Minutes

1st Executive Council Meeting

of

KLE Technological University,

Hubballi, Karnataka

July 23rd, 2015

SI No	Particulars
1	To discuss and approve Statues of KLE Technological University, Hubballi, framed
	as per the provisions of 'KLE Technological University Act – 2012'.
2	To consider 'Academic Regulations, Service Rules (framed as per the service rules & policies of KLE Society), Delegation of Financial Powers, Conduct of Convocation and regarding installation of Medals and Prizes of KLE Technological University' framed and approved by Academic Council as per the provisions of the 'KLE Technological University Act – 2012'.
3	To consider the recommendation of Academic Council and approve the Undergraduate and Post-Graduate programs that are to be started by the University from academic year 2015-16.
4	 Any other subject with the permission of the Chair. i. To consider and approve academic council recommended broad curriculum framework for various academic programs of the University ii. To consider and approve academic council recommended schemes of study and syllabi of first year for all the programs starting from 2015-16.

The following are the minutes of the Executive Meeting of KLE Technological University, Hubballi which was held on 23^{rd} July 2015 at 2 pm at the Senate Hall of the University.

SL	Name	Designation	Position
1	Dr. Ashok S. Shettar	Vice - Chancellor,	Chairman
		KLE Technological	
		University	
2	Dr. Madhusudan Atre	Former MD, AMD India	Member
		Nominee of Sponsoring	
		Body	
3	Dr. M.S. Shivakumar	Former Registrar	Member
		VTU, Belgaum	
4	Prof. B.L. Desai	Registrar,	Member
		KLE Technological	Secretary
		University	
5	Dr. Prakash G. Tewari	Dean	Member
		Academic Affairs	
6	Dr. B.B.Kotturshettar	Dean Planning and	Member
		Development	

The following Members were Present.

Agenda 1.1

To discuss and approve Statues of KLE Technological University, Hubballi, framed as per the provisions of `KLE Technological University Act – 2012'.

The first draft of Statutes of KLE Technological University framed as per the provisions of 'KLE Technological University Act -2012' is presented in Annexure -1.

Resolution: Resolved to approve Statues of KLE Technological University, Hubballi, framed as per the provisions of `KLE Technological University Act – 2012'.

Agenda 1.2

To consider 'Academic Regulations, Service Rules (framed as per the service rules & policies of KLE Society), Delegation of Financial Powers, Conduct of Convocation and regarding installation of Medals and Prizes of KLE Technological University' framed and approved by Academic Council as per the provisions of the 'KLE Technological University Act – 2012'.

The 'Academic Regulations, Service Rules (framed as per the service rules & policies of KLE Society), Delegation of Financial Powers, Conduct of Convocation and regarding installation of Medals and Prizes of KLE Technological University' framed and approved by the Academic Council as per the provisions of 'KLE Technological University Act – 2012' are presented in Annexure – 2a to 2d.

Resolution: Resolved to approve 'Academic Regulations, Service Rules (framed as per the service rules & policies of KLE Society), Delegation of Financial Powers, Conduct of Convocation and regarding installation of Medals and Prizes of KLE Technological University' framed and approved by the Academic Council as per the provisions of 'KLE Technological University Act – 2012'.

Agenda 1.3

To consider the recommendation of Academic Council and approve the Undergraduate and Post-Graduate programs that are to be started by the University from academic year 2015-16

List of Academic Council recommended Undergraduate and Post-Graduate programs that are to be started by the KLE TECHNOLOGICAL University from the academic year 2015-16 are as follows:

S. No.	Programs	Proposed Intake				
		2015-16				
	UNDER GRADUATE PROGRAMS	•				
1	BE in Mechanical Engineering 240					
2	BE in Electronics & Communication Engineering	240				
3	BE in Computer Science & Engineering 240					
4	E in Electrical & Electronics Engineering 60					
5	BE in Civil Engineering	120				
6	BE in Biotechnology	60				
7	BE in Automation & Robotics Engineering	60				
8	B.Arch in Architecture60					
	POST GRADUATE PROGRAMS					
1	MTech in Structural Engineering 18					
2	MTech in Production Management 18					
3	MTech in Energy Systems Engineering	18				
4	MTech in Digital Electronics	18				
5	MTech in Computer Science and Engineering	18				
6	MTech in VLSI Design and Embedded systems	18				
7	MTech in Machine Design	18				
8	Master of Computer Applications (MCA)	60				
9	Master of Business Administration (MBA)	60				

Resolution: Resolved to approve the Academic Council recommended Undergraduate and Post-Graduate programs that are to be started by the University from academic year 2015-16

Agenda 1.4

Any other subject with the permission of the Chair.

