



No.: Dean(Acad)/IAAC/ 15 /2019-20

Date: 27/09/2019

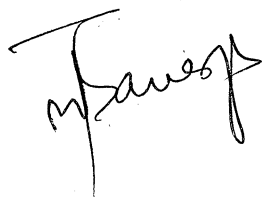
**Minutes of 41st meeting of the Institute Academic Advisory Committee
(IAAC) held on September 26, 2019**

Following members were present at the meeting on September 26, 2019:

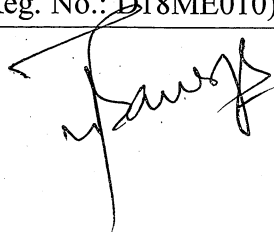
Sr. No.	Name	Designation
1	Dr. S. R. Gandhi	Director
2	Dr. P. L. Patel	Deputy Director
3	Dr. K. D. Yadav	I/c. Registrar
4	Dr. Jyotirmay Banerjee	Dean (Academic)
5	Dr. V. H. Pradhan	Dean (Student Welfare)
6	Dr. R. Venkata Rao	Dean (Faculty Welfare)
7	Dr. G. J. Joshi	Dean (P & D)
8	Dr. A. A. Shaikh	Dean (R & C)
9	Dr. P. V. Timbadiya	Dean (A & RG)
10	Dr. H. R. Jariwala	Asso. Dean (Academic)
11	Dr. J. K. Parikh	Asso. Dean (R & C)
12	Dr. Vipul Kheraj	Asso. Dean (Faculty Welfare)
13	Dr. H. G. Patel	Asso. Dean (Students Welfare)
14	Dr. M. Mansoor Ahammed	Head, CED
15	Dr. Shailendra Kumar	Head, MED
16	Dr. S. N. Sharma	Head, EED
17	Dr. A. D. Darji	Head, ECED
18	Dr. M. Mukhopadhyay	Head, CHED
19	Dr. M. A. Zaveri	Head, COED
20	Dr. Y. D. Patil	Head, AMD
21	Dr. B. Z. Dholakiya	Head, ACD
22	Dr. A. K. Rai	Head, APD
23	Dr. Sushil Kumar	Head, AMHD
24	Dr. C. D. Modhera	Prof. I/c. SC/ST CELL
25	Shri Amit C. Patel	I/c. Dy. Registrar (Academic)

Item: 1	To confirm minutes of the 40 th meeting of IAAC held on July 05, 2019.
Res. 1	The minutes of 40 th meeting of IAAC is conformed.
Item: 2	To discuss and finalize the procedure and schedule for conducting comprehensive examination for Ph. D. students after completion of their 16 credits.
Res. 2	After deliberation the following resolutions were adopted: a) The comprehensive examination for Ph. D. students will be conducted by each department during 3 rd week of January and 3 rd week of July. b) The syllabus for the comprehensive examination can be prepared

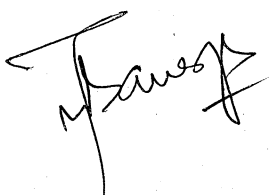
	<p>section specific, including fundamental subjects, and will be approved by the DAAC and uploaded to institute website on or before 4th Nov. 2019.</p> <p>c) The question paper for the written test will be of 150 marks; out of which student will have to attempt for 100 marks.</p> <p>d) The panel of two experts for paper setting, evaluation and viva-voce as per the Ph. D regulations will be appointed for each semester by the Head of Department.</p> <p>e) Students are required to obtain 60% marks in written test and 60% in the viva-voce examination for qualifying.</p>
Item: 3	To discuss and ratify the minutes of meeting (Ref. No. Dean (Acad)/2495/2019-20 dated 11.09.2019) for tuition fee from SC/ST students of M. Tech. and Ph. D who receive fellowship, in view of the Audit objection raised by Indian Audit & Accounts Department, vide letter Inward No. K.L.P. (Vyay)/FN/SVNIT/ow-30 dated 12.04.2019.
Res. 3	The minutes of meeting (Ref. No. Dean (Acad)/2495/2019-20 dated 11.09.2019) for tuition fee from SC/ST students of M. Tech. and Ph. D who receive fellowship is ratified by the members. In addition, Prof. Incharge SC/ST cell of the institute was invited for discussion on payment of tuition fee from students of other category. It was resolved that tuition fee be collected from all SC/ST students of M. Tech. and Ph D. This matter will be put forth for discussion in ensuing Finance Committee and BOG.
Item: 4	To discuss and ratify the decision taken vide letter Inward No. DEAN(ACAD)/2491/2019-20 dated 06.09.2019 for conducting separate classes for those students of 2 nd and 3 rd year who have registered for department specific equivalent courses in 1 st year as per the revised curriculum or some courses in 1 st year which are not offered in current semester and there is a clash in time table.
Res. 4	Members approved the decision taken vide letter Inward No. DEAN(ACAD)/2491/2019-20 dated 06.09.2019.
Item: 5	To discuss and finalize the schedule, checklist and panel of experts for Peer Review of the academic programs on 18-19 th Oct 2019 and recommend for approval of ensuing Senate meeting.
Res. 5	Members approved the schedule, checklist and panel of experts (attached in ANNEXURE) for Peer Review of the academic programs on 18-19 th Oct 2019.
Item: 6	To consider the recommendation of 43 rd meeting of DAAC, Mechanical Engineering Department held on July 15, 2019 for inducting Dr. M. K. Rathod as Supervisor of Ph.D student Mr. M. B. Maisuria (Reg. No.: DS13ME007), who joined PhD under Dr. M. K. Bhatt, Ex-Asso. Professor in Mechanical



