Minutes of
the 19th Senate meeting of Central Institute of Technology (CIT) Kokrajhar held on 24th July, 2025 at 11 AM in the Conference hall of the institute's Guest house

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Section A: Confirmation of Minutes and ATR

Item No. 19.01: **Confirmation of the Minutes of the 18th Meeting of the Senate of CIT Kokrajhar held on 5th December, 2024.**

The Minutes of the 18th Meeting of the Senate held on 5th December, 2024 was circulated amongst the members. The members were requested to place comments if any for consideration. Confirmation for the same was received from 15 Senate members against the required quorum of 11. A copy of the Minute was placed before the members**.**

The members were requested to confirm the same.

Resolution No. R-19S/01/25: The minutes of the 18th Senate meeting was confirmed.

Item No. 19.02: **Action taken Report (ATR) on the Resolutions of the 18th Senate Meeting.**

An ATR was prepared and placed at the table shown below on the resolutions of the 18th Meeting of the Senate of the institute.

Item No.	Details of Item	Actions taken
18.01	**Confirmation of the Minutes of the 18th Meeting of the Senate of CIT Kokrajhar held on 5th December, 2025.**	Ratified
18.02	**Action taken Report (ATR) on the Resolutions of the 18th Senate Meeting.**	Confirmed
18.03	**Proposal for amendment of the Hostel Regulation.**	Implemented
18.04	**Proposal for amendment of the Regulation on code of conduct of students.**	Implemented
18.05	**Proposal for update in passed-out students of 2023-2024 for awarding Diplomas and Degrees in the 3rd convocation of the institute.**	Implemented
18.06	**Proposal for approval of the list of students for awarding medals and appreciation certificates to the overall toppers and discipline wise toppers of Diploma, UG and PG programmes along with the relevant rules and regulations.**	Implemented.
18.07	**Proposal for approval of Registrar In-Charge as the signatory for Pass Certificates to be awarded to the graduating students of 2023-2024 during the 3rd Convocation of the institute.**	Implemented.
18.08	**Proposal for approval of the Academic Calendar of the institute for the year 2025.**	Implemented.
18.09	**Proposal for approval of the class time table for the even semester session of 2025.**	Implemented.
18.10	**Proposal for approval of the time tables of Midterm and Endterm examinations of the January-June, 2025 session.**	Implemented.

18.11	**Proposal for ratification of the resolution of an urgent senate agenda items approved through circulation.**	Ratified

Members were requested to note the ATR.

<u>Resolution No. R-19S/02/25</u>: The ATR was noted.

Section B: Items requiring approval of the Senate:

Item No. 19.03: Proposal for introduction of new Academic programmes in the institute from the Academic Year 2026-2027.

In alignment with the National Education Policy (NEP) 2020, which emphasizes multidisciplinary education, flexibility in curriculum and skill development to meet the evolving demands of society and industry, the institute proposed to start the following new academic programmes under various departments at the undergraduate and postgraduate level in emerging areas.

Sl No.	Name of the programme	Level	Proposed intake	Offering Department	Status of draft curriculum
1	M.Tech Programme in Nanoelectronics & VLSI Design	PG	18	Electronics and Communication Engineering	Prepared
2	M.Tech programme in Geotechnical Engineering	PG	18	Civil Engineering	Prepared
3	M. Tech in Electronic Instrumentation and Control Engineering	PG	12	Instrumentation Engineering	Prepared
4	B. Tech in Artificial Intelligence/Data Science	UG	60	Computer Science and Engineering	Under preparation

The curriculums for these programmes were developed/under preparation in accordance with the curricular framework and guidelines of NEP 2020, with strong emphasis on research, employability, and holistic education.

The introduction of these programmes was expected to-

a. Generate employment opportunities by creating a skilled workforce, thereby contributing to the upliftment of the local economy.
b. Encourage innovation in various emerging fields of agriculture, science and technology.
c. Help realize the vision of NEP 2020 by promoting quality education, research, and capacity building.

The members of the Senate were requested to consider and approve the proposal. Upon approval, detailed proposals for each programme shall be finalised and necessary initiatives will be taken for getting the approval of the All India Council for Technical Education (AICTE).