- **1.** To consider and approve academic council recommended broad curriculum framework for various academic programs of the University
- 2. To consider and approve academic council recommended schemes of study and syllabi of first year for all the programs starting from 2015-16.

Academic council recommended broad curriculum framework for various academic programs of the University is presented in Annexure - 3

Academic council recommended schemes of study and syllabi of first year for all the programs starting from 2015-16 is presented in Annexure - 4

Resolution:

- 1) Resolved to consider and approve academic council recommended broad curriculum framework for various academic programs of the University
- **2)** Resolved to consider and approve academic council recommended schemes of study and syllabi of first year for all the programs starting from 2015-16.

ANNEXURE – 1

[The first draft of Statutes of KLE Technological University framed as per the provisions of 'KLE Technological University Act – 2012'] The First Statutes of KLE Technological University



KLE TECHNOLOGICAL University (Established under Karnataka Act No.22, 2013) Vidyanagar Hubballi - 580031 www.kletech.ac.in

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UNIVERSITY NOTIFICATION

No. KLETECH/STATUTES/2015/1

Date: July 23, 2015

In furtherance of the objectives and in exercise of the powers conferred by Section-33 of the KLE Technological University Act, 2012 and Section-5 of the Government of Karnataka Notification, the Board of Governors, in its meeting on July 23, 2015, approves the **"FIRST STATUTES OF THE KLE TECHNOLOGICAL UNIVERSITY"**, framed and submitted by the Executive Council, and the same are notified as required under Section-34 of the said Act.

			CHAPTER – I PRELIMINARY
Short title, extent and commencement	1	1.1.	These statutes shall be called "The First Statutes of KLE Technological University" approved by the Board of Governors as per Section-34 of the KLE TECHNOLOGICAL University Act, 2012.
		1.2.	These statutes shall come into force from the date of their notification by the University.
Definitions	2		In these Statutes, unless the context otherwise requires:
		i	"Act" means The KLE TECHNOLOGICAL University Act, 2012 (Karnataka Act No. 22 of 2013);
		ii	"Academic Council", "Board of Governors", "Estate Council", "Executive Council", "Finance Council" and "Research Council", means respectively the Academic Council, Board of Governors, Estate Council, Executive Council, Finance Council, and Research Council of the University;
		iii	"Agenda Matters" means all the matters and businesses which can be either included or be taken up for discussion at a meeting of the Authorities of the University with the prior approval of the Chair;
		iv	"Authorities" means the Authorities of the University;
		v	"Board" means the Board of Governors of the University;
		vi	"Campus" means a campus(es) established and

	maintained by the University;
vi	i "Chancellor", "Pro Chancellor", "Vice- Chancellor", "Pro Vice-Chancellor", "Registrar", "Controller of Examinations", and "Dean(s)", mean respectively the Chancellor, Pro Chancellor, Vice-Chancellor, Pro Vice-Chancellor, Registrar, Controller of Examinations, and Dean(s) are referred to as Officers of the University;
vii	i "Competent Authority" means the authority competent to exercise the different powers and functions specified in the Act;
i	K "Committees" means the committees formed by the various Authorities and Officers of the University;
	 "Contract" means an agreement entered into in writing between the University through the Registrar and an individual or an organization through its authorized person(s);
X	i "Convocation" means the convocation of the University, where Degrees, honorary Degrees, Diplomas, Academic Distinctions, and Certificates are awarded as per requirements of the University;
xi	i "Degree" means a degree awarded by the University with or without Specialization and/or Minor;
xii	i "Government" means the Government of Karnataka;
xi	v "Notification" means the notification of the University;
X	 "Prescribed" means prescribed by the rules made by the University under the Act, Statutes, Regulations, Guidelines and Notifications;
	i Reference to the masculine gender in this document as in "he" or "his" is for convenience. Such usage includes the feminine form of the pronoun in its intent;
xvi	i "Regulations" means the Regulations of the University;
xvii	i "Society" means the Karnatak Lingayat Education
	Society Belagavi (KLES);
xiz	x "Sponsoring Body" means the Karnatak Lingayat

