मौलाना आज़ाद नेशनल उर्दू यूनिवर्सिटी مولانا آزاد نیشنل اُردو یونیورسٹی
MAULANA AZAD NATIONAL URDU UNIVERSITY
(A Central University established by an Act of Parliament in 1998)
(Accredited with 'A' Grade by NAAC)

School of Computer Science & Information Technology

Attendance of Ist School Board meeting held on 28/11/2015 at 11.30 am in VIP Guest House, MANUU.

The following members were present:

S.No.	Name	Designation	Signature
1.	Prof. Abdul Wahid Dean, School of CS & IT , Professor & Head Deptt. of CS&IT, MANUU	Chairman	
2.	Dr. Brahmjit Singh Professor & Head Center of Computing and Networking National Institute of Technology, Kurukshetra	Member	*Brahmjit 28/11/15*
3.	Dr. K.Vivekanandan Professor, Department of Computer Science & Engineering, Pondicherry Engineering College, Puducherry	Member	*28/11/15*
4.	Prof. P.R.K. Murthy Rtd. Professor, HCU Hyderabad	Member	*P.R.K. Mu... 28/11/15*
5.	Prof. Salma Ahmed Farooqui Director, H.K. Sherwani Centre for Deccan Studies, MANUU	Member	*Salma Ahmed Farooqui 28.11.15*
6.	Prof. Syed Najamul Hasan Professor, Department of Mathematics, MANUU	Member	*28/11/15*
7.	Dr. Pradeep Kumar Associate Professor, Deptt. of CS & IT	Member	*28/11/15*
8.	Mr. B. Kotaiah Assistant Professor, Deptt. of CS&IT	Member	*Kotaiah 28/11/15*

28.11.2015

Dean, School of CS & IT

AGENDA OF THE 1ST MEETING OF THE SCHOOL BOARD OF SCHOOL OF COMPUTER SCIENCE & INFORMATION TECHNOLOGY SCHEDULED TO BE HELD ON SATURDAY, THE 28TH NOVEMBER, 2015 AT 11:30 AM AT UNIVERSITY GUEST HOUSE, MANUU CAMPUS, HYDERABAD

Items for Consideration

1.1   Discuss and confirmation of the minutes of 8th Meeting of the Board of Studies (BOS) held on 03-10-2015 at 11.30am in VIP Guest House, MANUU:

The minutes of the 8th Board of Studies (BOS) Meeting on 03-10-2015 are placed as Annexure–I (Page No. 1-3)

1.2   To approve the Promotion Policy:

Ratification of Promotion policy for UG and PG program including provision of carrying maximum back papers, maximum attempts to write back-papers, status of Ex-students, Year-back, Detained and promoted to next semester in an academic year

1.3   To approve the Lab Establishment:
Establishment of Research & Development Lab and CISCO Network Lab in the School of CS&IT

1.4   Provision to pursue PhD for faculty members in Deptt. of CS&IT:
To discuss & approve the provision of pursuing PhD for regular full-time faculty members in Deptt. Of CS&IT

1.5   Establishment of Departmental Library:
To approve the Establishment of Library in the Department of CS&IT

1.6   Establishment of Training & Placement Cell:
To approve the Establishment of Training & Placement Cell in the School

Any other Agenda items

مولانا آزاد نیشنل اُردو یونیورسٹی

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School of Computer Science &Information Technology
Ist School Board Meeting: Minutes of the Meeting

A meeting of the School Board of Computer Science & Information Technology held on 28-11-2015, Saturday at 11.30 am in VIP Guest House, MANUU.

The following members attended the meeting:

S.No.	Name	Designation
1.	Prof. Abdul Wahid Dean, School of CS & IT , Professor & Head Deptt. of CS&IT, MANUU	Chairman
2.	Dr. Brahmjit Singh, Professor & Head Center of Computing and Networking National Institute of Technology, Kurukshetra	Member
3.	Dr. K.Vivekanandan Professor, Department of Computer Science & Engineering, Pondicherry Engineering College, Puducherry	Member
4.	Prof. P.R.K. Murthy Rtd. Professor, Department of Computer Science, HCU Hyderabad	Member
5.	Prof. Salma Ahmed Farooqui Director, H.K. Sherwani Centre for Deccan Studies, MANUU	Member
6.	Prof. Syed Najamul Hasan Professor, Department of Mathematics, MANUU	Member
7.	Dr. Pradeep Kumar Associate Professor, Deptt. of CS & IT	Member
8.	Mr. B. Kotaiah Assistant Professor, Deptt. of CS&IT	Member

At the outset, the Chairman extended a cordial & warm welcome to all the Members of School Board.

