

**PROCEEDINGS OF ACADEMIC COUNCIL MEETING HELD ON
28.6.2016-**

Present:- As per list.

The meeting started with the blessings of Sant Baba Dlawar Singh Ji, Chancellor, SBBSU and by paying tributes to the founder Chancellor of the University Sant Baba Malkit Singh Ji.

First of all Prof. Jagmohan Singh, Director Shahid Bhagat Singh Creativity Centre apprised the members about Dera Sant Pura, Jabbar and its development and contribution towards upliftment of the area in education, healthcare and sports, in addition to contributions made by the area in the field of education, sports, administrative services, defence services at State level, National level and International level

- Item-1: Conferring Degree of Doctor of Philosophy Honoris Causa S. Parkash Singh Badal, Hon'ble Chief Minister, Punjab:-**
- The decision taken regarding conferring Degree of Doctor of Philosophy (Honoris Causa) to S. Parkash Singh Badal, Hon'ble Chief Minister, Punjab was approved.
- Item-2: Establishment of Institutes and Departments:-**
- The matter regarding establishment of Institutes and Departments was approved with some suggestions.
- Item-3: Programmes-Short Term Courses, Diploma, Graduation, Post Graduation and Doctorate**
- It was decided to change the title of Short Term Courses to Certificate Courses and Programme of PGDCA to M.Phil.
- Item-4: Admission Criteria:-**
- The Item was approved
- Item-5: Admission Status:-**
- The Item was approved
- Item-6: Academic Calender:-**
- The Item was approved
- Item-7: Registration Proforma**
- The Item was approved
- Item-8: Semester System, Credit System, Course Numbering Scheme, Subject Code Scheme, Examination Scheme, Evaluation Scheme, Grading & Result Scheme.**
- In view of discussion on semester duration, credit for tutorials, subject code scheme and unfair means, the case have been reviewed and the status is as under:-

i) **Semester Duration:-** Semester duration has been kept as 20 weeks keeping in view time being followed in the University(9 am to 4.30 pm) of 7.5 hours duration per day instead of 8 hours duration per day. Moreover this is in consonance of Model Scheme of Instruction and Syllabi for UG Engineering Degree Programme (Oct, 2012) followed by AICTE.

ii) **Credit for Tutorials:-** As per MODEL SCHEME OF INSTRUCTION AND SYLLABI FOR UG ENGINEERING DEGREE PROGRAMMES(Oct,2012) followed by AICTE , one credit is assigned for two hours of tutorials per week during the semester.

lii) **Subject Code Scheme:-** The subject code scheme has been updated in consonance with the guidelines of relevant Regulatory Bodies and is given below:-

SUBJECT CODE SCHEME

The subject code scheme for various programmes of University will be as under:-

University Institute of Engineering & Technology

S.No	Programme	Subject Code
i	Agriculture Engineering	AE
ii	Civil Engineering	CE
iii	Computer Science Engineering	CSE
iv	Electronic & Communication Engineering	ECE
V	Electrical Engineering	EE
vi	Mechanical Engineering	ME

University Institute of Computer Applications & Information Sciences

S.No	Programme	Subject Code
1	Computer Science Applications	CSA
2	Library & Information Sciences	LIS

University Institute of Commerce & Management

S.No	Programme	Subject Code
1	Commerce	COM
2	Management	MBA

University Institute of Science & Humanities

S.No	Programme	Subject Code
1	Physics	PHY
2	Chemistry	CHM,
3	Biochemistry	BCH
4	Botany	BOT
5	Zoology	ZOO
6	Punjab History & Culture of Punjab	PBI
7	English	ENG

8	Mathematics	MAT
9	Social Sciences	SSC
10	Physical Training	PT
11	General Proficiency	GPR
12	Environment	EVS
13	Medical Lab Science	MLS
14	Agriculture	AGR

University Institute of Education

S.No	Programme	Subject Code
1	Education	ED
2	Physical Education	PED

iv) UMC Cases:- In view of discussions in Academic Council Meeting on use of Unfair means during conduct of various examinations by the student, the proposal has been modified and is attached.

Item-9: Overall Course Scheme & Course Curriculum for various Programmes, 1st Year -2015-16

-the item was approved with the suggestions that syllabi of each Subject should contain-

- (i) Learning Objectives
- (ii) Learning Outcomes
- (iii) Reference books should not have year of publication

Further it was suggested that offering of Bachelor of Commerce and Bachelor of Commerce (Hons) –the option from the students enrolled in B.Com for shifting to B.Com(Hons) be obtained.