			Education Society Belagavi (KLES);
		XX	"State", means the State of Karnataka;
		xxi	"Statutes" means these Statutes of the University;
		xxii	"University" means the KLE Technological University, Hubballi, established and incorporated under the KLE Technological University Act, 2012.
		xxiii	"Visitor" and "Pro Visitor" mean respectively the Visitor and Pro Visitor of the University.
			CHAPTER – II UNIVERSITY AND ITS OFFICERS
Campus	3		The campus of KLE Technological University shall be located at Vidyanagar, Hubballi - 580031.
Officers of the University	4		The Officers of the University shall be as specified under Section-12 of the Act. In exercise of the powers conferred by Section-12 (ix) of the Act, the University shall have the following additional Officers, namely:
		i	Dean Academic Affairs
		ii	Dean Research & Development
		iii	Dean Planning & Development
		iv	Dean Students Welfare
		v	Controller of Examinations;
		vi	Such other Officers, as deemed necessary, appointed with the approval of the Board.
The Chancellor	5	5.1	In exercise of the powers conferred by Sections- 11(i) and 15(1) of the Act, the Chancellor shall be appointed by the Sponsoring Body and shall have such powers and functions as prescribed under Section 15(5) of the Act.
		5.2	The Chancellor shall be the Head of the University and shall ensure that the Act, Statutes, Regulations, Rules and Guidelines are faithfully observed.
		5.3	In the event of any conflict(s) between authorities of the University, the Chancellor's decision shall be final and binding on the University.

The Pro Chancellor	6	6.1	In exercise of the powers conferred by Section- 11(ii) of the Act, the Pro Chancellor may be appointed by the Sponsoring Body in consultation with the Chancellor on terms and conditions listed in the contract of appointment.
		6.2	The Pro Chancellor shall assist the Chancellor and take up such responsibilities as may be assigned by the Chancellor, from time to time.
		6.3	In the absence of the Chancellor, the Pro Chancellor shall perform the duties of the Chancellor, with the permission of the Sponsoring Body.
The Vice- Chancellor	7	7.1	The Vice-Chancellor shall be appointed by the Chancellor as per Section-17(1) of the Act whose terms and conditions of appointment shall be those contained in the contract of appointment.
		7.2	The selection of the Vice-Chancellor shall be as per provisions of $17(1)$ -(3) of the Act.
		7.3	Notwithstanding anything contained in any other provisions of the Act and these Statutes, the FIRST Vice-Chancellor shall be appointed by the Chancellor, as prescribed under Section-47 of the Act.
		7.4	The Vice-Chancellor shall be a whole-time salaried Officer and the Principal Executive and Academic Officer of the University. The Vice- Chancellor shall exercise general supervision and control over the affairs of the University.
		7.5	The Vice-Chancellor shall have such powers and duties provided under Section-17 of the Act and in addition:
		7.5.1	The Vice-Chancellor shall exercise all powers necessary for the maintenance of discipline in the University;
		7.5.2	The Vice-Chancellor shall have powers to constitute committee(s) or panel(s), which are deemed to be necessary, with the approval of the Board. Such Committee(s) or Panel(s) shall be automatically dissolved on completion of their tenure or by an express order of dissolution by the Vice-Chancellor.

		7.6	It the office of the Vice-Chancellor becomes vacant for any reason- (i) if the vacancy is temporary in nature, the Vice-Chancellor may delegate the powers appropriately to a Pro Vice- Chancellor or any other officer of the University with the approval of the Chancellor, (ii) if the vacancy is permanent in nature, the Chancellor may initiate steps to appoint a new Vice Chancellor, by following the provisions of Section 17(1)-(3).
The Pro Vice- Chancellor	8	8.1	In exercise of the powers conferred by Section-18 of the Act, the Vice-Chancellor may appoint not
			exceeding THREE Pro Vice-Chancellors with the written approval of the Chancellor to assist the Vice-Chancellor in all matters pertaining to the functioning of the University.
		8.2	The Pro Vice-Chancellor shall be a full-time professor of the University whose terms and conditions of appointment shall be those contained in the contract of appointment, as approved by the Board.
		8.3	Notwithstanding anything contained in any other provisions of the Act and these Statutes, the FIRST Pro Vice-Chancellor, if any, shall be appointed by the Chancellor, as prescribed under Section-47 of the Act.
		8.4	The term of appointment of the Pro Vice- Chancellor shall be THREE years which may be renewable for further terms.
		8.5	The Pro Vice-Chancellor shall assist the Vice- Chancellor and take up such responsibilities as may be assigned by the Vice-Chancellor from time to time.
The Registrar	9	9.1	The Registrar shall be appointed by the Chancellor as specified under Section-20 of the Act.
		9.2	The Registrar shall be the Principal Administrative Officer of the University.
		9.3	The Registrar shall be a whole-time salaried Officer of the University whose terms and conditions of appointment shall be those contained in the contract of appointment, as approved by the Board.