<u>Resolution No. R-19S/03/25</u>: The members appraised the proposal for starting new academic programmes. Threadbare discussions were held regarding the proposed programmes. The Heads of the departments proposing the programmes presented a brief overview on their

respective proposals. The suggestions provided by the members after programme wise deliberations are listed below:

A. **M.Tech Programmc in Nanoelectronics & VLSI Design:**

1. **The nomenclature of the programmes shall preferably be chosen from the approved list of programme nomenclatures of AICTE, to ensure standardization and fulfillment of regulatory norms.**
2. **The eligibility criteria for admission into the proposed programme shall be clearly defined. Specific mention should be made regarding the academic domains and disciplines from which students will be eligible to apply.**
3. **It should be explicitly mentioned whether candidates qualified in GATE would be granted any exemption or preference during the admission process.**
4. **The total credit requirement for the programmes shall be limited to a range of 70 to 80 credits, in line with norms followed by the institute with reference to the ongoing PG programmes.**
5. **Internship opportunities shall be integrated into the curriculum, enabling students to gain practical industry exposure.**
6. **The curriculum shall be designed in consultation with industry experts to ensure alignment with current trends and demands in the sector. Relevant courses focusing on packaging shall be incorporated into the curriculum to enhance industry relevance and employability.**

B. M. Tech programme in Geotechnical Engineering:

1. **As the department of Civil Engineering was proposing the second M. Tech programme under the department, it was suggested to review the performance of its existing M. Tech programme, particularly in terms of admission trends and placement outcomes.**
2. **The members emphasized the need for consistency in drafting the curriculum. Efforts should be made to ensure uniformity in course structure, credit distribution and other criteria with the existing PG programmes of the institute.**
3. **It was recommended that the syllabus include a greater number of textbooks and reference materials. The inclusion of latest editions and recent publications should be ensured to keep the syllabus updated with current academic and industry standards.**
4. **The department was encouraged to design the curriculum to enhance its consultancy activities in the field of Geotechnical engineering. This would not only contribute in providing practical exposure to the students but also strengthen the academic-industry interface of the department.**

C. M. Tech in Electronic Instrumentation and Control Engineering

1. **The department was advised to propose a revised nomenclature for the programme, preferably selected from the list of approved programme nomenclatures of AICTE, to ensure regulatory compliance.**
2. **The department was encouraged to make efforts to revive the M. Tech programme in Green Energy Technology, which is currently under its supervision. If deemed necessary, the department may initiate consultations with institutes like IIT Guwahati for reviewing the curriculum of the programme to ensure its relevance to the current and emerging needs in the field.**
3. **Proper consultation with industry experts should be undertaken during the curriculum development process. It was further suggested that the industry linkage should not be limited to the process industry, but should also encompass emerging domains such as medical instrumentation and other modern emerging areas.**

D. B. Tech in Artificial Intelligence/Data Science

The current student's intake of the department of CSE at the 1st semesters of the Diploma, UG and PG programmes are 30, 90 and 18 in numbers respectively. After reviewing the student's strength with reference to the available faculty members of 14, the members suggested that the proposal for starting the additional undergraduate programme be kept in abeyance for the time being.

In addition to the programmes wise suggestions provided by the members, it was also clarified that no additional infrastructural support and manpower (faculty and staff) shall be provided immediately for starting of any new programme. In view of this, it was further advised to carry out a review of the infrastructural readiness of the institute to accommodate the anticipated increase in student strength resulting from the introduction of these new programmes.

It was resolved that individual departments shall revise their proposals by incorporating the suggestions provided to be placed in the next Senate.

Item No. 19.04: Proposal for Introduction of Minor/Specializations in Undergraduate Programs as per NEP 2020 and AICTE Guidelines.

In alignment with the National Education Policy (NEP) 2020, which emphasizes a holistic and multidisciplinary approach to education, the institute has undertaken a revision of its course curricula. As part of this initiative, and in accordance with the guidelines issued by the All India Council for Technical Education (AICTE), the institute proposes the introduction of Minor/specializations in undergraduate programmes. The

introduction of Minors across various undergraduate programmes shall enable students to gain additional knowledge and skills in disciplines outside their major area of study. This will provide greater academic flexibility and interdisciplinary learning opportunities, thereby enhancing the employability and academic profile of graduates.

