

डॉक्टर हरीसिंह गौर विश्वविद्यालय
DR. HARISINGH GOUR VISHWAVIDYALAYA
(केन्द्रीय विश्वविद्यालय / A Central University)
कार्यालय निदेशक शैक्षणिक गतिविधियाँ
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No./DoAA/2017/ 225

06-07-2017

To,

The Chairman and all Members of
Academic Program Committee
Dr. Harisingh Gour Vishwavidyalaya,
Sagar (M.P.)

Sub: Minutes of 22nd meeting of Academic Program Committee held on 02-07-2017.

Madam/Sir,

The minutes of 22nd meeting of Academic Program Committee duly approved by the Chairman are enclosed herewith for your kind perusal and necessary action please.

Thanking You,

By Order,

[Signature]
6/7/17
Assistant Registrar
Academic Affairs

Copy to:

1. Secretary to Hon'ble Vice-Chancellor.

**DOCTOR HARISINGH GOUR VISHWAVIDYALAYA
(A Central University)**



Minutes of 22nd meeting of the Academic Program Committee

- **Date: 02-07-2017**
- **Time: 03:00 PM**
- **Venue: Gour Bhawan, Doctor Harisingh Gour Vishwavidyalaya, Sagar (M.P.)**

Members Present:

- | | |
|----------------------------|---------------------------------|
| 1. Prof. R. P. Tiwari, | Vice Chancellor & Chairman, APC |
| 2. Prof. Archana Pandey | DoFA |
| 3. Prof. A. N. Sharma | Dean, SAS |
| 4. Prof. Sanjay K. Jain | Dean EAT |
| 5. Prof. S. K. Shrivastava | Dean, SCT |
| 6. Prof. G. S. Giri | Dean, SES |
| 7. Prof. J. K. Mishra | Dean, AIS |
| 8. Prof. G. L. Puntambaker | Dean, SCM |
| 9. Prof. J. D. Ahi | Dean, SBS |
| 10. Prof. Nivedita Maitra | Dean, SoL |
| 11. Prof. A. P. Dubey | Dean, HSS |
| 12. Prof. P. P. Singh | DoSA |
| 13. Prof. R. A. Singh | Dean, MPS & DOAA, Convener |

Special Invitees:

- | | |
|--------------------------|--|
| 1. Prof. R. P. Mishra | DPRG |
| 2. Prof. Nivedita Maitra | Registrar |
| 3. Prof. J. D. Sharma | Department of Criminology & Forensic Science |
| 4. Prof. R. K. Trivedi | Department of Applied Geology |
| 5. Prof. Subhodh K. Jain | DCDC |
| 6. Dr. S. P. Gadewar | I/c Controller of Examinations |

Leave of absence:

1. Prof. S. P. Vyas
2. Prof. M. S. Tiwari
3. Prof. G. S. Tewari
4. Prof. H. Thomas

The Chairman welcomed all members.

S. K. Jain

PART-I: CONFIRMATION OF MINUTES

APC:22:1(1): To consider the minutes of 21st meeting of the Academic Program Committee held on 21.03.2017 and action taken report thereof

The minutes of 21st meeting of APC were circulated and no comments were received, therefore, the minutes may be confirmed. The action taken report is annexed.

Resolution: The APC confirmed the minutes of its 21st meeting and noted the action taken report thereof.

PART-II: ITEM FOR INFORMATION

APC:22:2(1): List of journals submitted by the University to the UGC

The journals approved by the UGC shall be used for the purpose of Career Advancement Scheme (CAS) and Direct Recruitment of Teachers and other academic staff as required under the University Grants Commission (Minimum Qualifications for Appointment of Teachers and other Academic Staff in Universities and Colleges and Measures for the Maintenance of Standards in Higher Education) (4th Amendment), Regulations, 2016.

Universities were to recommend inclusion of additional peer-reviewed journals that were not listed in the UGC list through a University Level Academic Journal Expert Committee. Accordingly, the Committee has uploaded **887** Journals on the UGC Website.

The matter is placed before the Committee for information.

