

MINUTES OF THE FIFTH MEETING OF THE BOARD OF MANAGEMENT HELD ON MONDAY, DATED THE MAY 15, 2017 AT 2.00 P.M IN THE BOARD ROOM, A-BLOCK, MRIU CAMPUS, FARIDABAD.

A meeting of the Board of Management of Manav Rachna University was held on Monday, Dated 15.05.2017 at 11.00 A.M in the Board Room, MRIU Campus, Faridabad to consider various administrative, academic and financial matters. The following were present:

1. Prof. (Dr.) Sanjay Srivastava, Vice Chancellor;
2. Dr. Amit Bhalla, Vice President, MREI,
3. Dr. N.C. Wadhwa, Vice Chancellor, MRIU;
4. Dr. M. M. Kathuria, Trustee (special Invitee);
5. Shri Navdeep Chawla, M.D. Psychotropic India Ltd., Faridabad,
6. Shri M.K. Miglani, Former Vice Chancellor , KU & HAU (Haryana),
7. Prof. (Dr.) V.K. Mahna, Pro V C & Dean , Faculty of Management and Humanities;
8. Prof. (Dr.) Meenakshi S. Khurana, Dean, Academics;
9. Prof. (Dr.) B.M. Behal, Dean, Applied Sciences & Research (Special Invitee)
10. Prof. Sangeeta Banga, Director/Dean, Students Welfare;
11. Dr. Kameshwar Singh, Registrar/Secretary.

Worthy Additional Chief Secretary (Higher Education) or his nominee and Shri S.K.Jain, MD, Indo Autotech Limited, Faridabad, who could not attend the meeting due to their other professional engagements were granted leave of absence.

The following are the minutes of the meeting:

5.1 Opening remarks by the Chairman

The Chairman welcomed the Members present in the meeting and said that, the university has been doing well on all the fronts. He presented a brief account of it before the members starting with the achievement of the faculty members and concluding with Ph.D. admissions made during the year 2017. He stated that Ms Hanu Bhardwaj, HoD , CSE was given “ Best Talk Award” by the Infosys.Ltd. One of our professors, namely, Dr. Rajiv Nandan Rai was offered the assignment as Visiting Professor at IIT, Kharagpur. The results of the University were declared well in time and this become possible only because of the hard work put by Prof. Mahana, Dean Academic and their team, He puts on record his deep appreciation for them.

The Chairman further informed that recently, a conference was organized at Bali wherein papers were presented by the faculty which got wide appreciation. 60 % of our students got placement in reputed companies. Many of our students have joined Master Programs in foreign Universities. In April, we celebrated the Founder’s day with much fanfare. On that occasion, Manav Rachna Excellent Awards were given to five eminent personalities for their significant role in the area of their work on the recommendation of a Jury headed by Padma Shri Prof. Pitam Singh.

Bar Council of India Committee visited the University on 10th of May. The Committee was very appreciative about the faculty and the infrastructure. MRNAT-2017 was conducted on 14th of May, 17. Approximately 1000 students appeared in the test which is indicative of the popularity of the Manav Rachna among the masses. . He also mentioned about the new admissions under Ph.D. Program and apprised the members that this time, the university has been little choosy as it was not getting an adequate number of Supervisors to supervise and guide the scholars and therefore, took 29 candidates, out of which 26 have joined the program which is a sizable number for a new University.

We are confident to achieve our goal with the hard work and dedication of our faculty and staff in coming years. With these words, the Chairman concluded his remark and requested the Registrar to take up the Agenda of the Meeting. The Registrar took up the next agenda for consideration of the Hon'ble members.

5.2 Confirmation of the Minutes of the last meeting of the Board held on 21.01.2016

Decision: The Board confirmed the Minutes of the last meeting.

5.3 Action Taken Report on the Decisions taken in the Third Meeting of the Board.

The action taken by the University on the decisions of the Board were listed for information of the Hon'ble members:

Decision: The Board took the Action taken Report on record.

5.4 Matter for information

i) Appointment of Deans and Heads of the Departments

The Board was informed that Deans & HoDs of the University were appointed w.e.f. 01.04.2015 with the approval of the Board of Management vide Order dated 16.03.2015, The term of the Deans and HoDs has been prescribed as 2 years in the First Statutes of the University, which had become over for majority of members in April this year. Accordingly, the appointment of Deans & HoDs, who had completed two years was taken up once again and the following Faculty Members, assigned with the responsibility of Dean & HoDs were re-nominated as member of the Board for another term of 2 years and some new faculty members were appointed as Head of the Departments, as indicated against their names.