The members were requested to approve the proposal. Once approved the departments shall finalize the course structures and syllabi for Minor specializations through their respective Board of Studies.

Resolution No. R-19S/04/25: The Idea of introducing minors was approved in principle. It was suggested to place the proposal again with all the necessary details in the next meeting of the Senate for discussion and approval.

Item No. 19.05: Proposal for increasing the intake capacity of the Bachelor of Design (B.Des) programme under the Department of Multimedia Communication and Design of the institute.

The Department of Multimedia Communication and Design has proposed an increase in the intake capacity of its Bachelor of Design (B.Des) programme from the existing 25 seats to 40 seats, effective from the Academic Year 2026–2027. The detailed proposal, along with justification supporting this increase, submitted by the department was placed before the members for reference.

Members were requested to review the proposal and provide their comments and approval.

Resolution No. R-19S/05/25: The proposal for increasing the intake was approved in principle, in accordance with the relevant norms of the AICTE, and subject to the availability of necessary infrastructural facilities such as classrooms and hostels to accommodate the additional numbers of students.

Item No. 19.06: Proposal for correction of significant components in the curriculum of the existing programmes proposed by the Department of Multimedia Communication and Design.

A. Correction of course codes:

The department of Multimedia Communication and Design of the institute proposed for revision/correction of the course codes for its PG 1st and 2nd semester project courses as per the guidelines of the academic ordinance (OA) of the institute. The course codes to be revised/ corrected are mentioned below:

Programme: Bachelor of Design (B. Des)		
Subject Name	**Existing Subject Code**	**Proposed Subject code**
Design Studio – I (Digital Drawing Technique)	UMD196	UMD191
Design Studio – II (Graphic Design)	UMD294	UMD291

B. Correction of contact hours:

Programme: Master of Design (M. Des)			
Subject	**Semester**	**Existing Contact hours**	**Proposed Contact hours**
Practical/ Studio	2nd	16	32

Members were requested to approve the proposed modifications.

Resolution No. R-19S/06/25: The proposed corrections were approved.

Item No. 19.07: Approval/concurrence of agenda items recommended by the Institutional PhD Programme Committee (IPPC) of the institute.

The IPPC of the institute had approved various agenda items through its meetings held on 22-05-2025 and 14-07-2025. Among the agenda items resolved, the following were recommended for approval/concurrence of the Senate.

1. Proposal for uploading the below mentioned information related to the PhD programmes on the Institute's website:
   a. A batch-wise list of Ph.D. students admitted, including their names, roll numbers, and dates of admission.
   b. A list of students who have been awarded the Ph.D. degree.

   The template for uploading the information under point (b) above was placed before the members.
2. Proposal for approval of the revised proforma of the "Approval Sheet" to be included in the final version of the Ph.D. thesis following successful conduct of the final viva-voce examination. The said proforma was placed before the members.
3. Proposal for approval of the proforma of the "Identical Certificate" to be submitted at the time of Ph.D. thesis submission for review. The proforma as referred was placed before the members.
4. Proposal for adoption of the "Sample Ph.D. Thesis Template" from the Academic Ph.D. Regulations (RA-4), 2022 as the standard format for thesis submission under Clause 15.1 of the current Academic Ph.D. Regulations (RA-4), 2024 incorporating the revised proforma of the approval sheet. The said template was placed before the members.

5. Proposal for correction of typographical errors in the Clause Nos. 2.4 and 9.4 of the amended Academic Ph.D. Regulation (RA-4), 2024 as identified post approval in the 17th Senate meeting of the institute held on 23.08.2024. The referred corrections were presented before the members.
6. Proposal for approval of the hierarchical structure of soft copy of the PhD thesis to be uploaded to the ShodhGanga repository , in alignment with the Memorandum of Understanding (MoU) signed between CITK and ShodhGanga as outlined below:

