by amending relevant Statutes. Pending the amendment in the Statute (s), it was decided to initiate the practice of inviting the two senior most Associate Professors and the two senior most Assistant Professors to the meetings of the AC as special invitees. Following this practice, the following teachers were invited to the meeting of the AC:

Dr. Subrata Kumar Mandal  
Associate Professor  
School of Development Studies

Dr. Satyaketu Sankrit  
Associate Professor  
School of Liberal Studies

Dr. Oinam Hemlata Devi  
Assistant Professor  
School of Human Ecology



Dr. Anirban Sen Gupta  
Assistant Professor  
School of Development Studies

The Chairperson introduced the special invitees and welcomed them to the AC. During the discussion it was suggested that some provision should be made for student participation in the AC. It was decided to communicate this to the Committee Constituted by the Board of Management.

The following resolutions were passed:

**Item 6.1: Confirmation of the minutes of the 5<sup>th</sup> meeting of the Academic Council held on 4<sup>th</sup> of March, 2014**

**Resolution 6.1**

Resolved to confirm the Minutes of the 5<sup>th</sup> meeting of the Academic Council held on 4<sup>th</sup> of March, 2014.

**Item 6.2: To report the Action Taken Report on the Minutes of the 5<sup>th</sup> meeting of the Academic Council held on 4<sup>th</sup> of March, 2014**

**Resolution 6.2**

Resolved to accept the Report on Action Taken on the Minutes of the 5<sup>th</sup> meeting of the Academic Council held on 4<sup>th</sup> of March, 2014.

**Matters arising from the Minutes**

The new Masters Programme MA (ECCE) to be offered by the School of Education Studies be rechristened as MA in Education (ECCE)

The Action Taken Report (ATR) as approved by the AC, vide **Appendix -1**

**Item 6.3: To consider the report of the committee constituted by the Academic Council on the Career Advancement Scheme (CAS) for teachers and other academic staff**

**Resolution 6.3**

Resolved to accept the Report of the Committee on Career Advancement Scheme (CAS) for AUD faculty, with minor changes. It was resolved that a sub-category no. III(F) be added to Category III (Research and Academic Contributions) of the Academic Performance Indicators (APIs). The addition



of sub-category III(F) will enable the incorporation of distinctive academic contributions of teachers from disciplines or areas of knowledge and practice with unconventional orientations.

Resolved that in anticipation of approval of the CAS by the Board of Management, the self appraisal process by the aspirants for promotion under this scheme be initiated

The CAS document as approved by the AC, vide **Appendix -2**.

**Item 6.4: To consider the first report submitted by the Standing Committee to review the fee structure**

**Resolution 6.4**

Resolved to accept the First Report of the Standing Committee on Fee Structure Review.

While approving the Report, the Council deliberated as below:

Took cognizance of the rationale for continuous review of the fee structure. AUD follows a differential fee structure keeping in mind the variables of a) social backgrounds of students, b) employment opportunities associated with the academic programmes, and c) intensity of inputs into the academic programmes. Hence the need for a differential fee structure.

Discussed the Report and made a few suggestions for the subsequent deliberations of the Standing Committee. While considering the differential fee structure for undergraduate students, their School background (government or private, low fee or high fee) should also be taken into consideration, and also the range of Rs. 1000-2000 per credit should be reviewed and revised periodically.

The report as approved by the AC, vide **Appendix -3**.

**Item 6.5: To consider the minutes of the Standing Committee on Academic Programmes (SCAP) held on (a) 3 June 2014 and (b) the adjourned meeting held on 9 June 2014**

**Resolution 6.5**

Considered and discussed the recommendations of the Standing Committee on Academic Programmes (SCAP) on the following:

- Restructuring of the MA programme in Social Design

- Reduction of total credits for the programme from 110 to 100
  - Amalgamation of some courses and revision of some others
  - Repositioning of some courses across semesters
  - Revision of credits for some courses in order to make them compatible with time allocation
  - Addition of a new course on Design Process
  - Addition of one new workshop/seminar space
- Addition of two elective courses, “Game Theory-I” and “Game Theory-II” to the basket of elective courses as part of the MA programme in Economics, already approved.
  - Addition of a Dissertation component to the MA programme in English, already approved.
  - Introduction of the following first semester courses to be offered as part of the MA programme in Education (ECCE), already approved:
    - Understanding Children and Childhood (four credits)
    - Engaging with Families and Communities (two credits)
    - Play, Learning and Creativity (four credits)
    - Early Childhood Care and Education in India (two credits)
    - Development of Language and Early Literacy (four credits)
  - Introduction of the following courses to be offered in the third semester of the MA programme in Social Design, already approved:
    - Aesthetics of Form and Experience III (four credits)
    - Information Technologies and Social Networks (two credits)
    - Modelling and Data Visualization (two credits)
    - Project Management (four credits)
    - Social Studio III (six credits)
  - Introduction of the first semester courses as part of the MA programme in Social Design after proposed restructuring:
    - History of Design: Local and Global (three credits)
    - Aesthetics of Form and Experience-I (six credits)
    - Gender, Culture and Society (two credits)
    - Research Design and Methods-I (two credits)
    - Rural Studies (two credits)
    - Social Studio-I: Socially Situated Design (six credits)

Discussed at length the proposed restructuring of the MA programme in Social Design. While approving the restructuring, deliberated on the relevance of the nomenclature “Social Design” instead of “Design”. It was argued that there may not be much to gain by adding “Social” to “Design” and it may confuse the potential employers. It was therefore suggested that the generic term




"Design" may be preferred to the more specific "Social Design". However, some arguments were advanced in favour of retaining the focus on "Social". It was argued that globally there has been a shift towards Social Design. With the growth of the Discipline, some specialized areas have developed from within and it is necessary to recognize that. The MA programme at AUD endeavours to create a Design professional with a difference. To call the programme "Social Design" therefore amounts to making a statement. However it was accepted by all that both the generic and the specific components of the programme should be retained. So, on the one hand, the focus on the "Social" may remain, on the other hand, it should not appear that the students are forfeiting the larger field of Design.

After this discussion, the Council approved the restructuring of the MA programme in Social Design and suggested that the question of the nomenclature should be referred to the committee to examine the existing nomenclature of the academic programmes (under item 6.13).

After the above deliberations, the Council approved the addition of new courses to the MA programme in Economics, the addition of Dissertation component to the MA programme in English, introduction of first semester courses to the MA programme in Education (ECCE), introduction of the third semester courses in the MA programme in Social Design, and introduction of the first semester courses in the revised MA programme in Social Design.

The programmes as approved by the AC, vide **Appendix -4**.

**Item 6.6:** To consider the minutes of the Standing Committee Research (SCR) held on (a) 23 April 2014 (b) 28 April 2014, and (c) 20 May 2014

**Resolution 6. 6**

The Council considered and approved the recommendations of the Standing Committee Research (SCR) on the following:

Approved the Ph.D programme offered by the School of Culture and Creative Expressions (SCCE). However, it was suggested that the Ph.D document may be reformulated in such a way that its generic mainstream character gets highlighted. This can be done by portraying the three separate documents (Final Reflective Essay, Research Documentation, and *Gestalt*) as three connected components of a single thesis. Thus, the document should focus on what the Ph.D programme at SCCE shares in common with other Ph.D programmes even as it highlights the distinctive features of the Ph.D programme at SCCE.

The programmes as approved by the AC, vide **Appendix -5**.



- Item 6.7: To consider the minutes of the meeting of the Standing Committee on Student Affairs (SCSA) held on 29 May 2014 with regard to the Attendance Policy to be implemented by the School of Undergraduate Studies (SUS) and the School of Human Studies (SHS) w.e.f. the academic year 2014-15

Resolution 6.7

Resolved to accept the recommendations of the SCSA on the Attendance Policy to be adopted by the SUS and the SHS.

