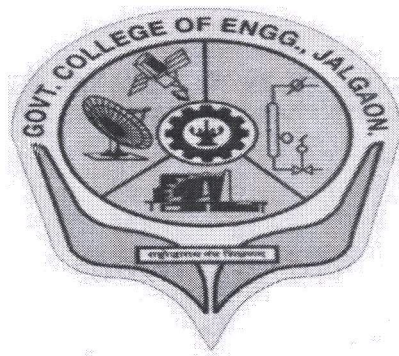# GOVERNMENT COLLEGE OF ENGINEERING, JALGAON [M.S]

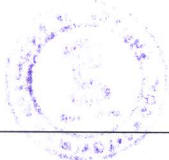**"Globally Accepted Engineers with Human Skills"**

(An Autonomous Institute of Government of Maharashtra, NAAC Accredited and Affiliated to K.B.C.N.M.U., Jalgaon)
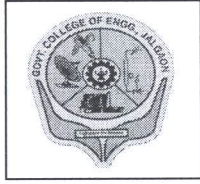

Twelfth (12th) Meeting of Academic Council
Date: 16th September, 2020 at 11.00 AM
(Minutes of meeting)

GOVERNMENT COLLEGE OF ENGINEERING, JALGAON

(NAAC Accredited Autonomous Institute of Government of Maharashtra and
Affiliated to KBC North Maharashtra University, Jalgaon)
National Highway No-06, Jalgaon- 425002.

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No. GCoE J/AEC/AC12/2020/ 1578   Date: 17/09/2020

Minutes of Meeting (MoM) of twelfth (12th) Meeting of Academic Council

Preamble and References

As we all know that due to COVID -19 pandemic whole world, including India, is passing through unprecedented difficult times. In view of this, guidelines are already issued by various authorities as per the following Circulars/ references:

1. Government of Maharashtra (Number 2020/123/3/Dated 08 May 2020, 03 Sept 2020)
2. KBCNMU, Jalgaon circular (Number 160/2020 Dated 15 May 2020)
3. KBCNMU, Jalgaon circular (Number 7-a//2245/2020 Dated 08 Sept 2020 and 10 September 2020 and Number 7-a/2364/2020 Dated 12 sept 2020)
4. An online meeting of all Deans, Heads, Pre-CoE, Post-CoE, CoE held on 08/09/2020

The meeting started with welcome to all Hon. Members of AC and introduction of external members of AC present in the meeting.

Following members were present for the meeting:

Sr. No.	Name, Designation and Affiliation	Designation in AC
1	Dr. R. D. Kokate, Principal, Govt. College of Engineering, Jalgaon	Chairman
2	Shri Devdatta Gokhale, Director, GATI, Jalgaon	Member
3	Shri S.Y. Prabhdesai, Supreme Industries Ltd., MIDC, Jalgaon	Member
4	Dr. K. C. Panda, Professor and HoD(Civil), Govt. College of Engg., Kalhandi (Odisha)	Member
5	Dr. Smt. M. S. Phalak, Associate Professor (CAS) and Head, Applied Science,GCoE, Jalgaon	Member
6	Dr. M. J. Sable, Professor and Head Mechanical Engg, GCoE , Jalgaon	Member
7	Dr. D. S. Chaudhari, Professor and Head Electronics and Telecommunication Engg., GCoE, Jalgaon	Member
8	Dr. S. S. Pusadkar, Professor and Head Civil Engg, GCoE, Jalgaon	Member
9	Dr. G. M. Malwatkar, Associate Professor and Head Instrumentation Engg,and Dean – I. I. I., GCoE , Jalgaon	Member
10	Dr. A. R. Phadke, Associate Professor and Head Electrical Engg, GCoE, Jalgaon	Member
11	Shri D. V. Chaudhari, Assistant Professor and Head Computer Engg,GCoE, Jalgaon	Member
12	Shri G. K. Andurkar, Associate Professor (CAS), Electronics Engg and Dean – Students' Affairs,GCoE , Jalgaon	Member

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13	Mrs. V. N. Mahajan, Assistant Professor in Mechanical Engineering and Result Analysis Coordinator, GCoE , Jalgaon	Member
14	Dr. S. P. Mohani, Associate Professor, Electronics and Telecommunication Engg. and Dean Academics, GCoE, Jalgaon	Member Secretary

At the start of the meeting, Member Secretary-AC Dr. S. P. Mohani and Chairman-AC and Principal Dr. R. D. Kokate welcomed honorable members of Academic Council (AC). With the permission of chairman-AC, the proceedings of the AC meeting started.

