Department of Computer Science and Engineering
National Institute of Technology Calicut
NIT Campus (PO), Calicut-673601, India

DCC Meeting Minutes

Date: 15-07-2024   **Time: 11:30 AM to 01:00 PM**   **Venue: MB207**

Agenda Items:
1. Ratification of the minutes of the DCC meeting held on 28/06/2024
2. Action Taken Action Pending Report of the last DCC meeting on 28/06/2024
3. Requirement of on campus selection process for M Tech Self Sponsored seats
4. Maintaining SFR ratio in every semester
5. B.Tech Project Guidance - Maximum number of students per faculty
6. Timetable and Elective allocation for Monsoon 2024-25 AY
7. Any other item: M.Tech Project Guidelines

The DCC meeting started at 11:30 AM at MB207. The chairperson welcomed all members to the meeting.

Agenda Item 1: Ratification of the minutes of the DCC meeting held on 28/06/2024

The DCC ratified the minutes of the DCC meeting held on 28/06/2024.

Agenda Item 2: Action Taken Action Pending Report of the last DCC meeting
Action Taken:
Communicated the request for Adhoc faculty positions to the Dean(FW).
Action pending :NIL

Agenda Item 3: Requirement of on campus selection process for M Tech Self Sponsored seats

HoD informed the DCC, that members of the self-sponsored M.Tech interview panel have reported, that there were noticeable instances of potential malpractices in the online selection process for M.Tech self-sponsored seats. Specifically, the panel members explained in the meeting, that candidates who answered several questions correctly in the exam, were not even able to explain the basic terms involved in the questions which they answered correctly - essentially raising a strong suspicion that they have solved the questions with external help, amounting to malpractice. The DCC unanimously resolved that the matter may be reported to the BoAC so that an institute level decision to conduct "On-Campus" selection process in the future for M.Tech self-sponsored admission seats may be seriously considered in the interests of upholding academic honesty and integrity.

DCC also made a critical observation that M.Tech AI-DA programme is the only programme in the institute that is completely filled with self sponsored seats, and candidates securing admission to the programme through unethical means would seriously jeopardize the professional standing of the programme, which the department considers as one that has the potential to achieve 100% placements.

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17/07/24

Agenda Item 4: Maintaining SFR ratio in every semester

HoD presented that with the current faculty strength in the department, the SFR calculations for the department is as shown below:

Low Student-Faculty ratio of the department
The calculation of Student-Faculty Ratio (SFR) for the Monsoon Semester 2024-25 is as follows:

UG First year student intake 2024 expected (approx.)	: 200
UG Second year student strength 2023 (approx.)	: 200
UG Third year student strength 2022 (approx.)	: 200
UG Fourth year student strength 2021 (approx.)	: 200
Total (approx.)	: 800
PG First year student intake 2024 expected (approx.)	: 75 (CSE + CS-IS + AIDA)
PG Second year student strength 2023 (approx.)	: 75 (CSE + CS-IS + AIDA)
Total (approx.)	: 150
Total student strength	: 950
Dept. faculty strength	: 43
SFR for the Monsoon Semester 2024-25	: 1:22

The DCC observed that if the department functions with this SFR, it will have serious implications on regulatory/mandatory audit requirements of the academic programmes of the department. As per the NBA accreditation regulations, the department is expected to maintain the SFR ratio 1:20 for ensuring the eligibility for six years accreditation for all the programs. Also it was noted that there would be an NBA visit in Monsoon Semester 2024-25 for M Tech CSE.

After a detailed discussion, the DCC opined that the maintenance of 1:20 SFR in all the academic departments of the institute may be considered as an institute policy. Accordingly, the DCC resolved to propose that an institute level policy for maintenance of 1:20 SFR may be placed before the consideration of the BoAC and the Senate. It was also recommended that the proposal may be presented to the Institute IQAC chairperson as well as the NBA Coordinator.

Agenda Item 5: B.Tech Project Guidance - Maximum number of students per faculty and group strength
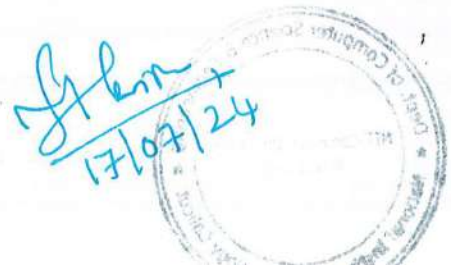
The maximum number of students under the guidance of a faculty is limited to 6 for both S7 and S8 B.Tech projects. The maximum number of students in a single project group is limited to 3.

Agenda Item 6: Timetable and Elective allocation for Monsoon 2024-25 AY

Timetable for the monsoon semester 2024-25 was presented. The allocation of Ph.D. scholars and M.Tech. students for lab duty was also informed. A policy of core labs to scholars who are in the first and

second years of research and scholars from third and fourth years of research were allocated non-core labs.

Allocation of S5-CSE and S7-CSE students to theory electives were done as per a randomization procedure. The procedure was detailed out and the list of students for each elective course was published. The FAs and elective course faculty members were informed to adhere to the list during the registration process. The procedure for the add/drop course was also detailed out.

The change in classrooms for S7-BTech and S1-MTech was also mentioned and the faculty members were also informed about adhering to the institute rule of offering courses section-wise by not combining lecture hours between sections of students.

Any other item: M.Tech Project Guidelines

M Tech Coordinators provided the following guidelines for the M.Tech project:

1. The guide assigned to a student for Project Phase I will continue to serve as the guide for Phases II, III, and IV.
2. A change of guide is permissible upon the student's request, with the consent of the current and new guides.
3. The evaluation for Project Phase II is tentatively scheduled for mid-August 2024.

The meeting ended at 01:00 PM on 15-07-2024.

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