Deans (Re- appointed):

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|-----------------------------------|-------------------------------|
| 1 Prof (Dr.) Meenakshi S. Khurana | : Dean (Academic) |
| 2. Prof. (Dr.) B.M Bahal | : Dean (App. Sci. & Research) |
| 3. Prof. (Dr.) M.R Tyagi | : Dean (Engineering) |
| 4. Dr. Sangeeta Banga | : Dean, Students Welfare |

Head of Departments

Re-appointed:

- | | |
|-----------------------|----------------------------|
| 1. Dr. Megha Mittal | : HOD, Dept. of Chemistry |
| 2. Dr. Haidar Abbas | : HOD, Dept. of Physics |
| 3. Shri Jaideep Singh | : HoD, Dept. of Humanities |

Appointed:

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|------------------------|-----------------------------|
| 1. Dr. Babita Parashar | : HoD, Dept. of Education. |
| 2. Dr Y.k. Awashthi | : HoD, Dept. of E & C Engg. |
| 3. Dr. Sujata Nayak | : HoD, Dept. of Mech. Engg. |
| 4. Dr. A.K. Awashthi | : HoD, Dept. of Mathematics |
| 5. Dr. Varsha Vahini | : HoD, Dept. of Law |

Board was of the view that the Dean, Faculty of Law should also be appointed. It was resolved that the Dean (Academics) may assigned with this responsibility of the Dean, Faculty of Law till such time a new Dean for the Faculty of law is appointed.

- ii) **Faculty members Joined/Resigned from the Service since 01.10.2016 onwards.**
- iii) **Students Achievement**
- iv) **Placements:** MRU received a good response from the corporate world for placement of students of the batch of 2016-17. Corporate faith in the UG and PG programs of MRU saw a good response and support from the recruiters. 28 companies participated in our placement processes and offered job to 137 students out of 233 eligible for placements (58.80%) during the period from July-2016 to March, 2017.

Decision: The Board took the information on record with the advice that Dean (Academic) should be assigned with additional responsibility of Dean, Faculty of Law till such time a Dean for faculty of law is appointed by the University.

5.5 Matter for ratification

- (i) **Rationalization of Intake of the UG/PG Programs offered during the Academic years, 2015-16 & 2016-17.**

The First enrolment of the Manav Rachna University commenced from the Academic Year 2015-16 based on the intake approved by the AICTE as per the proposal submitted by the Principal /Director of the erstwhile MRCE (now MRU) in respect of all the Engineering and Management Programs (UG/PG). B.Sc. (Hons.) programs in Physics, Chemistry and Mathematics were added as new programs by the University and decided to be offered with intake 40 each in all the three streams.

On closing of the admission process for the year 2015-16, it was found that a large number of seats are still vacant; as a result, a need was felt to review the sanctioned intake keeping in view the admissions made against those seats but this exercise could not be taken up with the Board of Management which is competent to reduce/increase the intake of the Programs. The details of program wise sanctioned intake and admission made in each program during the academic year 2015-16 was placed in the Meeting.

The Academic session 2016-17 started with all the existing UG/PG programs offered during the year 2015-16 with intake placed in the Meeting as per the approval of the Board of Management. Further, three (3) new Master in Science programs i.e. M. Sc. Physics, Chemistry and Mathematics with intake 20 each and five MBA Programs with different specializations and intake varying from 20 to 30 each were started in place of MBA (60) from the Academic session 2016-17 with the approval of the Board of Management & the Government.

Again after the admission process was completed, it was noted that a large number of seats remained vacant in all the disciplines except Computer Science & Engineering which further compelled to think of the review of the intake in proportions of the Admissions made in those programs limiting it to the minimum Unit prescribed for each UG/PG Programs.

To act on it, a meeting of all the Deans of Faculties was held to review the admission status of both the years 2015-16 & 2016-17 and keeping in view the infrastructure available with different Faculties, trend of admission in the various programmes and response of admission-seekers, it was decided to revise and rationalize the sanctioned intake for various programmes under different Faculties was also provided for perusal.

Since, the University had to submit details of the faculty and the students' intake to the Directorate of Higher Education Haryana, Panchkula, the above exercise was carried out with the approval of the Hon'ble Vice Chancellor/Chancellor.

(ii) Appointment of Faculty and the staff in the University

Board of Management was requested to ratify the action taken by the University.

Decision: The Board ratified the rationalization of Intakes as proposed and appointments of faculty in different streams made by the University.