Resolution: The APC noted the information and desired that office of Director Academic Affairs shall collect information on journals on periodical basis and will maintain a database for uploading the same on the UGC website, whenever it is opened in future.

APC:22:2(2): List of books uploaded on the University website (to be read with item no. APC: 22:3(3))

Text/Reference Books published by the International, National and Local Publishers with ISBN / ISSN number as approved by the University has to be uploaded on the University website, which shall be used for computation of API score under clause III (B) of category

III: Research and Academic Contributions. Accordingly, after approval of the Competent Authority, the list of books and chapters as summarized below has been uploaded on the University website:

Description		Books	Chapters
International Publication	Category – A	16	21
	Category – B	-	-
National Publication	-	06	12
Local Publication	-	69	175

The matter is placed before the Committee for information.

Resolution: Resolution is at item No.APC:22:3(3).

APC:22:2(3): **List of Ph. D. Scholars uploaded on the University website and forwarded to the UGC**

In compliance of the UGC letters dated 9th March, 2017, 16th May and 12th June, 2017; the University has uploaded the data pertaining to current Ph.D. Scholars on the University website and the same has been forwarded to the UGC also.

The matter is placed before the Committee for information.

Resolution: The APC noted the information and desired that office of DoAA should update this information periodically.

APC:22:2(4): **Notification issued for commencement of classes from 05-07-2017 for 3rd, 5th, 7th, and 9th semester students and from 12-07-2017 for 1st semester students**

A notice dated 23-06-2017 regarding commencement of classes from 5th July, 2017 for 3rd, 5th, 7th, 9th semesters and from 12th July, 2017 for 1st Semester has been issued by the DoAA Office.

The matter is placed before the Committee for information.

Resolution: The APC noted the information.

PART-III: ITEMS FOR RATIFICATION

APC:22:3(1): **Change of Supervisor of Ms. Ruby Pandey, Ph.D. Research Scholar.**

The DPGC of Department of Hindi has changed the supervisor of Ms. Ruby Pandey, Ph.D. Research Scholar from Prof. Virendra

Mohan to Dr. Rajendra Yadav.

The matter is placed before the Committee for ratification.

Resolution: The APC resolved to ratify the decision of DPGC.

APC:22:3(2): **Cancellation of registration of Ph. D. scholars**

The registrations of following Ph.D. scholars have been cancelled for various reasons:

S. No.	Name of Student	Department	Date of Cancellation	Reason
1	Mr. Prashant Kumar Mishra	Physics	26.05.2017	On his own request
2	Mr. Mrinal Kasyap	Criminology & Forensic Sc.	01.06.2017	On his own request
3	Mr. Amit Dadarya Gupta	Biotechnology	16.06.2017	On his own request
4	Mr. Vinod Kumar Sahu	Chemistry	21.04.2017	On his own request
5	Mr. Rahul Yadav	Chemistry	01.03.2017	On his own request
6	Mr. Saurabh Kumar Chhonker	Zoology	29.12.2014	On his own request
7	Ms. Pragya Sharma	Pharmaceutical Sciences	30.06.2017	Unauthorized absent

The matter is placed before the Committee for ratification.

Resolution: The APC resolved to ratify the cancellation of registration of above Ph. D. Scholars.

APC:22:3(3): **To consider criteria of publishers such as International, National or Local**

The University Level Books Expert Committee constituted vide office order No. DoAA/2017/149 dated 15-05-2017 met on 16-05-2017, 05-06-2017 and 19-06-2017 and recommended the following criterion of the publishers:

1. International Publication:
 - a) A book published by the applicant from a publisher in a country other than India or
 - b) A book published by the applicant from a publisher having 'registered office' in India and also at least in one other country.
2. National Publication: A book published by the applicant from a publisher having registered office in at least two states of India.
3. Local Publication: A book published by the applicant from a publisher having registered office only in one State in India.

The above criterion was approved by the competent authority and notified vide letter No. DoAA/2017/204 dated 23-06-2017.

The matter is placed before the Committee for ratification.

