श्री माता वैष्णो देवी विश्वविद्यालय
SHRI MATA VAISHNO DEVI UNIVERSITY, KATRA
SCHOOL OF COMPUTER SCIENCE & ENGINEERING

Date: 25.05.2020

Minutes of the Meeting of 12th Board of Studies

12th Board of Studies Meeting has been conducted to discuss and approve the modified evaluation mechanism due to situation arising of COVID-19.

The agenda has been discussed by the following members:

1. Dr. Manoj Kumar Gupta, Head/SoCSE, SMVDU — Chairman
2. Dr. Manoj Mishra, Professor and Head, Deptt. of CSE, IIT Roorkee — Member Expert
3. Mr. Akshay Bhargava, Head, Program Management Officer, TCS — Member Expert

4. Dr. Baij Nath Kaushik, Associate Prof., SoCSE, SMVDU — Member
5. Dr. Ajay Koul, Associate Prof., SoCSE, SMVDU — Member
6. Mr. Manoj Kumar, Assistant Prof., SoCSE, SMVDU — Member Secretary

7. Mrs. Sonika Gupta, Assistant Prof., SoCSE, SMVDU — Member
8. Dr. Sunanda Gupta, Assistant Prof., SoCSE, SMVDU — Member
9. Dr. Sakshi Arora, Assistant Prof., SoCSE, SMVDU — Member
10. Dr. Naven Kumar Gondhi, Assistant Prof., SoCSE, SMVDU — Member
11. Mrs. Pooja Sharma, Assistant Prof., SoCSE, SMVDU — Member
12. Mr. Sanjay Sharma, Assistant Prof., SoCSE, SMVDU — Member
13. Mr. Deo Prakash, Assistant Prof., SoCSE, SMVDU — Member
14. Mr. Anuj Mahajan, Assistant Prof., SoCSE, SMVDU — Member
15. Mr. Sudesh Kumar, Assistant Prof., SoCSE, SMVDU — Member
16. Dr. Abhishek Gupta, Assistant Prof., SoCSE, SMVDU — Member
17. Mr. Alex Joseph, Assistant Prof., SoCSE, SMVDU — Member
18. Ms. Monia, Assistant Prof., SoCSE, SMVDU — Member

The agenda points of the meeting were as follows:-

1. Detailed methodology for undertaking Summer Training/Internship by students of B.Tech. programs in view of current circumstances.
2. Detailed methodology for completion of Project Work/Dissertation for Final Year students.
3. Detailed evaluation mechanism for Major Project/Dissertation
4. Evaluation mechanism worth 50 marks for all courses, including lab and excluding Major Exam.
5. Evaluation mechanism for M.Tech. Dissertation

6. Evaluation mechanism for M.Tech. Colloquium
7. Evaluation mechanism for Mini Project in B.Tech Sem VI.

Agenda item No.1: Detailed methodology for undertaking Summer Training/Internship by students of B.Tech. programs in view of current circumstances.

The members deliberated and recommended the following considering the UGC guidelines attached as Annexure-A:

a. Minimum 4 week course from Coursera/ Udemy / NPTEL/edX (after First Year)
b. 6 weeks or more (preferably online) Internship/ minimum 4 week course from Coursera/ Udemy / NPTEL /edX (mandatory after 3rd Years)

Agenda item No.2: Detailed methodology for completion of Project Work/Dissertation for Final Year (Terminal) students.

The members deliberated and recommended the following considering the UGC guidelines attached as Annexure-B:

a. Completion of Project Work stand with the minimum requirement as follows, if the project report has:
   i) Problem Statement
   ii) Objective stated
   iii) Literature Review
   iv) Models for simulation/implementation is stated
   v) Analysis and Discussion
b. As per the UGC guidelines (Annexure-B), experimental works are exempted due to Covid - 19 situations.