Item No 1:

To read and confirm the minutes of eleventh (11th) meeting of Academic Council held in the online mode on **Monday, July 06; 2020 at 11.00 am**. *(Agenda point prepared by Dean Academics)*

Member secretary – AC read the MoM of 11th meeting of AC, which was approved by AC.

Item No. 2:

To discuss and approve the schedule of examinations of Final year Final semester students with their backlogs of B.Tech and M.Tech students as per GoM and KBCNMU Circulars for Examinations due to covid -19 situation.

Meeting with ref no 4 is conducted regarding the conduction of summer 2020 examinations of Final year Final semester students with their backlogs of B.Tech, M.Tech students (Theory and Lab courses) for implementation of these guidelines at institute level.

As per the above references, tentative schedule and guidelines regarding conduction of exam is as follows.

Schedule of Examinations:

Sr	Exam	Mode of the Exam	Dates	Number of Days
1	ISE-II	Online MCQ	15Sept -19 Sept2020	05 Days
	Self Study			
2	PR ESE (8thSem)and Project Exam	Online Oral/ Viva	21Sept -29Sept2020	09 Days
	Backlog practical courses of 8thsem students if any (5TH,6TH,7TH SEM)			
3	Theory ESE5,6,7th, 8thsem and single Re-examination for falied students	Online MCQ	05 Oct -28 Oct 2020	24 Days
4	M.Tech dissertation	Online / offline as per practicability		

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AC members noted and approved the schedule as above.

Item No. 3:

To discuss and approve examination registration with examination fees for final year final semester students with their backlogs of B. Tech and M. Tech students (Theory and Lab courses).

As per the above references, it was decided that Examination registration of Final year Final semester students with their backlogs of B. Tech and M. Tech students (Theory and Lab courses) has to done from students on priority basis. As per autonomy rule, exam fees is to be paid through institute MIS in online mode.

Final year students of earlier batches, who have backlog courses of (5th, 6th, 7th or 8th semester) are also eligible to appear for the examination after exam registration. The examination of such students will also be conducted in the same schedule as above.

Due to Covid-19 situation, as per the requests received from the students and after working out the financial implications, the AC accepted the proposal to reduce the examination fees by 40% and forwarded to BoG for further approval. This provision is also applicable for exam fee of backlog courses of final year students.

AC discussed and approved the agenda point and also appreciated the reduction in exam fee by the institute, in view of Covid-19 situation.

Item No. 4:

To discuss and approve mode of examinations and pattern of exams conduction for Final year Final semester students with their backlogs of B. Tech and M. Tech students.

As per the above references, following points were discussed and submitted for kind approval of AC as per the circulars of GoM, KBCNMU, Jalgaon:

A] Conduction of Examinations

1 Theory and Practical Examination will be conducted for Final year final semester students with their backlogs of B. Tech (i.e. backlog courses of 5th, 6th 7th) and M.Tech students (Dissertation and backlog courses).

2 B. Tech and M. Tech Final year admitted student of earlier batches who have backlogs courses of (5th 6th 7th or 8^{th}sem) courses.

3 Conduction of ISEII and Self-study (Remaining Internal examinations) of final year final semester students: This examination shall be conducted online and the question-paper for ISE-II and self-study shall be of Multiple choice questions (MCQ) pattern on Google forms / Google classroom. Time allotted will be 30 minutes for ISE-II and 20 minutes for Self study paper. All the records of the examinations should be properly preserved by the department and copy shall be send to AEC.

4 A Single Re-examination for failure students in sr. no 1 of conduction of examination.

5 All the above examination rules are applicable to this academic year 2019-20 only due to covid-19 situation.

B] Mode of Examination & pattern - ESE Examinations of Laboratory Courses Summer 2020

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1 Laboratory courses and project (ESE) Examination final year final semester students will be conducted with backlogs of B. Tech and M. Tech students.

2 The oral examinations can be conducted by using online tools like Google meet, Web-Ex platform, Skype etc. It may also be conducted via telephone in case of difficulty in conducting online mode.

3 Project examinations can be conducted through online demonstration or power point presentation or oral.

4 The syllabus for the practical exam is that of the experiments conducted till 13th March, 2020. Also if any experiments conducted after this date via online mode can be kept for viva/oral.

5 The internal and external examiners for conduction of laboratory courses examination will be from the institute. If possible, the examiner from outside the institute may be appointed depending on availability.