		9.4	The term of appointment of the Registrar shall be THREE years which may be renewable for further term s .
		9.5	The Registrar shall conduct all the official correspondence and shall be the official signatory on behalf of the University, with the approval of the Vice-Chancellor.
		9.6	The Registrar shall assist the Vice-Chancellor to give effect to the decisions of the Authorities of the University.
		9.7	If the office of the Registrar falls vacant for any reason, the duties of the office shall be performed by such person nominated by the Vice-Chancellor, with the approval of the Chancellor.
		9.8	The Registrar shall be the custodian of assets, minutes of the meetings of the authorities, and legal documents in addition to those mentioned in the Act.
The Finance Officer	10	10.1	The Finance Officer shall be appointed by the Vice-Chancellor, with the written approval of the Chancellor, on terms and conditions listed in the contract of appointment.
		10.2	The Finance Officer shall be a whole-time salaried officer of the University.
		10.3	The term of appointment of the Finance Officer shall be THREE years which may be renewable for further term s .
		10.4	The Finance Officer shall assist the Vice- Chancellor in all matters of finance and take up such other responsibilities as may be assigned by the Vice-Chancellor from time to time.
The Deans of Faculties	11	11.1	In exercise of the powers conferred by Section-19 of the Act, the Vice-Chancellor may appoint Deans with the approval of the Board.
		11.2	Every Dean shall be a professor.
		11.3	The term of appointment of the Dean(s) shall be

		11.4	The Dean(s) shall assist the Vice-Chancellor in all matters pertaining to the University activities and take up such other responsibilities as may be assigned by the Vice-Chancellor from time to time.
The Controller of Examinations	12	12.1	In exercise of the powers conferred by Section- 12(ix) of the Act, the Vice-Chancellor shall appoint the Controller of Examinations with the approval of the Board.
		12.2	The Controller of Examinations shall be a professor, whose terms and conditions for the appointment shall be those contained in the contract of appointment.
		12.3	The term of appointment of the Controller of Examinations shall be THREE years which may be renewable for further terms.
		12.4	The Controller of Examinations shall assist the Vice-Chancellor in all matters pertaining to student evaluation as well as examinations and take up such other responsibilities as may be assigned by the Vice-Chancellor from time to time.
		12.5	If the office of the Controller of Examinations falls vacant for any reason, the duties of the office shall be performed either by the Registrar or a person nominated by the Vice-Chancellor with the approval of the Chancellor.

			CHAPTER – III AUTHORITIES OF THE UNIVERSITY
Authorities of the University	13		The Authorities of the University shall be as prescribed under Section-23 of the Act. In exercise of the powers conferred by Section-23(vi) of the Act, the University shall have the following Authorities of the University, namely: i. The Board of Governors ii. The Executive Council iii. The Academic Council iv. Research Council v. The Finance Council vi. Such other authorities as deemed necessary appointed with the approval of the Board
The Board	14	14.1	The Board shall be the principal governing and policy making body of the University with powers as prescribed under Section-24 (6) of the Act.
		14.2	The Board shall exercise all the powers of the University not otherwise provided by the Act, the Statutes and the Regulations.
		14.3	The Board shall have the powers to review decisions of other authorities if they are not in conformity with the provisions of the Act.
		14.4	The Board shall consist of the following additional members:
		i.	One of the Deans nominated by the Chancellor on the recommendation of the Vice-Chancellor- Member
		14.5	Notwithstanding anything contained in any other provisions of the Act and these Statutes, the FIRST Board shall be constituted by the Chancellor, as prescribed under Section-47 of the Act.
		14.6	The normal tenure of office of the nominated members of the Board shall be THREE years.
		14.7	The quorum for all meetings of the Board shall be THREE members attending and voting at such meetings.
		14.8	If a member of the Board fails to attend three consecutive meetings without leave of absence