**SUS Attendance Policy as approved is as given below:**

- a. The policy aims to achieve a balance between the need to impress upon the students the importance of attending classes and the need to provide the students an environment where they can develop as mature and autonomous adults. The policy prescribes more stringent measures for Undergraduate students in the first two semesters. As students mature we believe they will be able to recognize the value of attending classes. The graded policy attempts to be more stringent with students making the transition from school to college so that they come to class and benefit from the diverse pedagogical approaches and interesting range of courses offered. As they go to higher levels we visualize that they will no longer need to be penalized for missing class and will come voluntarily and with responsibility. In addition to the grade cuts employed as a penalty for shortage of attendance, faculty may build attendance into assessment situations to create a positive perspective in students to attending and participating in classes.
- b. This policy will come into effect from academic year 2014-15.
- c. Attendance shall be calculated on the basis of the total number of hours of lectures, tutorials, laboratory sessions and any other form of teaching/learning activity that is scheduled as a part of the course.
- d. A student of semester I or II whose attendance in a course is less than 65% but greater than or equal to 50% will have one grade point deducted from his/her final grade in that course.
- e. A student of semester I or II whose attendance in a course is less than 50% will have two grade points deducted from his/her final grade in that course.
- f. A student of semester III or IV whose attendance in a course is less than 50% will have one grade point deducted from his/her final grade in that course.
- g. There will be no deduction in grades for shortfall in attendance for students of Vth or later semesters. However faculty will keep a record of attendance in these semesters. Student attendance will continue to be one of the determinants of decisions regarding fee waivers.



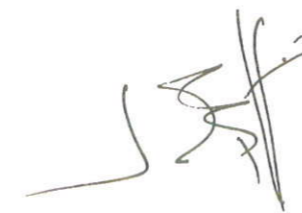
- h. The above penalties shall not apply to courses that a student is repeating or to courses taken over and above the normal course load of 16 credits in each semester.
- i. Apart from these school-wide penalties faculty members would remain free to base assessment components on class participation, as allowed by the Assessment Policy of the university. The assessment policy for each course must be announced in writing at the beginning of the semester.
- j. Exemption from attendance on medical grounds will continue to be granted as per the present rules. The above penalties will be applied on the attendance percentage calculated after applying such exemptions.
- k. The ECA Committee to recommend a set of guidelines for attendance exemptions for students participating in extra-curricular activities.
- l. The attendance policy be reviewed at the end of a period of three years from the date of its coming into effect.

**SHS Attendance Policy as approved is as given below:**

- a. It was decided in the School meeting held on 15/05/14 that a minimum attendance of 65% will be required for every course. This will imply that every course coordinator would closely monitor the students' attendance. Prior to each assessment the attendance will be calculated and only those students who qualify 65% and above will be permitted to submit/sit for their assessment\*.
- b. Apart from the above mentioned clause for minimum attendance, faculty members would remain free to base assessment components on class participation, as allowed by the Assessment Policy of the University. The assessment policy for each course, must however be announced by every teacher at the beginning of the semester.
- c. The attendance policy will come into effect for students seeking admission in SHS MA programmes in Monsoon semester 2014.
- d. School members recommended that the policy and its qualitative impact be reviewed after 2 years from the date of its coming into effect.
- e. A sub-committee in the School has been constituted to look into exceptional and emergency conditions in which a student may not be able to meet the required attendance.

\*(Such a provision may enable students to build on their attendance throughout the semester. For instance, in case a student does not have 65% attendance for the 1<sup>st</sup> assessment, the student can still make up to meet the requisite attendance criteria by the time the next assessment is due. Further, SHS faculty recommended that the first assessment for every course be of minimal weightage, as this would function as an alert for students and also enable them to make-up, as far as possible, during the following assessment situations.)

The report as approved by the AC, vide Appendix -6.





**Item 6.8: To consider the procedure to be adopted for late fee fine and re-enrolling of the de-enrolled students**

**Resolution 6.8**

The Council considered and accepted the recommendations of the SCSA on the de-enrolling and the re-enrolling of the students consisting of the following provisions:

- a) If a student wishes to be considered for re-enrolment again, he/she will submit an appeal for re-enrolment mentioning the reason for non payment of fees to the Dean of the School concerned.
- b) Dean of the School, after examining the appeal in consultation with the Programme coordinator, may send his/her observation with a clear statement whether he/she is recommending the Student's re-enrolment to the Dean, Student Services. If the re-enrolment is being recommended, the Dean will certify that the student has attended classes and participated in assessment situations satisfactorily during the semester in question.
- c) The recommendation forwarded by the Dean of the school for re-enrolment will be examined by the Standing Committee, Student Affairs (SCSA).
- d) If the SCSA considers such an appeal fit for re-enrolment, the student will be re-enrolled after paying a penalty of 25% of the total fee in addition to the outstanding fee to be paid. This will need approval of the Academic Council.