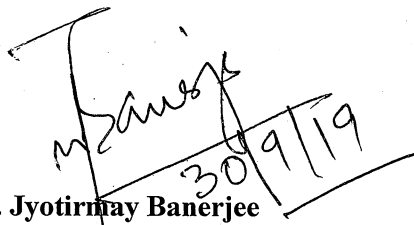
	Engineering Department.															
Res. 6	Approved															
Item: 7	To consider the recommendation of 43 rd meeting of DAAC, Mechanical Engineering Department held on July 15, 2019 to change category of PhD student Mr. Hiren Dave (Reg. No.: D14ME005) who is pursuing PhD under Dr. B. M. Sutaria, Asso. Professor, Mechanical Engineering Department from Full-time Institute Research Scholars (FIR) to Full-time Self-Financed candidate (FSF)															
Res. 7	Approved															
Item: 8	To consider the recommendation of 44 th meeting of DAAC, Mechanical Engineering Department held on August 14, 2019 regarding extension of thesis submission of Ph.D student Mr. Tejendrakumar Bhanabhai Patel (Reg. No.: DS12ME009) who is pursuing PhD under Dr. A. D. Parekh, Asso. Professor, Mechanical Engineering Department.															
Res. 8	Approved															
Item: 9	To consider the recommendation of 44 th meeting of DAAC, Mechanical Engineering Department held on August 14, 2019 to change category of PhD student Mr. Parth D. Shah (Reg. No.: DS14ME004) who is pursuing PhD under Dr. S. A. Channiwala, Professor, Mechanical Engineering Department from Full-time Institute Research Scholars (FIR) to Part-time Project Staff (PPS).															
Res. 9	Approved															
Item: 10	To consider the recommendation of 44 th meeting of DAAC, Mechanical Engineering Department held on August 14, 2019 regarding allotment of supervisors for Ph. D students of Prof. S A Channiwala (as proposed by Prof. S A Channiwala)															
	<table border="1"> <thead> <tr> <th>Name of Students</th> <th>Roll No.</th> <th>Name of Supervisor</th> </tr> </thead> <tbody> <tr> <td>Parth D. Shah</td> <td>DS14ME004</td> <td>Dr. R. D. Shah</td> </tr> <tr> <td>Hemani Vaidya</td> <td>D15ME008</td> <td>Dr. M. K. Rathod</td> </tr> <tr> <td>Dave Priyank</td> <td>D16ME009</td> <td>Dr Jigisha Parikh (CHED)</td> </tr> <tr> <td>Maitrik Shah</td> <td>DS14ME001</td> <td>Dr. Beena Baloni</td> </tr> </tbody> </table>	Name of Students	Roll No.	Name of Supervisor	Parth D. Shah	DS14ME004	Dr. R. D. Shah	Hemani Vaidya	D15ME008	Dr. M. K. Rathod	Dave Priyank	D16ME009	Dr Jigisha Parikh (CHED)	Maitrik Shah	DS14ME001	Dr. Beena Baloni
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Maitrik Shah	DS14ME001	Dr. Beena Baloni														
Res. 10	Approved															
Item: 11	To consider the recommendation of 44 th meeting of DAAC, Mechanical Engineering Department held on August 14, 2019 to approve Dr. M. H. Bade, Asst. Professor, Mechanical Engineering Department, as Co-Supervisor of Mr. Dokiparh Satish (Reg. No.: D18ME010), who is pursuing PhD under Dr. A. V.															