6 Industrial lectures / Industrial visit evaluation shall be done as per structure in online mode by concerned department.

C] Mode of Examination & pattern –Theory Examinations Summer 2020

1 Examination should be conducted in online mode through online examination software (Supervised / unsupervised mode).

2 The examination will be in Multiple Choice Question types (MCQ as per ref. number 3).

3 As per the KBCNMU reference no. 3, and considering online software constraints, question paper of 60 questions each of one mark, shall be kept for examination.

Each question carries one mark. Maximum marks counted will be 60 marks for ESE. No negative marking for examination. Duration of examination is 90 minutes (one and half hour) for every course. For the theory courses having only 30 marks ESE in curriculum structure, the ESE will be of 30 questions and 60 minutes duration.

4 The syllabus for the eighth semester courses is that taught up to 13th March, 2020 inclusive of self-study syllabus.

6 For B. Tech, M. Tech students with backlog courses of 5th, 6th 7th semester, examination will be conducted on complete syllabus of the course.

7 Examination policy should be adopted as per rules of autonomy. **However, due to Covid 19 situation, if the question sets are not received from external paper setters, the paer sets submitted by internal course coordinators will be used for the examination as a special case.**

8 Department level ESE exam coordinators will be appointed for conduction of theory and backlog examination for the said courses.

D] Other points / issues related to examination and students.
Guidelines for students:

1 Students shall be instructed to make arrangement themselves to be equipped with Smartphone/laptop/desktop/tab with webcam along with proper internet connectivity.

2 A Single re-examination will be held for failed students in referred examination only.

3 For online examinations of MCQ, there will be no facility of rechecking or revaluation, photocopy.

4 After complete examination, grievances, if any, regarding examination, shall be communicated within two days on the AEC email ID, that will be provided to the students.

5 Notice / timetables of examination shall be displayed using the social media, notice boards time to time.

6 For any help / grievances regarding examination, students should contact AEC office email ID.

AC approved the above mode and pattern of examinations for final year students, with appreciation of efforts put in by the institute.

Item No. 5:

To discuss and approve the policy for Conduction of examination of regular students of Academic year 2020-21 as well as their backlogs in Summer 2020 examinations as per Covid-19 situation.

If the Covid-19 situation is not improved, then conduction of examination in online mode of regular students of Academic year 2020-21 as well as their backlogs in Summer 2020 examinations will also be as per similar policy and as per the instructions received time to time from GoM / KBCNMU, Jalgaon. However, Academic Council, was requested to empower Hon. Chairman - AC to take the appropriate decisions regarding the conduction of examination as per the requirement of the situation.

AC discussed and approved the agenda point and authorized Chairman-AC to take the appropriate decisions regarding the conduction of examination as per the requirement of the situation.

Item No 6:

To discuss and approve the proposal of reducing the number of audit points required (for co-curricular and extra-curricular activities both) for final year B.Tech and final yaer M. Tech. students of academic year 2019-20.

(This is in view of Covid-19 situation)

In view of Covid-19 situation, since the students were unable to complete the required number of co-curricular and extra-curricular activities in the final semester, it was proposed in the AC meeting to reduce the audit point requirement for final year students of 2019-20 as follows:

- from 12 to 10, for regular admitted UG students, for co-curricular and extra-curricular activities each.
- from 09 to 07, for lateral entry (Direct Second Year admitted UG students), for co-curricular and extra-curricular activities each.
- For PG students from 12 to 10 for co-curricular activities, which shall include at least one paper with guide published in national/international conference or referred journal.

Also, it was proposed to accept online participation in any corresponding co-curricular and extra-curricular activities mentioned in the autonomy rules, for the purpose of allocation of audit points, for final year UG and PG students of 2019-20.

AC discussed and approved the agenda point and the proposal as above.

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Item No 7 :

Any other point/s by the permission of chair.

The point of deciding the policy of grade allocation for the students who undergo NPTEL courses for credit transfer was discussed. Hon. Chairman AC suggested that the decision will be taken based on further discussions in the meetings of HoDs, Deans and CoE and then seeking the approval of AC.

With the permission of the chair, the meeting was concluded with vote of thanks by member secretary-AC.

(Dr. S. P. Mohani)   (Prof. Dr. R. D. Kokate)
Member Secretary- Academic Council   Chairman- Academic Council
Government College of Engineering, Jalgaon   Government College of Engineering, Jalgaon

Copy to: 1. Honorable Chairman and all members of Academic Council
              2. Honorable Chairman, BoG

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