MINUTES

OF

the Special meeting of the Faculty of Science held on Friday, 31st May, 2013 at 09:00 a.m. in the Conference Room of the Department of the Physics, AMU.

The following members were present:

1. Prof. (Mrs.) Arunima Lal    --   (In the Chair)
2. Prof. Mahshar Raza
3. Prof. Rahimullah Khan
4. Prof. Abdul Qaiyum
5. Prof. Zafar Ahsan
6. Prof. Qamrul Hasan Ansari
7. Prof. Mohd Ashraf
8. Dr. S. A. Rashid
9. Dr. Liaqat Ali Khan Rao
10. Dr. A.H.M. Ahmad
11. Prof. Ateeque Ahmad
12. Prof. Syed Naushad Ahmad
13. Dr. S. Najmul Islam Hashmi
14. Prof. Afzal Beg
15. Prof. Mohd. Imdad
16. Prof. Sayeed Ahmad Khan
17. Prof. Badruddin
18. Dr. Shahid Husain
19. Prof. Shafiq Ahmad
20. Prof. M. Masood Khalid
21. Mr. S. Suhaib Hasan
22. Dr. Nadeem-ur-Rehman
23. Prof. M. Shakir
24. Prof. Abdul Bari
25. Prof. Qazi Mazhar Ali
26. Dr. Rashid Umar
27. Prof. Salahuddin Qureshi
28. Prof. Hifzur Rahman
29. Dr. Haseeb Athar
30. Prof. Hasan Matinul Islam
31. Prof. Rashid Hasan
32. Prof. M. Afzal Ansari
33. Mr. Suhel Mustajab
34. Mr. S. Maheshwari
35. Mr. Shahid Masood
36. Prof. Shamsul Haque Siddiqui
37. Prof. B.P. Singh
38. Dr. Aminul Islam
39. Dr. Shamsuzzaman
40. Prof. Athar Ali Khan
41. Dr. Nazeer Ahmad
42. Prof. Huzoorul H. Khan
43. Prof. Mohammad Shoeb
The proceedings of the Faculty commenced with the recitation of verses from the Holy Quran.

The Chairperson called the meeting to order

Following this, the Chairperson on behalf of the house and on her own behalf, welcomed the new members and expressed the hope that the Faculty would be immensely benefited by their active participation in its deliberations.

1. Prof. Tabrez Alam, Department of Chemistry, JMI, New Delhi – Co-opted member
2. Prof. Mushahid Husain, Department of Physics, JMI, New Delhi – Co-opted member
3. Prof. Mohd Ishtiaq, Department of Geography, JMI, New Delhi – Co-opted member
4. Prof. Brijender Singh, Department of Computer Science, Lucknow Univ., Lucknow – Co-opted member
5. Prof. Rahimullah Khan, Chairman, Department of Physics
6. Mr. Suhail Mustajab, Chairman, Department of Computer Science
7. Dr. Shahid Ali, Department of Mathematics
8. Dr. Shakir Ali, Department of Mathematics

The Chairperson also placed on record the appreciation of the House for the valuable services rendered by the following outgoing members:

1. Prof. Wasi Haider Department of Physics
2. Prof. Mohd Jameel Ahsan Department of Statistics & O.R.
3. Dr. M.U. Bokhari Department of Computer Science
4. Dr. Mohd. Irfan Department of Mathematics
5. Dr. Vakeel Ahmad Department of Mathematics
Thereafter, the agenda items were take up for consideration.

**Item No. 1**

Discussed in detail and debated at length the draft ordinances for the semester system of the Bachelor Program to be implemented from the academic session 2013-2014. The Faculty members unanimously recommended the Ordinances to the Academic Council for approval (Copy enclosed)

The Faculty also constituted Curriculum Development Committee (CDC) for a period of two years, consisting of following members-

1. Prof. Badaruddin - Department of Physics
2. Prof. M. Shakir - Department of Chemistry
3. Prof. Qamarul Hasan Ansari - Department of Mathematics
4. Prof. Qazi Mazhar Ali - Department of Statistics & O.R.
5. Prof. Shamsul Haq Siddiqui - Department of Geography
6. Dr. A.H.M. Ahmad - Department of Geology
7. Mr. S. Maheshwari - Department of Computer Science

**Item No. 2**

Decided unanimously that on approval of Ordinances by Academic Council, Board of Studies of the concerned Departments of Studies, will meet again, if required, to recommend the course structure and syllabi accordingly. It will then be vetted by CDC and the Dean is authorized to approve the same on behalf of Faculty.