Agenda item No.3: Detailed evaluation mechanism for Major Project/Dissertation

The members deliberated and recommended the following:

Evaluation mechanism for preparation and evaluation of B.Tech. Major Project/Internship may be as follows:

i. A pdf copy of the final project report be submitted by the students to the Major Project Coordinator, through faculty guide.
ii. The project report shall be sent to the external examiner for evaluation; however evaluation rubric of the of the report shall be as follows:
   100 marks (100 Marks scaled down to 20 marks) evaluation will break-down as follows:
   a. 50 marks for report formatting
   b. 50 marks for report content
iii. The student will be required to submit a presentation (Live On-line or via e-mail) and undergo a viva exam, to be taken by a committee to be constituted by Major Project Coordinator/Head of School. The viva may be conducted via online mechanism like Google Meeting/ Skype / Zoom etc. or over the phone, in case of network issue.

iv. The break-up of the mark shall be as under:
    a. Project Guide: 50 marks (for Major Project) / 25 each for Faculty guide & Internship Guide for Internship students.
    b. External Expert: 20 marks
    c. Viva by committee: 30 marks

Agenda item No.4: Evaluation mechanism with 50 marks for all courses, including lab and excluding Major Exam.

The members deliberated and recommended the following considering the UGC guidelines attached as Annexure-B:

The evaluation mechanism for course work / Practical Lab for 50 marks shall be as under:

i.   Course with Lab
     a. Minor-I: 30 marks
     b. Assignment / Quiz: 10 marks
     c. Lab Assignment / Quiz: 10 marks
ii. Course without Lab
     a. Minor-I: 30 marks
     b. Assignment / Quiz: 20 marks

Agenda item No.5: Evaluation mechanism for M.Tech. Dissertation

The members deliberated and recommended the following regarding the evaluation mechanism for preparation and evaluation of M.Tech. Dissertation as follows:

i.   A pdf copy of the final project report be submitted by the students to the M.Tech. Dissertation Coordinator, through faculty guide not later than 20th June 2020.
ii. The project report shall be sent to the external examiner for evaluation; however, evaluation rubric of the of the report will be as follows:
     100 marks (100 marks scaled down to 30 marks) evaluation will break-down as follows:
     a. 50 marks for report formatting
     b. 50 marks for report content
iii. The student shall be required to share a presentation (Live On-line or via e-mail) and undergo a viva exam, to be taken by a committee to be constituted by M.Tech. Dissertation Coordinator/Head of School. The viva may be conducted via online mechanism like Google Meeting/ Skype/ Zoom etc. or over the phone, in case of network issue.
iv. The break-up of the mark shall be as under:
     a. Project Guide: 30 marks.
     b. External Expert: 30 marks
     c. Viva by committee: 30 marks
     d. Marks based on grade obtained in Dissertation Phase-I in 3rd semester – 10 marks.

Agenda item No.6: Evaluation mechanism for M.Tech. Colloquium

The members deliberated and recommended the following evaluation mechanism for M.Tech. Colloquium:

i. The student shall be required to share a presentation (Live On-line or via e-mail or via in person) and undergo a viva exam, to be taken by a committee to be constituted by M.Tech. Colloquium Coordinator/Head of School. The viva may be conducted via online mechanism like Google Meeting/ Skype/ Zoom etc., or over the phone, in case of network issue or via offline.

ii. It was decided that the panel of faculty members may be constituted to evaluate the performance via online or offline.

iii. The break-up of the mark shall be as under:
   a. Marks by coordinator: 50 marks.
   b. Viva by committee: 50 marks

Agenda item No.7: Evaluation mechanism for Mini Project B.Tech. 6th Semester

The members deliberated and recommended the following evaluation mechanism for Mini Project B.Tech. 6th Semester:

The student shall be required to share a presentation (Live On-line or via e-mail or in person) and undergo a viva exam, to be taken by a committee to be constituted by Mini Project Coordinator/Head of School. The viva may be conducted via online mechanism like Google Meeting/ Skype/ Zoom etc. or over the phone, in case of network issue or via offline.

The break-up of the mark shall be as under:

a. Marks by Supervisor: 40 marks.
b. Viva by committee: 60 marks

Sd/-
Manoj Kumar
Member Secretary
BoS/SoCSE