

**MINUTES OF THE 8<sup>TH</sup> ACADEMIC AFFAIRS COMMITTEE MEETING HELD ON 13<sup>TH</sup> FEBRUARY, 2012 AT 4:30 P.M. IN NIFT CAMPUS, NEW DELHI**

The following were present:

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| 1. | Ms. Monika Garg, DG – NIFT & JS, MOT   | Chairperson |
| 2. | Sr. Prof. Banhi Jha, Dean (A), NIFT    | Member      |
| 3. | Sh. Sudhir Jain, Professor, IIT, Delhi | Member      |

Also present:-

Sh. K. Chandra Choodan, Registrar (Estt.) & Board Secretary

Sh. Suhail Anwar, Head (AA)

Ms. Rajni Chopra, Asst. Board Secy.

Sh. Rajesh Pratap Singh, Designer and Sh. Dilip B. Jiwrajka, M.D, Alok, Industries Limited were granted leave of absence.

**AGENDA ITEM NO. 0801**

**TO CONFIRM THE MINUTES OF THE 7<sup>TH</sup> ACADEMIC AFFAIRS COMMITTEE MEETING HELD ON 6<sup>TH</sup> JULY, 2011 AT 11:30 A.M. AT NIFT CAMPUS, HAUZ KHAS NEW DELHI**

The minutes of the meeting had been circulated to all the members of the Committee. No changes or modifications were proposed. The minutes were therefore confirmed.

**AGENDA ITEM NO. 0802**

**ACTION TAKEN REPORT ON LAST MINUTES OF THE ACADEMIC AFFAIRS COMMITTEE MEETING HELD ON 6<sup>TH</sup> JULY, 2011**

The report on the action taken on the decisions of the previous meetings of the AAC was noted by the Committee.

**AGENDA ITEM NO. 0803**

**SHORTAGE OF ATTENDANCE**

The AAC was apprised about the prevailing NIFT Student Attendance Policy as per which a student is required to have minimum 75% attendance in all and minimum 65% attendance in each individual subject taught in the semester to be allowed to appear in the end semester exams/ jury of the subjects. Furthermore in extreme extenuating circumstances, relaxation in attendance may be allowed to students who have overall attendance of 75% but have less than 65% attendance in upto two subjects, with lower limit of 50%, based on self-study norms in these two subjects.

The Committee perused the cases of Minakshi Solanki, AD- III, New Delhi, Chetna Lodhi, TD-III Bhopal and Mohita Madan, M. Des-I Mumbai and noted that

Minakshi Solanki has overall attendance of 75%, has attendance more than 65% in all except one subject and her attendance in one subject is less than 50%, whereas Chetna Lodhi and Mohita Madan are meeting the requirement of 65% in each subject but their overall attendance is less than 75%.

After due consideration, the AAC approved the case of shortage of attendance of Minakshi Solanki noting that she was falling short of the desired percentage in one subject only which was taught in a modular form. However, the Committee rejected the case of Chetna Lodhi and Mohita Madan with the observation that the criteria of overall attendance can not be relaxed.

**AGENDA ITEM NO. 0804**

**IMPACT ANALYSIS DUE TO INTERVENTION OF POLICY GUIDELINES ON  
“MEANS-CUM-MERIT FINANCIAL ASSISTANCE SCHEME”**

Impact analysis due to intervention of Policy guidelines on ‘Means-Cum-Merit-Financial Assistance Scheme’ was noted by the AAC.

**AGENDA ITEM NO. 0805**

**IMPACT ANALYSIS DUE TO INTERVENTION OF POLICY GUIDELINES ON  
“ATTENDANCE, TUITION FEES, RE-REGISTRATION CHARGES, INTER CENTRE  
TRANSFER, INTER DISCIPLINE TRANSFERS, ISSUANCE/ATTESTATION OF  
DOCUMENTS, ISSUANCE OF MIGRATION/PROVISIONAL CERTIFICATE AND THE  
FORMAT OF GRADE SHEETS AND TRANSCRIPTS”- REG.**

Impact analysis due to intervention of Policy guidelines on “Attendance, Tuition fees, Re-registration charges, Inter Centre Transfer, Inter Discipline Transfers, Issuance/Attestation of documents, Issuance of Migration/Provisional Certificate and the format of Grade Sheets and Transcripts” was noted and appreciated by the AAC.

**AGENDA ITEM NO. 0806**

**ISSUANCE OF CHARACTER CERTIFICATE TO NIFT GRADUATES**

This item was withdrawn.

**AGENDA ITEM NO. 0807**

**ANY OTHER ITEM WITH THE PERMISSION OF CHAIR**

The meeting ended with a vote of thanks to the Chair.