Resolution: After detailed deliberation, the Committee resolved that the notification issued by the office of DoAA No.DoAA/2017/204 notifying the criteria of publishers such as International, National and Local Publishers may be revised as under in case of 1(b) and 2:

1(b) A book published by an applicant from a publisher having office in other country.

2) A book published by an applicant from a publisher having office atleast two states in India.

APC:22:3(4): Fee of M. Com. program for the session 2017-18

The Fee for UG, PG and Ph.D. Programs for the session 2017-18 was notified vide notification No. DoAA/2017/56 dated 09-03-2017 but did not contain the Fee of M.Com. program. The same has been notified vide notification No. DoAA/2017/209 dated 23-06-2017.

The matter is placed before the Committee for ratification.

Resolution: The APC resolved to ratify the notification No. DoAA/2017/209 dated 23-06-2017 issued by the office of DoAA.

APC:22:3(5): Reservation of seats for Persons with Disability (PwD) (to be read with item no.APC: 22: 4(1))

In compliance of the Rights of Persons with Disabilities Act – 2016, the seats for Persons with Disability have been reserved and increased from 3% to 5%. The same has been notified vide notification No./Admission Cell/2017/1256 dated 28.06.2017 by the Admission Cell.

The matter is placed before the Committee for ratification.

Resolution: The APC ratified the notice No./Admission Cell/2017/1256 dated 28.06.2017 issued by the Admission Cell.

APC:22:3(6): Syllabi submitted by the Departments

All the departments had presented the syllabi of the programs run by

them, in the 14th meeting of the Academic Council held on 28th & 29th April, 2017. The Academic Council desired that the pattern of syllabi across the University should be uniform and to ensure the same has appointed two University Level CBCS Coordinators. Accordingly, the Departments in consultation with the University Level CBCS Coordinators have submitted the syllabi.

The matter is placed before the Committee for ratification.

Resolution: The APC resolved that the syllabi should be authenticated by the Chairman, Board of Studies on each page and shall be forwarded by the Chairman, School Board. The syllabi shall be ratified in the next meeting of the BoS and School Board.

The Committee further resolved that Open Elective Courses shall be offered in 2nd and 3rd semesters. The Director Academic Affairs will devise a mechanism for opting the Open Elective courses in the 4th semester by the students who are now in 3rd semester.

The list of Open Elective courses shall be compiled by the office of Director Academic Affairs and shall be circulated to all the departments for opting by the students. The Option form shall provide at least seven options out of which student will choose one. An elective chosen by less than 10 students shall not be offered.

PART-IV: ITEMS FOR ADOPTION

APC:22:4(1): Reservation of seats for Persons with Disability (PwD)

The Rights of Persons With Disabilities Act, 2016 has been notified in the Gazette of India dated 28 Dec, 2016. According to clause 32 (1) of the Act, "All Government institutions of higher education and other higher education institutions receiving aid from the Government shall reserve not less than five per cent seats for persons with benchmark disabilities".

The matter is placed before the Committee for adoption.

Resolution: The APC resolved to adopt the Rights of Persons With Disabilities Act, 2016 as notified in the Gazette of India dated 28 Dec, 2016.

PART-V: ITEMS FOR CONSIDERATION/APPROVAL

APC:22:5(1): Percentage formula and conversion table for CGPA awarded to the students admitted to various programs of the University during sessions 2009 to 2012



Regarding conversion of formula from grade point to percentage for the students admitted in the Academic Session 2009 to 2012 under ten (10) point scale, a committee was constituted under the Chairmanship of Prof. A. P. Dubey, Dean HSS and Proctor. The Committee met on 21-04-2017, 26-04-2017 and 20-06-2017 and found that the formula in existence is not proper.

After threadbare discussion, the committee arrived on the conclusion that percentage formula may be devised based on the grade point as mentioned in the Ordinance no. 22 on page no. 87, which was in vogue. Thereafter, the Committee prepared a ready reckoner from grade point to corresponding on a maximum grade point 9 in 10 point scale.

The matter is placed before the Committee for consideration.

