

Minutes of ARPC meeting on 6th Dec 2019

Members Present: Sudhanshu Mallick, Kameswari Chebrolu, Bikash Dey, Subimal Ghosh, Prita Pant, Nityanand Prabhu, Arindam Chowdhury, Amita Tagare, Rajendra Vedula

Special Invitees(SMP Overall Coord.): Sarthak Nijhawan, Mrunmayi Mungekar

1. The committee noted that the information about entry of students into the ARP could be provided only after the semester had commenced. This time since the data is already available, it was decided to send the information to the students in the second week of December itself.

2. The list of students who would be entering the ARP was presented to the members. The members noted that some students are entering the ARP for the first time and some others are entering for the second consecutive time. The committee also noted that only those students who registered in the 2019/1 semester and continued to have the 36 credit backlog(DX,FR only) in core courses were put into the ARP for the second time. The committee considered the entry into the ARP for the second consecutive time as a very serious problem and the following measures are proposed for these students:

(a) The parent of the student is expected to be present during the registration process. However, since there could be constraints regarding the travel by parents, the student will be permitted to register but the approval of the registration will happen only after the parent has met the concerned faculty advisor - the student mentors will coordinate this activity. In the unlikely event that the parent is unable to meet the faculty advisor, a meeting with any one of the ARPC members will be required. Special cases, where the parent is unable to come at all, will be dealt with by the committee on a case to case basis.

(b) Each student will attend 100% of the classes for the courses for which he/she is registered for. However, in case of valid reasons like illness etc. a lower attendance, but not lower than 80%, will be pardoned. The template for the attendance form is available for downloading from the ARP area within the Academic web site. The attendance record will be submitted monthly to Shri Ravi Ray (Assistant Registrar) in the Academic office between 1st to 7th of the month. In the unlikely event of the attendance falling below this level or the form not being submitted each month, a note will be sent to the guardian/parent regarding this. The ARPC may recommend other serious measures (e.g. registration cancellation), to ensure that the students adhere to this condition strictly.

(c) The ARPC members will meet the students once a month – the time and dates will be announced in the beginning of the semester.

(d) Inputs will be taken from the student mentors to identify students who may need to contact the Student Wellness center due to non-academic issues.

3. It was decided to ask the ASC to implement the 24 credit upper limit during registration from the 2019/2 semester. The Academic office will be permitted to override this limit in the case of exceptional situations.

4. The committee appreciated the role played by SMP in providing support to the ARP students. The SMP coordinators presented the data regarding several aspects, academic and non-academic, that were collected by the mentors. The SMP was requested to continue this support to students in ARP

5. The committee discussed the following issues raised by the ARP faculty advisors.

a. Can the students be given an incentive in terms of some exit certification so that they leave voluntarily?

The committee discussed the issue but points for and against such an exercise were put forward and there was no consensus and it was decided that this is best taken up by some specialized committee which discusses this issue separately.

b. Does the institute have any additional responsibility towards students who are unable to graduate even after spending five or more years on campus?

The issue is linked to the item (a) above. In addition since over the years attempts to help the student in the form of ARP or other schemes have been made, the committee felt that the institute has taken the responsibility seriously and has done its best.

c. Should ARP faculty advisor and ARPC member be the same individual to avoid duplication?

The committee felt that since the ARPC looks at all students and the Faculty advisor looks at only the department students, it may be better to keep the individuals different, at least in these early stages of the program.

d. Should the Faculty Advisor be given a freedom to change the number of maximum credits that the student can register, by a small number e.g. one or two credits?

The committee felt that it is best to adhere to one number, 24 in the present case

The meeting started at 4:00pm and ended at about 5:15 pm.