**Item No. 3**

The item is deferred in view of a confidential letter received from the office of the Registrar on 29.05.2013
The Chairperson declared the meeting closed and thereafter thanked the members for their active participation in the deliberations.

Prof. (Mrs.) Arunima Lal
Dean

Copy to:
1. All Members of the Faculty with the request to kindly go through the Minutes and correction, if any, may kindly be intimated to this office, within three days.

2. Deputy Registrar (Academic) for information and necessary action.

Prof. (Mrs.) Arunima Lal
Dean
1. Introduction

(a) Aligarh Muslim University offers full-time program leading to the B.Sc.(Hons.) in the Faculty of Science.

(b) The following may be taken as Main subject for the B.Sc. (Hons) degree:

1. Physics
2. Chemistry
3. Mathematics
4. Geography
5. Geology
6. Statistics
7. Industrial Chemistry
8. Computer Applications

(c) The medium of instruction in these programs is English.

2. Eligibility

2.1 For B.Sc.(Hons.) Program in Faculty of Science:

Senior Secondary School Certificate or an equivalent examination with at least 55% in aggregate of English, Physics, Chemistry, Biology/Mathematics.

Further the candidate should have secured at least 50% marks in the main subject to be offered. (in case of Chemistry, Physics, Mathematics)

**Note:**
(i) candidates must have studied Mathematics at SSSC level or equivalent course for admission to Mathematics/Statistics/Mathematics/Computer Applications.
(ii) Diploma in Engineering with at least 55% marks in aggregate is considered as equivalent to Qualifying Examination for admission to B.Sc.(Hons.) Computer Applications.

3. Admission

(a) The admissions to the B.Sc. (Hons.) programs will be made normally in the Autumn Semester as per the admission policy approved by the Academic Council of the University from time to time. The admission of each student will be made in a particular Main Subject, wherever applicable.

(b) A limited number of students may be allowed to change over from one Main Subject to another within the Faculty, wherever applicable, after first year of study, i.e. at the beginning of third semester, depending on the availability of seats and their performance in the first two semesters subject to the following conditions:

(i) Only those students who do not have any break in their studies and pass every scheduled course of the first two semesters in first attempt will only be eligible to apply for a change in their Main Subject.

(ii) The weightage of the Main and Subsidiary subject being interchanged should be identical in the first two Semesters.
4. Academic Session

The academic session is divided into two regular semesters – Autumn and Winter, each of which shall be of approximately 20 weeks duration. The Autumn semester will normally commence in the month of July/August every year, and the Winter in the month of December/January. In the beginning of every session the Dean, in consultation with the Chairmen of the departments concerned, shall notify a detailed academic calendar indicating the schedule of teaching, examination, and other activities.

5. Duration of the Program

5.1 Minimum Duration

The minimum duration of the program shall be six consecutive semesters after admission.

5.2 Maximum Duration

The maximum duration of the program shall be ten consecutive semesters after admission.

6. Curriculum and Credit System

6.1 Credit System

Each program will have a curriculum in which every course will be assigned certain credits reflecting its weight and contact periods per week, as given below:

\[3 \text{ Periods including tutorial, if any, per week} = 2 \text{ Credits}\]

Normally, every theory course will be of 4/2 credits and every laboratory course will be of 2 credits. In addition to theory and laboratory courses there may be other courses such as seminar, colloquium, project, etc., which will be assigned credits as per their contribution in the program without regard to contact periods.

6.2 Course Categories

The curriculum for each branch will contain courses in the following categories having credits in the ranges given below in such a way that the total of all credits will be equal to that required for the award of degree as specified elsewhere in these ordinances.

(a) Compulsory Subjects \(24 \text{ credits}\)
   (Courses such as English, Urdu, Hindi, Theology, Social Responsibility etc.)

(b) Main Subject \(60 \text{ credits}\)
   (Courses related to main subject for Hons.)