Item-10: Result Analysis of various programmes-1st semester-2015-16:-

-The item was approved with the suggestions that word "Pass" be used instead of "Clear" in the agenda item.

Item-11: Approval Process for Academic Matters:-

The item was approved

Item-12: Academic Audit:-

-The members were of unanimous view that the University should adopt Internal as well as External audit. The proposal for Internal Audit is to be placed in the next Academic Council Meeting.

The meeting ended with thanks to the Chancellor with his blessings.

Reshma
Vice Chancellor

Conduct of Examination

Deans of the Constituent Institutes will be the Controller of Examinations for the respective Institutes.

Unfair Means in the Examination

- The Dean of the Institute in which the student has registered be responsible for dealing with the all cases of the use of unfair means in the examination.
- The Dean shall constitute the committee headed by the Co-ordinator/Sr. faculty members derived from the various departments of the Institutes as he/she deems fit.
- Invigilator/Supervisor shall report cases of unfair means to the concerned Dean through Coordinator and Head of the Department within two working days of occurrence of such cases with full detail of evidence and statement of the student.
- The Dean shall take appropriate action after inquiry to the maximum extent as under:
 - i. Student found in possession of copying material or found using unfair means during Examination-I/Examination-II may be awarded zero marks in all subjects registered during the semester and placed on conduct probation for one academic year.
 - ii. Student found in possession of copying material or found using unfair means during End of Semester Examination may be deemed to have failed in all the subjects registered during the semester and placed on conduct probation for one academic year.
 - iii. Student found in possession of copying material or found using unfair means for the second time in any of the examination shall be deemed to have failed in all the subjects registered during the semester and may stand debarred from pursuing study in the University.

Impersonation in Examination

- a. The student who is impersonated may be deemed to have failed in all the subjects registered during semester, debarred from registration for next semester and placed on conduct probation for the subsequent semester.
- b. If a person who impersonates a student in any examination is a student of any Constituent Institute of the University, the student may be deemed to have failed in all the subjects registered in the semester, debarred from registration for the next semester and placed on conduct probation for the subsequent semester.
- c. If a person who impersonates is not a student of any Constituent Institute of the University, the case may be registered with the Police.

Note – The process will be centralized till all the Institutes are fully established

List

A- Sponsoring Society Members

1. Sant Baba Dlawar Singh Ji(Brahm Ji)
President, Sant Baba Bhag Singh Memorial Charitable Society ,
Chairman Sant Baba Bhag Singh Educational Compex .
Chancellor , Sant Baba Bhag Singh University
2. Sardar Kewal Singh,
Vice President,Sant Baba Bhag Singh Memorial Charitable Society

B- Members

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| 1. | Prof. Ved RaJ Sharma- | Vice Chancellor |
| 2. | Dr. Dinesh Grover- | Dean, UIET |
| 3. | Dr. Aneet Kumar- | Dean, UIE |
| 4. | Dr. A.S.Dhindsa- | Dean, UIS & H |
| 5. | Dr. J.S. Kolar- | Member |
| 6. | Prof. Moin Udin- | Member |
| 7. | Dr. Rekha Bhardwaj-- | Member |
| 8. | Dr. H.S.Bains- | Member |
| 9. | Dr. Ranjit Singh Ghuman- | Member |
| 10. | Dr. Rafat Sidique- | Member |
| 11. | Dr. Pritam Singh- | Member |

C- Invitees

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| 1. | Prof. Jagmohan Singh- | Director, SBS Creativity Centre |
| 2. | Dr. A.D.Sharma- | HOD, Natural Sciences |
| 3. | Dr. Rakesh Kumar- | HOD, UICA & IS |
| 4. | Dr. Rohit Markan- | HOD, Management |
| 5. | Mr. Amrinder Singh- | HOD, Mech. Engineering |
| 6. | Ms. Lilly Chopra- | HOD, ECE & EE |
| 7. | Ms. Rajandeep Kaur- | HOD, CSE. |
| 8. | Mr. Sawan Singh- | Representative, HOD,CE |
| 9. | Mr. Amarbir Singh Bhalla- | Representative, HOD, Commece |
| 10. | Mr. Kanwal Narula- | Librarian |