The procedure as approved by the AC, vide **Appendix -7**.

**Item 6.9: To consider and approve the empanelment of experts to be associated with the selection committee for teaching posts under Statute 14(2)(iii)**

**Resolution 6.9**

Considered and approved the confidential list of experts to be associated with the selection committees for teaching posts under Statute 14(2)(iii).

**Item 6.10: To ratify the approval accorded by the Vice-Chancellor of minutes of the meetings of the Standing Committee on Student Affairs (SCSA) held on (a) 21 April 2014, and (b) 7 May 2014**

**Resolution 6.10**

Ratified the approval accorded by the Vice-Chancellor of minutes of the meeting of the Standing Committee on Student Affairs (SCSA) on the following:



- a) The recommendation of the Proctorial Committee with regard to the incident that happened in the campus on 6 March 2014.
- b) Exemption from the mandatory attendance requirement of SBPPSE.
- c) Revised attendance policy of MBA programme.
- d) Imposition of fine for late submission of fees by the Students.
- e) Norms for award of Scholarship by the Schools.
- f) De-enrolment of students for non-payment of fees.

The minutes of the Standing Committee (Student Affairs) as approved by the AC, vide **Appendix -8**.

**Item 6.11 To ratify the action taken by the Vice-Chancellor in approving the MoUs signed between AUD and (a) UNICEF, West Bengal, (b) Yale University, USA, and (c) British Council**

**Resolution 6.11**

Ratified the action taken by the Vice-Chancellor in approving the MoUs signed between AUD and (a) UNICEF, West Bengal, (b) Yale University, USA, and (c) British Council (**Appendix - 9**).

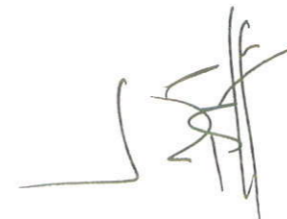
While ratifying the MoUs, it was suggested that the AUD should explore the possibilities of promoting the professional development of the AUD Faculty through faculty exchange programmes, under UKIERI.

**Item 6.12 To ratify the approval accorded by the Vice-Chancellor on the proposed modifications in Academic Calendar**

**Resolution 6.12**

Ratified the approval accorded by the Vice Chancellor on the modifications in the Academic Calendar as listed below:

- a.) The annual convocation day changed from the first Friday of November to the first Saturday of November every year, as students who have graduated and who are working find it more convenient to attend the convocation on a Saturday.
- b) Aud@city, the annual student festival, may be shifted from the first Friday-Saturday to first Saturday-Sunday of November, which will follow the annual convocation ceremony.



- c) The annual Sports Day may be changed from the second Saturday of March to last Saturday of February as the weather is more pleasant/less warm during that period.

**Tabled Item 6.13: To examine the nomenclature of all the academic programmes on offer to ensure compliance with the spirit of Section 22 of the UGC Act**

**Resolution 6.13**

Took cognizance of a letter dated 9 June 2014 (**Appendix-10**) that was received from the Secretary, UGC, , reiterating that all universities must award degrees only as per the list notified under Section 22 of the UGC Act.

Noted the importance of initiating a process through which all academic programmes at AUD could be examined to ensure that they do not deviate from the spirit behind Section 22 of the UGC Act and the National Policy on Education.

In the light of the above, resolved to constitute a Committee to examine the nomenclature of all the academic programmes at AUD, with the following members:

1. Professor A.K.Sharma (Chair)
2. Professor Ashok Nagpal
3. Professor Salil Misra
4. Dr. Asmita Kabra
5. Dr. Praveen Singh - Convenor

The Committee will have the following Terms of Reference (ToR):

- To examine the existing nomenclature of all academic programmes at AUD and to revise it according to the spirit of Section 22 of the UGC Act.
- To suggest steps towards a mainstreaming of the academic programmes to eventually ensure their inclusion in Section 22 of the UGC Act.
- To ensure that the new academic programmes of AUD are included in the UGC NET category.

The meeting ended with a vote of thanks.

  
Registrar

  
Vice-Chancellor