(c) Subsidiary Subjects \(48 \text{ credits}\)
   (Courses related to the two subsidiary subjects)

   **Breakup of compulsory courses**

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Theology/History</td>
<td>4 CREDITS</td>
</tr>
<tr>
<td>Urdu/Hindi</td>
<td>4 CREDITS</td>
</tr>
<tr>
<td>Social Responsibility (Environment+Disaster+ Cyber Laws)</td>
<td>4 CREDITS</td>
</tr>
<tr>
<td>English</td>
<td>12 CREDITS</td>
</tr>
</tbody>
</table>

6.3 Coordinators and Curriculum Development Committee
There shall be a Chief Coordinator, Bachelor Programs in each Faculty, to be nominated by the Dean, and a Coordinator, Bachelor Program in each department, to be nominated by the Chairman of the department concerned. There shall also be a standing Curriculum Development Committee (CDC) in each Faculty, to be constituted by the Faculty.

6.4 The Curriculum Structure

(a) The curriculum for each program will contain a listing of all courses, with each course having a course category, course number, course title, number of contact periods per week, number of credits assigned, and the marks assigned to various components of evaluation.

(b) The total credits required for the award of degree will be, as far as possible, equally spaced between three years.

6.5 Approval of the Curriculum

The curriculum for each Bachelor program will be prepared by the department concerned and will be approved by the Board of Studies of the department. It will then be vetted by the CDC and will then be placed in the Faculty along with the recommendations of the CDC for approval. Once approved by the Faculty, the Curriculum will be implemented. The same procedure shall be used for any modification in the Curriculum.

7. Registration

(a) Every student is required to register, in each semester, for the courses that he/she has to pursue in that semester. The registration schedule will be announced by the Dean/Chairman for every semester. The registration process involves:

   (i) Obtaining the registration form from the office of the Dean of the Faculty;
   (ii) Paying the required fees.

(b) A student may be denied registration in a course due to reasons of paucity of staff or space or other facilities especially in elective courses if any.

(c) If a student fails to register in two consecutive semesters without specific permission from the Dean, his/her name may be removed from the rolls of the faculty. Such a student may apply to the Dean for re-admission stating the reasons for not being able to register for two consecutive semesters and the Dean will take suitable decision on the merit of the case.

8. Attendance (In lieu of Chapter XVII of the Academic Ordinances)

Attendance in each course separately is compulsory at least once. Students who have put in 75% or more attendance in a course in a semester will be eligible to appear in the Semester Examination of that course. Students detained from appearing in the Semester Examination of a course due to shortage of attendance will have to complete the attendance requirements in that course afresh and all marks obtained in any component of the course-evaluation will stand cancelled.
9. Examination & Evaluation (In lieu of Clause (9) of Chapter XV of the Academic Ordinances)

9.1 Components of Evaluation

(a) Each 4 credit course will be evaluated out of 100 marks and each 2 credit course will be evaluated out of 50 marks. The courses will normally have the following components of evaluation:

(i) Theory courses:
   - Sessionals: 20 %
   - Semester Examination: 80 %

(ii) Laboratory courses including Seminar, Colloquium, Project, etc.
   - Continuous Evaluation: 40 %
   - Semester Examination: 60 %

However, for special academic reasons, some courses may have different weight for different components of evaluation from that given above. Such special reasons will be spelt out clearly in the curriculum.

(b) To pass a course, the student has to compulsorily appear in the Semester Examination of that course and secure a minimum of 35% marks in aggregate. However a maximum of one Grace Mark may be awarded in each course to pass in that course.

(c) Distinction will be awarded in a course where a student secures 75% or more marks in aggregate of that course.

9.2 Earned Credits (EC)

If a student passes a course he/she earns the credits assigned to that course.

9.3 Repetition of a Failed Course

- For backlog courses (where the attendance requirement has already been fulfilled), the student shall appear only in the Semester examination and his/her sessional marks already obtained in previous semester shall be counted. Those who fail to fulfill required attendance in a course, will have to attend the same course to complete the attendance requirement & appear in sessional again.

- However, if the student also wishes to improve his/her sessional, he/she will have to fulfill the attendance requirement, earn sessional marks and appear in the Semester examination afresh and the previous sessional marks, if any, will be cancelled.