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			from the Board, he/she shall cease to be a member of the Board.
		14.9	The Board shall have the powers to create, restructure, and abolish Faculties, Departments, categories of employees and individual posts of Officers of the University, from time to time, on the recommendation of the Executive Council.
The Executive Council	15	15.1	The Executive Council is the executive body of the University. The minutes of the meetings of the Executive Council shall be reported to the Board.
		15.2	The Executive Council shall consist of the following additional members:
		i	A distinguished person from industry / academia nominated by the Chancellor
		15.3	Notwithstanding anything contained in any other provisions of the Act and these Statutes, the FIRST Executive Council shall be constituted by the Chancellor, as prescribed under Section-47 of the Act.
		15.4	The normal tenure of office of the nominated members of the Executive Council shall be THREE years.
		15.5.	Under extenuating circumstances, the Board may reconstitute the Executive Council before the expiry of its term.
		15.6.	The powers and functions of the Executive Council shall be:
		i	To advise the Academic Council and Research Council in matters that have bearing on the administration and management of the University;
		ii	To formulate, alter, amend, repeal and approve all the Regulations, Rules, Guidelines, and Manuals of the University; and
		iii	To perform such other functions as may be assigned by the Board.
		15.7	The Executive Council shall meet as and when necessary and at least TWO times a year.
		15.8	The quorum for all meetings of the Executive Council shall be at least FOUR members.

	17	1/1	The Academic Council is the Driver 1. A. 1.
i ne Academic	10	10.1	The Academic Council is the Principal Academic
Council			Body of the University.
	1	16 7	The composition of the Academic Council shall be
		10.2	The composition of the Academic Council shall be
			as prescribed under Section-26 of the Act. In
			exercise of the powers conferred by Section-26 (1)
			(iv) of the Act the Academic Council shall have
			(iv) of the Act, the Actacenne Council shall have
			the following additional members:
		i	Deans – Members
		ii	Heads of the Department and Chairs of Schools-
			Member
		•••	
		111	Controller of Examinations- Member
		iv	TWO distinguished academicians from institutions
			of higher learning nominated by the Vice-
			Chancellor- Members
		V	I wo distinguished persons from industries
			nominated by the Vice-Chancellor- Members
		vi	ONE alumnus nominated by the Vice-Chancellor-
			Member
		••	
		VII	Student members one each at the level of UG, PG,
			and Ph.D., invited for select meetings, of whom at
			least one shall be a woman- Invitees.
		1()	Naturithatan dina anything contained in any other
		10.3	Notwithstanding anything contained in any other
			provisions of the Act and these Statutes, the FIRST
			Academic Council shall be constituted by the
			Chancellor as prescribed under Section-47 of the
			A at
			Act.
		16.4	The normal tenure of office of the nominated
			members of the Academic Council shall be
			THREE years
		16.5	Under extenuating circumstances, the Board may
			reconstitute the Academic Council before the
			expiry of its term.
			· r J
		1//	The Academic Coursell shall a first of the TWIC
		10.6	The Academic Council shall meet at least TWO
			times a year. However, the Vice-Chancellor may
			convene an extraordinary meeting of the Academic
			Council for the transaction of any urgent matter
			council for the transaction of any digent matter.
		16.7	The quorum for all meetings of the Academic
			Council shall be FIVE members.
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		16.8	The powers and functions of the Academic
			Council shall be:
		i	To coordinate and supervise the academic policies

			of the University as prescribed under Section-26
			(2) of the Act;
		ii	Scrutinize and approve the proposals with or without modification of the Boards of Studies
			with regard to courses of study academic
			regulations curricula syllabi and modifications
			thereof etc. provided that where the Academic
			Council differs on any proposal it will have the
			right to return the matter for reconsideration to the
			Board of Studies concerned or reject it after
			giving reasons to do so
		iii	Recommend to the Executive Council proposals
			for institution of new programs of study
		iv	Recommend to the Executive Council institution
			of scholarships, studentships, fellowships, prizes
			and medals, and to frame regulations for the award
			of the same
		v	Advise the Executive Council on suggestions(s)
			pertaining to academic affairs made by it
		vi	Perform such other functions as may be assigned
			by the Executive Council
		vii	To be responsible for the quality, standard and
			integrity of academic activities of the University;
		viii	To constitute committees such as Board of Studies,
			Board of Examinations and others as required;
		ix	To recommend the conferment of
			degrees/diplomas/certificates on qualifying
			persons after successful completion of the
			programmes; and
		Х	To recommend the conferment of honorary
			degrees.
		16.9	The Academic Council shall seek the approval of
		10.7	the Executive Council in relevant matters
			the Excount of Countern in relevant matters.
The Research	17	17.1	The Research Council shall be the Principal
Council	1.		Research Body of the University and shall
			formulate the research policies and research
			programmes of the University as prescribed under
			Section-27 of the Act.
		17.2	The composition of the Research Council shall be
			as prescribed under Section-27(2) of the Act. In
			exercise of the powers conferred by Section-27 (2)
			(v1) of the Act, the Research Council shall have the
			following additional members:
		<u>•</u>	The Degistrer Member
		1	TWO external experts from institutes of higher
		11	learning research organizations and industries
			nominated by the Vice-Chancellor- Members
L		1	nominated by the vice-chancehol-ivicilities