Resolution: The Committee after perusal of the conversion formula from grade point to percentage for the students admitted in the Academic Session 2009 to 2012, and detailed discussion, resolved to approve the Conversion Formula and Conversion Table which will be applicable only to the students admitted during the sessions 2009 to 2012. The Committee authorized the Director Academic Affairs to upload the Conversion Formula and Conversion Table on the University website for the benefit of students.

APC:22:5(2): To consider introduction of new programs by the affiliated colleges of the University

The Director College Development Council has sought permission to start new programs B.A. B.Ed., B.Sc. B.Ed., B.Ed. part time, M.Sc. (Forensic Science) by the affiliated colleges, who are affiliated to the University, as an interim measures till the final decision of the Hon'ble Supreme Court of India.

The matter is placed before the Committee for consideration.

Resolution: The APC resolved to constitute a committee under the chairmanship of DOAA and DCDC and Dean of Student's Welfare as members to study the matter in the light of existing provisions in the Act, Statutes, resolutions of Academic Council and Executive Council and the present status of the cases regarding the affiliation in the Hon'ble Supreme Court of India.

APC:22:5(3): Academic Calendar for the affiliated colleges of the University for the Academic Session 2017-18

The Director College Development Council has sought clarification regarding conduct of examination of the affiliated colleges of the University in annual pattern system or semester system.

The matter is placed before the Committee for consideration.

Resolution: The Committee resolved to maintain the status quo in this regard.

APC:22:5(4): Academic Calendar for the University Teaching Departments of the Academic Session 2017-18

The Academic Calendar of the University Teaching Departments is usually prepared on conventional pattern dividing the academic session into two semesters i.e. odd semester from July to December and even semester from January to June. The academic activities for the odd semester are usually conducted properly. However, due to summer vacation, the even semester is very compact. Taking into consideration the mandatory 90 days of teaching in a semester, the end semester examinations for the even semester cannot be conducted prior to 15th of May. Under the circumstances, the conduct of examination and declaration of results get delayed causing hardships to the final semester students, who are seeking admissions or employment.

To overcome, it is desirable to devise the Academic Calendar in such a way, if possible in a multi step manner, so that above situation could be avoided.

The matter is placed before the Committee for consideration

Resolution: The APC after detailed deliberation resolved to constitute a committee under the chairmanship of DOAA and DOSA, DPRG, and University Level CBCS Coordinators as members to prepare the Academic calendar of the University at the earliest.

APC:22:5(5): Academic dress for the Convocation of the University

The Ordinance 30 on Convocation of the University does not provide any specific dress for the Convocation.

The matter is placed before the Committee for consideration.

Resolution: The APC resolved to constitute a committee under the chairmanship of Prof. J. D. Sharma and Prof. R. P. Mishra, Prof. R. K. Trivedi, Prof. Sanjay K. Jain, Prof. Nivedita Maitra and in-charge Controller of Examinations as members.



APC:22:5(6): To consider the syllabus of 'Environmental Studies' course

The Dean School of Biological Sciences has submitted the syllabus of 'Environmental Studies' course based on the AECC courses for undergraduate programs as approved by the UGC.

The matter is placed before the Committee for consideration.

Resolution: The APC resolved to approve the syllabus of 'Environmental Studies' course as submitted by the Dean School of Biological Sciences (SBS). The course code for the 1st semester will be ENV FC 111 and for the 2nd semester will be ENV FC 211. The Committee further resolved that Dean SBS will act as Course Coordinator. The Committee resolved that the services of retired teachers in the concerned discipline may be taken.

APC:22:5(7): To associate the University with the process of All India Entrance Examination for TEPs from the Academic Session 2018-19 onwards

The University has received a letter F. No.NCTE-Acad04/4/2017-Academic-HQ/54835 dated 20-06-2017 from NCTE, New Delhi seeking willingness for participation in the All India Entrance Test for all Teacher Education Programmes, to be conducted by the NCERT from the academic session 2018-19 onwards.

The matter is placed before the Committee for consideration.

Resolution: The APC after detailed deliberation resolved that the admission to the Teacher Education Programmes may be continued as per the present arrangement.