Being, a first meeting of the school, the chairman introduced about the University and school of CS&IT. It is also informed to the members that School of Computer Science & Information Technology was established in year 2014 and presently the Department of Computer Science &IT is associated with School. The School is running research, post-graduate and under graduate programs.

The agenda items were discussed thoroughly and resolved as follows:

1.1 **Minutes of 8th Meeting of BOS:** The board members discussed the minutes of 8th meeting of the Board of Studies (BOS) held on 03-10-2015 with the following suggestions corresponding to Item No. 8.01 described as below:

a) Item No. 8.01: Nomenclature and Renaming of the Program: In view of AICTE approval of B.Tech in Computer Science from academic year 2015-2016, Department of CS&IT proposed nomenclature as B.Tech.(Computer Science) Four Years/ 8 Semester regular program instead of Integrated B.Tech.-M.Tech in Computer Science, 6 years.

b) The candidates admitted in academic year **2013-14, 2014-15 & 2015-16** for Integrated B.Tech.-M.Tech.(Computer Science), shall have a choice to join regular two year full time program M.Tech. in Computer Science conducted by the department of CS&IT, after successful completion of B.Tech. (CS) with minimum required CGPA & without any back-logs/arrears at the time of admission for M.Tech (CS) Ist year. However, classes of Integrated B.Tech-M.Tech can be merged with students of regular M.Tech (CS) run by the department.

c) The candidates of Integrated B.Tech.-M.Tech (Computer Science) batches 2013-14, 2014-15 & 2015-16 shall be allowed to exit after completion of successful four years with minimum required CGPA 5.0 of said program if students desire so. All such students who exit after completion of four successful years with required CGPA shall be awarded B.Tech degree in Computer Science by the University.

Other agenda items of 8th BOS meeting were discussed & resolved as it is.

1.2 **Promotion policy in School of CS&IT:** The board members resolved the promotion policy for all programs in the School including provision of carrying maximum back papers, maximum attempts to write back-papers, status of Ex-students, Year-back, detained and promoted to next semester in an academic year. Annexure –II.

a) A candidate shall be allowed to continue the programme provided he/she maintains a CGPA of 5.0 both in all theory and lab courses at the end of the even semesters (e.g. 2nd, 4th and 6th etc. for the academic programmes). Otherwise, the candidate shall remain in the same year till he/she maintains the required CGPA as 5.0.

b) A candidate shall have to re-appear in semester examination of the courses with Fail/Absent grade (as per Grade Assignment Table in section 5 of Annexure-II), as and when the same course is offered during regular course of study. Such students shall retain their internal/sessional marks.

c) Attendance requirement for appearing in End Semester Examination of each of the semesters shall be 75%. Otherwise the student will be detained and shall not be allowed to appear in end semester examination. However, students having attendance from 65% to 75% may be allowed by a special permission from the Dean, school of CS&IT after showing the certified proofs with valid reasons for medical, sports, extra-curricular activities etc.

d) A student who has been detained due to shortage of attendance shall not be allowed to be promoted to next semester and he/she will be required to repeat only those courses where the student could not make up required 75% attendance in a semester. That is, attendance of a student shall be considered course-wise and if any student fails to maintain minimum criteria of 75% attendance in a course then he/she will be detained in that particular course only and all such students will have to reappear for that course(s) and also attend the class of that particular course with the next batch of students of said semester.

e) Further, if a student who has been detained due to shortage of attendance in more than one course in a semester and due to that he/she is not able to maintain minimum criteria of required CGPA 5.0 as mentioned in clause 1.2(a), then such student will be detained in entire semester and shall have to attend regular classes of all courses in next academic year of said semester.