		17.3	Notwithstanding anything contained in any other provisions of the Act and these Statutes, the FIRST Research Council shall be constituted by the Chancellor, as prescribed under Section-47 of the Act.
		17.4	The normal tenure of office of the nominated members of the Research Council shall be THREE years.
		17.5	Under extenuating circumstances, the Board may reconstitute the Research Council before the expiry of its term.
		17.6	The Research Council shall meet at least TWO times a year. However, the Vice-Chancellor may convene an extraordinary meeting of the Research Council for the transaction of any urgent matter.
		17.7	The quorum for all meetings of the Research Council shall be FIVE members.
		17.8	The Research Council shall:
		i	Promote research and its dissemination;
		ii	Coordinate and promote activities to enhance
			research culture in the University;
		iii	Formulate, co-ordinate and supervise the R&D policies of the University;
		iv	Formulate, co-ordinate and supervise the involvement of the University in the economic development of the region and the country which includes activities such as lifelong learning, capacity building, consultancy, technology transfer, innovation and entrepreneurship;
		v	Coordinate and manage sponsored R&D activities; and
		vi	Coordinate the collaborations with institutions of higher learning, R&D organizations and industries.
		17.9	The Research Council shall seek the approval of the Executive Council in all matters.
The Finance Council	18	18.1	The Finance Council shall be the Principal Financial Body of the University as prescribed under Section-28 of the Act.
		18.2	The composition of the Finance Council shall be

		18.3	Notwithstanding anything contained in any other provisions of the Act and these Statutes, the first Finance Council shall be constituted by the Chancellor, as prescribed under Section-47 of the Act.
		18.4	The normal tenure of office of the nominated members of the Finance Council shall be THREE years.
		18.5	Under extenuating circumstances, the Board may reconstitute the Finance Council before the expiry of its term.
		18.6	The Finance Council shall meet at least TWO times a year. However, the Chancellor may convene an extraordinary meeting of the Finance Council for the transaction of any urgent matter.
		18.7	The quorum for all meetings of the Finance Council shall be THREE members.
		18.8	The Finance Council shall:
		i	Examine and scrutinize the annual budget, annual audit report and annual accounts of the University and make recommendations to the Board;
		ii	Give its views and recommendations to the Board either <i>suo motu</i> or on the request of the Board or of the Vice-Chancellor on any financial question relating to the University;
		iii	Provide advise and guidance relating to resource mobilization; and
		iv	Perform any other function as decided by the Board from time to time.
		18.9	The Finance Council shall seek the approval of the Board in all matters of significance.
Rules of Business of meetings of the Authorities:	19		The rules of business of meetings of various Authorities shall be framed by the respective authorities with the approval of the Board. The Board will frame its own rules as it deems fit.
Other Authorities	20		In exercise of the powers conferred by Section- 23(vi) of the Act, the Vice-Chancellor shall have the powers to constitute Committee(s), as deemed fit, with the approval of the Chancellor. Such committees shall exercise their powers and functions within the delegated authority and terms