5.6 Approval of the decisions of the Academic Council taken in its Fourth meeting held on 12.04.2017.

The Board was informed that fourth meeting of the Academic Council was held on 12.04.2017 to discuss various academic issues. The details of the Agenda which were taken up for discussion and the Decisions taken thereon are produced for ready reference:

S. No	Agenda	Decisions/Recommendations
1	Opening remarks by the Chairman	-
2	Confirmation of the Minutes of the last meeting of the Academic Council held on 20.10.2016.	Academic Council approved the Minutes of the last meeting.
3	Action Taken Report on the decisions taken in the Second meeting of the Academic Council.	Academic Council took the Action Taken Report on record
4	Matter for information a) Constitution of Board of Studies and Board of Faculties for the Department of Education b) Students Achievements	Academic Council took all the information on record.
5	Matter of Ratification a) Admissions of Mr. Mudit Bhandari and Ms. Perna Sharma through Migration in B.Tech, CSE, 2nd Semester	Academic Council ratified the admissions.

6	Approval of Panel of Experts for the Department of Education.	Academic Council approved the panel of experts for the Department of Education..
7	Approval of admissions made under Ph.D. Programs	Academic Council approved the admissions of 26 candidates under the Ph.D. programs.
8	Approval of Program Structure and Syllabus for the B.Ed. & Integrated B.Ed. programs	Academic council approved the program structure and syllabus for the B.Ed. & B.A./B.Sc.B.Ed. programs.
9	Approval of Massive Online Courses to be offered by the University as per the MHRD guidelines on the subject matter	Academic council approved the same
10	Approval of format of Degree Certificate for UG/PG Programs	Academic council approved the format of the Degree Certificate.
11	Any other matter with the permission of chair.	-

Board of Management was requested to approve the decisions/recommendations of the Academic Council of the University.

Decision: The Board approved the decisions of the Academic Council.

5.7 Consideration of the recommendations of the Finance Committee made in its meeting held on 09.05.2017.

The Board was informed that Sixth meeting of Finance Committee was held on 09.05.2017 wherein, decisions on financial matters were taken. The minutes of the meeting of the Finance Committee was **tabled** in the meeting.

The Board deliberated over the proposed budget for the year 2017-18 and was very particular about the projected deficit of approximately Rs. 12 Crs. and therefore, suggested that there is a need to have a relook on the proposed expenditures and to reduce the deficit by reducing the expenditure.

Decision: The Board accepted the recommendations of the F. C. with the advice to review the proposed expenditure in context to receipts prior to its submission to GB for approval.

5.8 Approval of Annual Report of the University for the Year, 2015-16

The draft Annual Report, recommended by the Committee and okayed by the Hon'ble Vice Chancellor was placed before the Board for consideration. The Board after deliberation approved the Draft Annual Report for submission to the Governing Body.

Decision: The Board approved the Annual Report (2015-16) for onward submission to the Governing Body for their approval.

5.9 Institution of Medals & Awards

The Board was informed that the University intends to encourage and honour the students who have achieved the academic proficiency/have emerged as Leaders to motivate others or have attained national/international recognition bringing laurels to the Institution or have been outstanding achievers in the area of Research, Sports, Creative Arts and Community Service. It is proposed to institute the following medals and awards, which shall be given at the time of Convocation.

(i) **President Medal-** This medal will honour a student who has evidenced significant achievement at International Level in the following areas:

1. Research
2. Sports
3. Creative Arts
4. Community Involvement
5. Professional

(ii) **Vice President Medal-** This medal will honour a student who has evidenced significant achievement at national Level in the following areas:

1. Research
2. Sports
3. Creative Arts
4. Community Involvement
5. Professional

(iii) **Patron Medal -** Awarded to a female student who best exemplifies the attributes of engaged leadership; inexhaustible optimistic aptitude about challenges and opportunities, integrity, courage and honesty.

(iv) **Vice Chancellor Medal -** This medal will honour a student who has the best academic record (highest CGPA / %) in the University examinations across all UG programmes offered by the University.

(v) **Academic Proficiency Medal -** Awarded to highest scorer in the program.

(vi) **Student Leadership Medal(s) -** Awarded to student(s) who has / have evidenced ability to motivate other students and has/have successfully lead teams for specific organizational goals.

(vii) **Outstanding Achievers Awards in the Area of:**

1. Research
2. Sports
3. Creative Arts
4. Community Involvement
5. Best Internship/Placement

Students shall be asked to self- nominate themselves in a prescribed Form for the category **i, ii, iii, vi & vii** and submit relevant documents for building their case. **The students applying for the award should be eligible for conferment of degree** in the said convocation.