    - All Complete thesis
    - **01_Title** - Title Page
    - **02_Preliminary Pages** - Title, Declaration, Dedication, Certificates, Acknowledgement, List of Tables, List of Figures, List of Symbols, List of Graphs (Whatever is applicable)
    - **03_Table of Contents** - Content
    - **04_Abstract** - Abstract
    - **05_Chapter 1**
    - **06_Chapter 2**
    - **07_Chapter 3**
    - **08_Chapter 4**
    - **09_Chapter 5**
    - ….
    - …..
    - **12_Annuxures** - Bibliography, Reference, Questionnaires, Publications list and journals pages, Maps.
    - **80_Recommendations** - Title, Future Work, Conclusion, Summary
    - **81_PlagiarismReport Plagiarism/Similarity Report**

7. Proposal for approval of the comprehensive guidelines for checking plagiarism in PhD thesis, prepared in accordance with the existing norms of the University Grants Commission (UGC) and other relevant regulatory bodies by a six-member committee of the institute. The said draft was presented before the members**.**

Members were requested to consider the above recommendations of the IPPC.

<u>Resolution No. R-19S/07/25</u>: The para wise resolutions are as follows:
Regarding the proposal placed in para 1 of the above agenda item, it was resolved not to upload all the details related to the Ph.D. scholars and the evaluators of their theses on the Institute website as proposed.

The proposals placed in para 2 to 6 were approved as submitted.

Regarding the proposal of para 7, It was suggested to continue following the existing procedure adopted by the Institute for plagiarism checking of PhD thesis, in line with existing UGC norms. The draft prepared and proposed under this item was put on hold for further review.

Section C: Items for ratification of the Senate

Item No. 19.08: Proposal for ratification of the urgent senate agenda items approved through circulation.

One urgent agenda item as detailed below was circulated amongst the members of the Senate through e-mail for comments and approval on 03-07-2025.

1. Proposal for approval of the revised curriculum and syllabi for the 3rd semester (2nd year) courses of the Diploma, Undergraduate (UG), and Postgraduate (PG) programmes of the institute.

Approval/comments for the same have been received from 16 members against the required quorum of 11. The referred agenda item along with the relevant annexure and the comments received were placed before the members.

Members were requested to ratify the same.
Resolution No. R-19S/08/25: The members ratified the agenda item as proposed.

Additional Agenda Items:

Item No. 19.09: The following agenda items were placed before the members with the permission of the Chair.

Section A: Items requiring approval of the Senate

01. Proposal for Introduction of Ph.D. Programme in the Department of Mechanical Engineering and approval of the course structure and detailed syllabus for the coursework.

It was proposed that the Department of Mechanical Engineering shall commence its Ph.D. programme from the current academic session. The department had prepared the course structure and the detailed syllabus for the coursework component of the said programme, in alignment with the institute's existing regulation.

The proposed course structure and syllabus was duly reviewed and approved by the Board of Studies (BoS) of the Department of Mechanical Engineering. The same was placed and presented before the members**.**

Members were kindly requested to consider and approve the introduction of the Ph.D. programme in the Department of Mechanical Engineering along with the proposed course structure and detailed syllabus for the coursework.

Resolution No. R-19S/09(01)/25: The members approved the proposal and recommended the same to be approved in the BoG meeting.

02. Proposal for delegation of Power by the Director and Chairman, Senate to the Dean (Academic Affairs) for Approval of Panel of External Examiners for Ph.D. Thesis Evaluation.

As per the clause no. 16.2 of the existing PhD academic regulations of the institute, the panel of external examiners for evaluation of Ph.D. thesis should be placed before the Director and Chairman, Senate for approval through the Chairman of Institute PhD programme Committee (IPPC). To facilitate timely processing of thesis evaluations, it is proposed to delegate the power of approving the panel of external examiners to the Dean of Academic Affairs. The Dean of Academic Affairs will continue to ensure that all procedures related to the constitution of examiner panels are strictly in accordance with the institute's Ph.D. regulations and guidelines.

The members were requested kindly to consider and approve the said delegation of power by the Director and Chairman, Senate to the Dean of Academic Affairs.

Resolution No. R-19S/09(02)/25: The agenda item was dropped by the Chairman, Senate.

Sd/-
Ex-officio non-member Secretary
Senate, CIT Kokrajhar