			of reference, and automatically get dissolved on completion of their tenures or by a specific order of dissolution by the Vice-Chancellor.
		OPERAT	CHAPTER – IV TON OF FUNDS AND THEIR MAINTENANCE
Operation of Funds	21		The Finance Council shall formulate the regulations / guidelines, for the operation, maintenance and monitoring of Permanent Statutory Endowment Fund, University Endowment Fund, General Fund, Development Fund, Provident or Pension Fund and other funds of the University and seek the approval of the Board. The Chancellor may constitute a Funds Investment Committee with the approval from the Board to advise the Finance Council in the effective investment of funds.
Appointment of Auditors	22		The Chancellor shall appoint a qualified firm of Chartered Accountants to undertake the statutory audit of accounts of the University in the manner prescribed under Section-54 of the Act.
		22.1	The contract with the firm of Chartered Accountants shall be for a term of THREE years which may be renewed for a further term of THREE years.
		22.2	The firm of Chartered Accountants shall prepare the Annual Accounts, Audit Reports and Balance Sheets and submit the same through the Finance Council and Executive Council for approval by the Board sufficiently before November 30 of each year, for the onward transmission to the Visitor, Pro Visitor and the Government on or before December 31 of each year.
		22.3	The Chancellor may consider appointing Internal Auditor(s) to conduct periodical and / or concurrent audit to report the findings to the Finance Council.
CHAPTER – V ADMISSIONS, FEES AND OTHER STUDENT MATTERS			
Number of seats in	23		The number of seats in different programmes shall

different programmes			be fixed by the Board from time to time, on the recommendations of Academic Council and Executive Council considering the norms
			specified in the Act and the concerned National Regulatory Bodies.
Admission of students	24	24.1	Admission to various programmes shall be governed as prescribed in the Regulations and / or Guidelines formulated for the concerned programmes.
		24.2	The University may conduct its own entrance test or utilize the results of other entrance tests recognized by the University, from time to time.
		24.3	The University may admit the students on the basis of merit following the procedure of normalization, wherever entrance test is not essentially required.
		24.4	The University shall have the freedom to admit students both from India and abroad by formulating necessary Regulations and / or Guidelines.
		24.5	Regulations and/or Guidelines for the award of degrees and other academic distinctions shall be formulated by the University.
Fee Regulation Committee	25		The fee for the seats reserved for Karnataka students in the University under Section-9 of the Act shall be regulated by the Fee Regulation Committee constituted by the Government, as prescribed under Section-39 of the Act. The fee for the other seats shall be specified by the Finance Council.
Institution of fellowships, studentships, free- ships, scholarships, medals and prizes	26		The Board is authorized to institute fellowships, studentships, free-ships, scholarships, medals, awards and prizes. The Finance Council shall administer such benefits through an endowment fund under the guidance of the Board. Appropriate Regulations and/or Guidelines shall be formulated for this purpose.
Maintenance of Discipline	27		Regulations and/or Guidelines shall be formulated for the maintenance of discipline among the students of the University.
Conditions of Residence	28		Regulations and/or Guidelines shall be formulated for the conditions of residence of the students of the University.

			CHAPTER – VI CONFERMENT OF DEGREES
Conferment of degrees	29		The University shall have the powers to arrange convocation(s) for the award of degrees and other academic distinctions. Appropriate Regulations and/or Guidelines shall be framed for this purpose by the Academic Council and approved by the Executive Council.
Conferment of honorary degrees	30		In exercise of the powers conferred by Sections 33 (viii) of the Act, the University may confer the Honorary Degree(s) as per the following procedure:
		i	All the proposals for the conferment of honorary degrees and/or fellowships shall be made by the Academic Council and shall require the assent of the Board before submission to the Chancellor for confirmation; and
		ii	Such conferment shall be made either at a regular or special convocation as may be decided by the Board.
Withdrawal of degrees	31		The Academic Council by a special resolution passed by a majority of not less than two thirds of the voting members may recommend to the Board for withdrawal of any degree or academic distinctions conferred on any person by the University for good and sufficient cause. The Board shall consider the recommendation of Academic Council before arriving at the final decision.

CHAPTER – VII APPOINTMENT AND SERVICE CONDITIONS

Appointment and service conditions of employees	32		Appropriate Regulations and/or Guidelines shall be formulated for the service conditions of the employees of the University.
		32.1	All the positions at the University shall normally be filled through advertisements. The Board, however, shall have the powers to decide, on the recommendation of the Vice–Chancellor, that one or more positions be filled by invitation or by promotion from amongst the staff of the University.
		32.2	The University may, where it considers appropriate, stipulate relaxations in the prescribed qualifications of the candidates.
		32.3	All the appointments other than those authorized to be made by the Vice-Chancellor to the various positions, shall be made by the Board on the recommendation of the Executive Council through selection committees constituted as follows:
		32.3.1	For Professor / Associate Professors and equivalent positions:
		i	Vice-Chancellor – Chairperson:
		ii	Registrar – Secretary:
		iii	ONE nominee of the Chancellor – Member:
		iv	TWO external experts nominated by the Board – Members;
		v	Dean Academic Affairs – Member; and
		vi	Dean Research & Development – Member
		32.3.2	For Assistant Professor and equivalent positions:
		i	Vice-Chancellor or his/her Nominee – Chairperson;
		ii	Registrar – Secretary;
		iii	ONE nominee of the Chancellor – Member;
		iv	ONE nominee of the Vice-Chancellor – Member;
		v	ONE external expert nominated by the Board – Member;
		vi	Dean Academic Affairs – Member;