The decision regarding the Medals/Awards shall be taken by a committee constituted by the Vice Chancellor which shall comprise the following officers:

1. Pro- Vice Chancellor : Chair Person
2. All the Deans : Members
3. Proctor : Member
4. Registrar : Members Secretary

Decision: Board approved the Institution of above Medals & Awards.

Supplementary Agenda

SA.5.1 Approval of the decisions of the Academic Council taken in its Third Meeting held on 20.10.2016.

The Board was informed that third meeting of the Academic Council was held on 20.10.2016 to discuss various academic issues. The details of the Agenda which were taken up for discussion and the Decisions taken thereon are reproduced here-under for reference:

S.No	Agenda	Decisions/Recommendations
1	Opening remarks by the Chairman	-
2	Confirmation of the Minutes of the last meeting of the Academic Council held on 13.01.2016.	Academic Council approved the Minutes of the last meeting.
3	Action Taken Report on the decisions taken in the Second meeting of the Academic Council.	Academic Council took the Action Taken Report on record
4	Matter for information a) Faculty Achievements b) Students Achievements c) MoUs / Agreements/ Collaborations d) Important Events:	Academic Council took all the information on record.
5	Approval of Research Supervisors	Academic Council approved the allocation of Research Supervisors.
6	Approval of Admissions made to the UG/PG Programs for the Academic Session, 2016-17.	Academic Council approved the admissions made in all the UG & PG programs for the Academic Session, 2016-17.
7	Admission policy for ongoing B.Tech. B.Tech (Lateral), M.Tech., B.Sc. (H), BBA and M.Sc. programs for the Academic Session, 2017-18.	Academic Council approved the proposal..
8	Policy for admission to B.Ed. & Integrated B.Ed. programs.	Academic Council approved the same.
9	Introduction of a new PG Program Master of Arts in Education M.A.(Education)	Academic Council approved the above
10	Introduction of LLB (3 years), B.A.L.L.B	Academic approved the proposal to

	(5yrs), BALLB (5yrs) and B.Com. LLB(5 yrs) Programs from the Academic session,2017-18.	start all the Law programs.
11	Approval of Regulation on Unfair means in the Examination	Academic Council approved the above Regulation with modification that “Unfair Means Committee” should be substituted with the “Committee for prevention of unfair means” at all the places in the Regulation.
12	Approval of Regulation on prevention of Plagiarism in Research Work	Academic Council approved the above Regulation on prevention of Plagiarism in Research Work.
13	Reorganization of Master in Business Administration (MBA) Programs	Academic Council approved the proposal.
14	Any other matter with the permission of chair. Approval of Program Structure & Syllabus for B. Tech. Computer Science & Engineering and Information Technology.	Academic Council approved the syllabus and program structure of B. Tech. Computer Science & Engineering and Information Technology.
S.A.1 Approval of Admission Brochure for the Academic Year 2017-18		Academic Council approved the same
S.A.2 Introduction of New B. Tech. Program, Industrial Engineering & Mgt. from 2017-18		Academic Council approved the same.
S.A.3 Approval of Program Structure & Syllabus for First year of the BBA and MBA Programs		Academic Council approved the syllabus and program structure of MBA & BBA 1 st semester.
S.A.4 Approval of Program Structure & Syllabus for B. Sc. (Hons.) & M. Sc. Programs - Physics, Chemistry and Mathematics.		Academic Council approved the syllabus and program structure of B.Sc (Hons.) and M.Sc.

Consequent upon approval of the Academic Council for starting the LLB (3yrs), BALLB(5yrs) & B.CoM. LLB (5yrs) from the session 2017-18, a decision was taken by the university to offer all the three Integrated Programs of 5 years duration as Honors programs and keep the three years L.L.B. program in abeyance for the time being. Accordingly, proposal for seeking approval from the BCI was prepared and submitted to them on 29.12.2016. The BCI committee has visited the campus on 10th May, 2017 for the purpose and their approval is awaited. The Minutes of the Academic Council was placed in the meeting for reference.

Decision: Board approved the decisions of the Academic Council and ratified the decision of the University for starting all the three integrated programs as Honors programs and keeping in abeyance the 3 years LLB program which may be taken up later.