9.4 Conduct of Examinations

The examiners for the Semester Examination of all theory courses will normally be the teacher(s) associated with the course. The Seminar, Colloquium courses will be examined by the teacher(s) associated with the course and one or more examiners from among the teachers of the department to be recommended by the BOS of the department concerned. The laboratory and project courses will be examined by the teachers(s) associated with the course and an external examiner not in the service of the university at the time of examination. In case the external examiner does not turn up for the examination, the Chairman of the department concerned, in consultation with the course in-charge, shall call another person to act as the external examiner, even from within the University, if necessary.
9.5 Moderation Committee

There shall be a Moderation Committee of the concerned Department consisting of the following members to moderate the Question Papers of the Semester Examination.

(i) Chairman of the Department concerned – (Convener)
(ii) One senior teacher of the Department in each broad area of specialization (to be appointed by the BOS).

Note: The Paper Setter(s) may be invited, if necessary, to clarify the necessary details of the question paper.

10. Degree Requirement

A student who undergoes three years of regular study in the program, earns 132 credits subject to the break up in various course categories and fulfills such other conditions as may be mentioned in the curriculum will be awarded the degree. He/she must also pay all University dues as per rules. Moreover, there should be no case of indiscipline pending against him/her.

11. Promotion Rules and Mercy Appeal

11.1 Promotion

11.1.1 Promotion from First to Second Semester

A student of First Semester shall be eligible to be promoted to Second Semester if he/she completes the attendance requirements of at least 75% of the prescribed courses of First Semester.

11.1.2 Promotion from Second to Third Semester

- A student of Second Semester shall be eligible to be promoted to Third Semester if he/she completes the attendance requirements of at least 75% of the prescribed courses of Second Semester
- He/she also obtains passing marks in at least 50% of the prescribed courses of First and Second Semester taken together.

11.1.3 Promotion from Third to Fourth Semester

A student of Third Semester shall be eligible to be promoted to Fourth Semester if he/she completes the attendance requirements of at least 75% of the prescribed courses of Third Semester.

11.1.4 Promotion from Fourth to Fifth Semester

- A student of Fourth Semester shall be eligible to be promoted to Fifth Semester if he/she completes the attendance requirements of at least 75% of the prescribed courses of Fourth Semester.
- He/She also obtains passing marks in at least 50% of the prescribed courses of Third and Fourth Semester taken together.
- Further, he/she should have also cleared all prescribed courses of First and Second Semester.

11.1.5 Promotion from Fifth to Sixth Semester

A student of Fifth Semester shall be eligible to be promoted to Sixth Semester if he/she completes the attendance requirements of at least 75% of the prescribed courses of Fifth Semester.

11.2 Mercy Appeal

If the name of a student is removed from the rolls of the University on account of non-completion of the degree requirements within the maximum duration specified, he/she may appeal to the Vice-Chancellor
stating the reasons for not being able to complete the degree requirements and the Vice-Chancellor, if satisfied with the reasons, may allow the continuation of admission of the student only once during the tenure of the program, extending the total duration of the program by two semesters, at the maximum, beyond 10 semesters, if required. Under no circumstances a student will be allowed to complete the program after the lapse of 12 semesters after admission.

12. Result

(a) If a student passes all the examinations and fulfills all the requirements for the award of degree his/her result will be shown as “Graduated”.

(b) The division awarded to “Graduated” students will be based on aggregate percentage of marks in compulsory English, subsidiary subjects & main subject only as given below:

<table>
<thead>
<tr>
<th>Aggregate Percentage</th>
<th>Division</th>
</tr>
</thead>
<tbody>
<tr>
<td>60% and above</td>
<td>First</td>
</tr>
<tr>
<td>50% and above but less than 60%</td>
<td>Second</td>
</tr>
<tr>
<td>35% and above but less than 50%</td>
<td>Third</td>
</tr>
</tbody>
</table>

(c) Ranks/Positions will be determined at the end of even semesters. Only those students who fulfill the following conditions will be eligible for ranks/positions:

(i) They do not have any break in their studies;
(ii) They have passed every course of the curriculum within stipulated period of 6 semesters;

The ranks/positions will be determined on the basis of aggregate percentage of marks secured for division allotment.

13. Transitory Ordinance

Candidates admitted prior to the implementation of these Ordinances shall be governed by the Ordinances (Academic) under which they were admitted. Students who fail in the courses that are no more offered in these new ordinances and new curriculum will be allowed to pass the alternative courses, and in case there are no alternative courses, the old courses may be offered. A student admitted previously may apply to the Dean through the Chairman concerned, to be governed by these ordinances. Such cases may be allowed on a case by case basis.