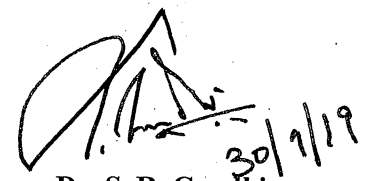


	Doshi, Asst. Professor, Mechanical Engineering Department.
Res. 11	Approved
Item: 12	To consider the recommendation of 56 th meeting of DAAC, Chemical Engineering Department held on June 13, 2019 to approve Dr. J. K. Parikh, Professor, Chemical Engineering Department, as Co-Supervisor of Mr. Sandip Derle (Reg. No.: D18CH007), who is pursuing Ph.D under Dr. P. A. Parikh, Professor, Chemical Engineering Department.
Res. 12	Approved
Item: 13	To consider the recommendation of 74 th meeting of DAAC, Applied Chemistry Department held on August 30, 2019 regarding extension of thesis submission of Ph.D student Mr. Dharmeshkumar Lathiya Ranchhodbhai (Reg. No.: DS14CY001) who is pursuing PhD under Dr. Kalpana Maheria, Asso. Professor, Applied Chemistry Department.
Res. 13	Approved
Item: 14	To consider the recommendation of 74 th meeting of DAAC, Applied Chemistry Department held on August 30, 2019 regarding extension of thesis submission of Ph.D student Mr. Jenifer Gabla Jehanbux (Reg. No.: DS14CY002) who is pursuing PhD under Dr. Kalpana Maheria, Asso. Professor, Applied Chemistry Department.
Res. 14	Approved
Item: 15	To consider the recommendation of 74 th meeting of DAAC, Applied Chemistry Department held on August 30, 2019 to change category of PhD student Mr. Muzammil Y. Kuddushi (Reg. No.: D17CY002) who is pursuing PhD under Dr. Naved Malek, Asso. Professor, Applied Chemistry Department from Full-time Self-Financed candidate (FSF) to Part-time Project Staff (PPF).
Res. 15	Approved
Item: 16	To consider the recommendation of 74 th meeting of DAAC, Applied Chemistry Department held on August 30, 2019 to change category of PhD student Mr. Jyotsnamayee Nayak (Reg. No.: D17CY002) who is pursuing PhD under Dr. Rajendar Kumar, Asst. Professor, Applied Chemistry Department from Full-time Self-Financed candidate (FSF) to Part-time Project Staff (PPF).
Res. 16	Approved
Item: 17	To consider the recommendation of meeting of DAAC, Computer Engineering Department held on September 09, 2019 to approve Dr. Chiranjoy Chattopadhyay, Asst. Professor, Computer Science and Engineering Department, Indian Institute of Technology Jodhpur as Co-Supervisor of Mr. Gaurav Buddhawar (Reg. No.: D18CO005), who is pursuing PhD under Dr. K. N. Jariwala, Asso. Professor, Computer Engineering Department.



Res. 17	Approved
Item: 18	To consider the recommendation of 45 th meeting of DAAC, Electrical Engineering Department held on September 24, 2019 to change category of PhD student Mr. V. V. Dhimin (Reg. No.: DS14EL004) who is pursuing PhD under Dr. V. A. Shah, Professor, Electrical Engineering Department and Dr. Makrand M. Lokhande, Ex-Asst. Professor, Electrical Engineering Department from Full-time Institute Research Scholars (FIR) to Part-time External candidates (PEC).
Res. 18	Approved
Items from Chair	
Item: 19	To consider the recommendation of 45 th DAAC of Electrical Engineering department for beginning of new M. Tech. program in "Instrumentation and Control" in view of their compliance as per the requirement of 42 nd Senate Meeting.
Res. 19	The Item is noted and forwarded to Senate for discussion.
Item: 20	To consider the recommendation of Chairman DAAC of Civil Engineering and Applied Mechanics department for beginning of new M. Tech. program in "Construction Technology and Management" in view of their compliance as per the requirement of 42 nd Senate Meeting.
Res. 20	The Item is noted and forwarded to Senate for discussion.