APC:22:5(8): To consider letter of Indian Council of Higher Secondary Education, India regarding equivalence of certificates

The Indian Council of Higher Secondary Education, India has requested that High School (10th) and Intermediate (12th) Examinations conducted by it may be granted equivalence to Secondary (Matric) and Senior Secondary (Higher Secondary) Examinations.

The matter is placed before the Committee for consideration.

Resolution: The APC resolved that the matter may be referred to the Equivalence Committee.



APC:22:5(9): Admission to B. A. Program of Ku. Yamini Mourya under Sports Quota

Ku. Yamini Mourya, an International player of Judo Player has applied for admission to B.A. program of the University. However, she has not appeared in the Entrance Test of the University. She has requested to grant her admission in the category of International Judo player.

The matter is placed before the Committee for consideration.

Resolution: The APC resolved to refer the application of Ku. Yamini Mourya to Sports Committee. The Committee further authorized the Chairman, APC to take appropriate decision after receiving the reports from the Sports Committee.

APC:22:5(10): To consider request of Ku. Bindu Pandey regarding Ph.D. course work in Zoology

Ku. Bindu Pandey, a Ph.D. Scholar (2015-16) of the department of Zoology, failed in Ph.D. Course Work Paper III Tools and Techniques Modern Biology. She re-appeared for the same but failed again in the course.

The matter is placed before the Committee for consideration.

Resolution: The APC resolved to refer the matter to the Students Grievance Redressal Cell.

APC:22:5(11): Result of Ph.D. Entrance Test of the Session 2017-18

Summary of seats advertised and No. of qualified candidates in the Ph.D. Entrance Test Examination 2017-18 is annexed for consideration of the APC.

Resolution: The APC resolved that due to non-fulfillment of Ph.D. vacancies in Chemistry, special Entrance Test may be conducted for the same at the University, as the only Centre. However, the process of interview and the result shall be declared alongwith existing qualified candidates in the entrance test. The advertisement shall be made on all India Level.

PART- VI: Any other matter from the Chair

APC:22:6(1): Services of Prof. L. P. Chourasia and Prof. Pratibha Pandey

Prof. L. P. Chourasia, Department of Applied Geology and Prof. Pratibha Pandey, Department of Adult Education have superannuated from the service of University.

Prof. Chourasia is a specialist of Ground Water Hydrology and after his superannuation there will be shortage of faculty for the course. There is also shortage of faculty in the Department of Adult Education after the superannuation of Prof. Pratibha Pandey.

Therefore, services of above superannuated teachers may be availed by the University as per rules.

The matter is placed before the Committee for consideration.

Resolution: The APC resolved to utilize the services of these teachers as per rules. The Committee further resolved that Prof. L. P. Chourasia may be provided free accommodation in the University Campus in lieu of transport allowance.

APC:22:6(2): Number of Guest Faculty in the University

After issuance of the advertisement for the engagement of 69 Guest Faculty in various departments, the University received a letter from UGC for strictly restricting the number of contractual faculty to 10% of total sanctioned faculty positions. There are 345 teaching sanctioned positions and, therefore, only 35 Guest Faculty can be engaged.

The matter is placed before the Committee for consideration.

Resolution: The APC resolved to restrict the number of Guest Faculty to 35 and also resolved to refer the matter to the Committee constituted for the Guest Faculty to rationalize the number of Guest Faculty in each Department taking into consideration the above criteria.

PART- VII: Any other matter with the permission of the Chair

APC:22:7(1): To consider the request of Shri Ajay Kumar, Ph.D. Research Scholar of Department of Business Management for change of supervisor

Dean, School of Commerce and Management has forwarded the application of Shri Ajay Kumar, Ph. D. Research Scholar of Department of Business Management, wherein, he has mentioned "extreme mental harassment and exploitation".



The matter is placed before the Committee for consideration.

Resolution: The APC resolved to refer the matter to the Students Grievance Redressal Cell. However, in the meanwhile, Dean School of Commerce and Management will initiate the process for change of supervisor.

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

S. K. Singh
06/7/17
AR & Secretary, APC