SA 5.2 Creation of Centre of Environmental Sciences

It was submitted that keeping in view the mission statement of the university, *“To develop Environment and Sustainable development as a thrust area of research and development”*, it is proposed to create a Centre, namely, Centre of Environmental Science. The Centre shall work on *multidisciplinary projects* and *offer various courses (compulsory and elective)* related to Environment and Sustainability across all the programmes. These elective courses shall *strengthen the Choice Based Credit System* of the University. *The department shall currently not offer any degree awarding programme; it shall organize certificate courses, summer schools etc.*

The University has already been offering the following courses related to Environment :

- **Environmental Studies:** Compulsory subject at UG Level: As per UGC guidelines, Six Months Core Module Syllabus on Environmental Studies is compulsory for UG course in all branches of higher education and also to create awareness among the students population for preservation of environment.
- **Environmental and Sustainable Development:** Compulsory basket of elective subjects based on the theme currently being offered at B Tech & B Sc level.
- **Sustainability Strategies:** The online course Sustainability Strategies (Purdue University) which had been offered across all the B Tech branches of 2015 batch was revamped into local and Indian context and offered to 2015 B Sc. batch also. This shall be one of the elective courses offered under previously stated elective basket for 2016 and onwards batches.

Currently, the teaching load allocation for these courses is being shown under the Department of Chemistry. Ms. Meena Kapahi is the only faculty from the Environmental Sciences background. The above courses were being taken up by her and by faculty members from the Department of Education. Now, with the expansion of the University Programmes and increasing number of students, we need to make provisions for experts offering these courses. Considering the start of UG programmes in Law as well as Education, we shall currently **need 2 additional faculty members from Environmental Sciences background.**

The newly proposed Centre of environmental Sciences with a pool of faculty members from different disciplines shall encourage several individual and collaborative interdisciplinary research work with sister departments of the University and other national/international research institutes. Research grants and funding options are available for projects having regional, national and international importance, from various agencies like Department of Science and Technology (DST), Department of Bio-Technology (DBT), Ministry of Environment, Forests and Climate Change (MoE FCC). The department shall apply for the research grants and encourage students' participation in the national and international

competitions and on various live projects based on the local environmental issues. Board deliberated over the issue and was of the view that this be reconsidered.

Decision: The Board deferred the decision with the advice to the Vice Chancellor to reconsider the issue of forming a Centre of Environment Science.

SA 5.3 Policy for ‘Semester Withdrawal’ on a case to case basis

Manav Rachna University has adopted Choice Based Credit System and the student performance is continuously assessed, with less weightage for end semester examinations as compared to conventional examination system. University attendance rules require 75% attendance in a course to be eligible for taking the end semester examination of that particular course.

Many students, under different circumstances have been found to be submitting applications for taking a break of a semester, popularly termed as ‘Semester Withdrawal’. This facility is offered by many institutions including IIT Delhi. It is proposed that Manav Rachna University may also make a provision of ‘Semester Withdrawal’ to be allowed under exceptional circumstances on a case to case basis.

Students who shall opt for semester withdrawal may join the Programme in the next semester and register for courses being offered in the semester subject to fulfillment of prerequisite conditions which shall be decided separately.

The Members deliberated over the issue and majority of members were of the view that more discussion required before accepting it as policy as this will also make an impact on sister institutions, where student shall start asking for similar concessions or benefits. It was therefore, resolved that MRU shall discuss the issue with officers of MRIU and bring it a fresh before the Board, if required.

Decision: Board deferred the proposal for further discussion on the issue and placing before the Board in the Next meeting, if required.

(Dr. K. Singh)
Registrar/Member Secretary

F. No. MRU/BoM (A&M)/2017

Dated 24.05.2017

To,

1. PS to Chancellor for kind information of the Hon’ble Chancellor;
2. Prof. (Dr.) Sanjay Srivastava, Vice Chancellor;
3. Additional Chief Secretary (Higher Education), Old Civil Secretariat, Sector 17, Chandigarh.
4. Dr. Amit Bhalla, Vice President, MREI,

5. Dr. M. M. Kathuria, Trustee, NIT, Faridabad.
6. Dr. N.C. Wadhwa, Vice Chancellor, MRIU;
7. Shri M.K. Miglani, Former Vice Chancellor, KU & HAU, H.N.1161, Sector- 15, Faridabad;
8. Shri Navdeep Chawla, M.D. Psychotropic India Ltd.Faridabad
9. Sh. S.K. Jain, MD, Indo Autotech, Ltd., Faridabad.
10. Prof (Dr.)V.K.Mahna , Pro VC & Dean, Management & Humanities;
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13. Prof. Sangeeta Banga, Director/ Dean, Students Welfare.