Dr. Jyotirmay Banerjee
 Dean(Academics)
 Member Secretary, IAAC


Dr. S. R. Gandhi
 Director
 Chairman, IAAC

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 members of Institute Academic Advisory Committee (IAAC) through e-mail

ANNEXURE

<i>Schedule for Academic Audit during 18th-19th October, 2019</i>	
(Day 1) 18th October 2019 :	
9:30 AM - 10:00 AM	Meeting of the committee members with the Director and Dean (Academic) to finalize the Schedule and report format.
	Experts Proceed to Respective Departments
10:00 AM - 11:00 AM	Presentation by the HoD
11:00 AM - 11:30 PM	TEA BREAK
11:30 AM - 12:30 ⁰ PM	Interaction with PG and Ph D Students
12:30 PM - 01:30 PM	Interaction with UG Students
01:30 PM - 02:30 PM	LUNCH
02:30 PM - 04:00 PM	Laboratory Visit and Interaction with Research/laboratory Staff
04:00 PM - 04:30 PM	TEA BREAK
04:30 PM - 05:30 PM	Demonstration of sample UG projects, PG dissertations and Ph D thesis, publications and other student achievements
(Day 2) 19th October 2019 :	
10:00 AM - 12:30 PM	Discussion on curriculum, Teaching, Learning and Evaluation Methods (sample question paper and answer sheets)
12:30 PM - 01:30 PM	Interaction with Faculty members
01:30 PM - 02:30 PM	LUNCH
02:30 PM - 05:00 PM	Report Writing
05:00 PM - 05:30 PM	EXIT MEETING

Broadly the committee will look into the UG, PG programmes in terms of Curriculum, Teaching, Learning, Evaluation and Laboratory infrastructure. The committee will also examine the relevance and areas of research, publications, innovations and doctoral evaluation. In this process; committee will evaluate the quality and achievements of faculty and students.

Academic Audit

Name of the Department:

Name of Head of the Department:

Contact detail of Head of the Department:

Name, Designation and Contact detail of the Academic Audit Expert 1:

Name, Designation and Contact detail of the Academic Audit Expert 1:

Items/Particular	Verify (Y/N)	Comments	Suggestion for Improvement
1. Curriculum			
Availability of Vision, Mission, PEO, POs & COs			
Process of defining Vision, Mission, PEOs, POs & COs.			
Vision, Mission, PEO, POs & COs are disseminated			
Curriculum revision involving stake holders			
Date of implementation of Existing curriculum			
Steps followed in designing syllabus and curriculum			
Structure of the curriculum (Is it balanced)?			
Adherence to Academic Calendar			
Guidelines on system of attendance monitoring are adhered.			
Pedagogical Initiatives			
Teaching learning activities includes HoTS, use of ICT tools, classroom assessment techniques etc. (based on observations and discussion with faculty members / area head / HoD).			
Process existence to support weak students and encourage bright students.			
Dept. follows student counselling and mentoring process appropriately.			
Process to ensure questions from outcomes/learning levels perspective			
Evidence of COs coverage in tests/ mid-term tests			
Quality of Assignment and its relevance to COs			
Student projects/dissertation related to Industry			
Project monitoring and evaluation (Use of Rubrics)			
Quality of completed projects/working prototypes			
Evidences of papers published /Awards received by projects etc.			
Industry supported laboratories			
Industry involvement in the program design and Curriculum			
Industry involvement in partial delivery of any regular courses for students			
Industrial training/tours for students.			
Dept. arranges industrial visits / expert lectures in a planned manner and are relevant to the discipline.			
Industrial internship /summer training of more than two weeks and post training Assessment			

Ph. D awarded			
No of Book published			
Funded Sponsored Research Project cumulative amount > 50 lakhs			
Development of product/patent obtained			
Consultancy amount > 10 lakhs			
Provision of visiting faculty/ Nos			
4. Infrastructure			
No. of class rooms			
No. of tutorial rooms			
No. of laboratories (Adequate as per the curriculum)			
Availability of adequate and qualified technical supporting staff			
No. of computers – for faculty members			
No. of computers – for students			
No. of computers – research scholars			
Maintenance and overall ambience			
Safety measures in laboratories			
Exclusive project laboratory and its utilization			