f) Maximum three attempts including main exam (main exam + two backlogs) shall be provided to all students to clear his/her backlogs/arrear in order to get promoted in next year/semester. That is, maximum two academic years are permissible for a student for the completion of the academic programme/course. In no situation a

student will be allowed to take more than two academic years, for any reason whatsoever, including for the reasons of detention for shortage of attendance or deficiency of CGPA during the whole term of completion of the course/programme.

g) A student who has already availed two additional academic years to clear his/her backlogs/arrears in order to be eligible for the Degree in stipulated time period, will not get any further chance and therefore admission of such student(s) would be automatically stand cancelled.

h) The School shall allow additional two years (4 semesters) as programme span for all academic programmes. That is, maximum time for completion of an academic program shall be additional two years /four semesters. For example, if any programs such as B.Tech (CS) run by the school of 4 years duration can be completed in maximum 6 years /12 semesters.

1.3 **To approve the Lab Establishment:** The board members resolved the Establishment of Research & Development Lab with minor modification that name of CISCO Network Lab should be renamed as Advanced Networking Lab in the Department of CS&IT.

1.4 **Provision to pursue PhD for faculty members in Deptt. of CS&IT:** The board members discussed & resolved the provision to pursue PhD for faculty members in Department of CS&IT and recommended as:

a) Internal faculty members (faculty of CS&IT Department) may be allowed to pursue regular PhD / Part-time PhD from MANUU or any other University in India as per the rule of the University (MANUU).

b) Internal faculty members may also be allowed to pursue part-time PhD from any other University provided the concerned faculty is taking his/her teaching load in the department without any adjustment.

c) Internal faculty members may be allowed to pursue part-time PhD within the school. However, the faculty member will have to complete his/her course work with regular research scholars within stipulated time frame.

1.5 **Establishment of Departmental Library:** The board members discussed the necessity of departmental library and resolved the issue of setting up of a new departmental library along with Digital Library in the School so that faculty, students & research scholars can utilize the resources locally & optimally. Annexure –III

1.6 **Establishment of Training & Placement Cell:** The board members discussed & resolved the issue of establishment of Training & Placement Cell in the School. The board members unanimously appreciated the initiatives taken by the School of CS&IT for off-campus placement drive/job fair where 72 students of MANUU were placed in different companies from different stream of UG & PG programme. Annexure –IV.
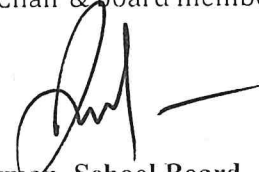
Other Agenda items discussed:

a) The board members suggested & recommended that joint supervisor/co-guide need to be encouraged for PhD research scholars from outside the MANUU (from reputed Universities/Organizations like IITs, NITs, DRDO, IISc and other premier institutions & industry of the country & abroad).

b) The board members suggested to review & modify the syllabus of physics & chemistry for B.Tech Ist year students wef next academic year.

c) The Board members discussed and strongly recommended that M.Tech in (Computer Science) being a research oriented program where one complete academic year is devoted to research work, should be treated as par & equivalent to M.Phil program in all respects.

d) The board members discussed & felt the necessity of conducting supplementary exams particularly for final year students of B.Tech, MCA & M.Tech so that passing out students can appear/join the on/off campus placement opportunities if arises so without waiting for clearing arrears.

e) The Board members discussed the need of counsellor in the school and recommended that every faculty must be assigned 20-students as student-mentor to discuss, counsel, help & address personnel & social grievances of the students (if any) at an regular interval of time and that must be recorded as well.

f) The Board members discussed and recommended unanimously that School of Computer Science &IT must have or purchase **Anti Plagiarism Software** in order to maintain the quality of research work carried out by the students & faculty of CS&IT department leading to file the copy-right and maintaining Intellectual Property Rights (IPR) of individuals as per global needs & standards.

g) One suggestion was received from one of the external member Professor K. Vivekananda that "**following point may please be considered in the department when the projects are chosen. The projects of the students from M.Tech and B.Tech may be encouraged to take projects concerning the Urdu language processors, Urdu ontology, Urdu Search engines and Urdu translators**".

The meeting ended at 1:30 PM with a vote of thanks to the Chair & board members.

Chairman, School Board
School of Computer Science & IT