vii	Dean Research & Development – Member; and
viii	Departmental Chairperson – Member
32.3.3	For technical, scientific and other professional
	positions:
	1
i	Vice-Chancellor or his/her Nominee –
	Chairperson:
ii	Registrar – Member Secretary:
	ONE nominee of the Chancellor – Member:
	ONE nominee of the Vice Chancellor Member
	Deen Academic Affeire Member and
<u> </u>	Dean Academic Analis – Member; and
VI	Departmental Chairperson – Member.
32.3.4	For other non-teaching positions:
i	Vice-Chancellor or his/her Nominee –
	Chairperson;
ii	Registrar – Member Secretary;
iii	ONE nominee of the Chancellor – Member;
iv	Dean of Concerned faculty – Member; and
v	Departmental Chairperson – Member.
	1 1
32.4	For any other positions not covered by the above
	The Vice-Chancellor at his discretion may
	constitute such selection committees as considered
	appropriate by him/her
32.5	The Chairperson of the selection committee may
	invite one or more additional experts to assist the
	selection committee
32.6	The qualifications and the relevant terms and
52.0	conditions for the various positions shall be as
	prescribed by the Executive Council from time to
	time
32.7	where a post has to be filled by contract or
	invitation, the vice-Chancellor may at his
	discretion constitute ad-hoc selection committees
	as the circumstances may require.
32.8	In case of a post filled by advertisements, the
	terms and conditions of appointment shall be
	advertised by the Registrar and all applications
	received within the date specified shall be
	considered by the selection committee. However,

	the selection committee for sufficient reasons may also consider applications received after the date.
32.9	Regulations and/or Guidelines shall be formulated for filling of positions by promotion from amongst the staff of the University for a period not exceeding 12 months.
32.10	No act or proceedings of the selection committee shall be called in question on the ground of absence of any member(s) of the selection committee.
32.11	All appointments made shall be reported to the Board in its subsequent meeting.
32.12	All the terms and conditions of the service of all categories of employees shall be as per Regulations and/or Guidelines.
32.13	The University shall have the powers to create Chair Professorship from the University funds or external endowments and may use the funds both for creating and funding such positions fully or partially for the Chairs as approved by the Board.
32.14	The University may make joint appointments between different faculties and / or adjunct faculty or distinguished faculty or equivalent keeping in view the needs of the University as considered necessary. The Board shall frame guidelines for such appointments from time to time.
32.15	The University may also make joint appointment of faculty who could share his / her time with another institution within or outside the country on such terms and conditions as specified by the Board.
32.16	All the employees of the University shall be governed by the conduct rules to be formulated as per regulations which shall be circulated to them from time to time.
32.17	The University shall frame appropriate Regulations governing the seniority requirements for different purposes from time to time.
32.18	The different benefits and facilities to the eligible employees and their positions held by them shall be as per Regulations to be framed by the University.

		32.19	The Board shall frame the terms and conditions for faculty consulting and entrepreneurship initiatives to promote innovation culture from time to time.
		32.20	Every employee of the University shall be appointed under a written contract with a copy to the employee concerned, as prescribed under Section-40 of the Act. The Regulations governing the service conditions of the employees of the University shall be formulated by the Executive Council and approved by the Board.
		32.21	. Any dispute arising out of the contract between the University and an employee shall be resolved in the manner provided for in the written contract. The Vice-Chancellor may constitute a committee for resolving such disputes on a case to case basis. The committee may resolve the issues, with its recommendation of penalties and/or rewards, if any.
CHAPTER – VIII MISCELLANEOUS			
Cooperation and collaboration with other universities, institutions of	33		In furtherance of the objects of the University specified in Section 7 of the Act, the University shall seek cooperation and collaboration with other universities, institutes of higher learning and other
higher learning and other organizations			organizations in India or abroad. The University shall execute Memoranda of Understanding (MOUs) detailing the extent and areas of such cooperation and collaboration mutually agreed upon. The Registrar shall be the authorized signatory of all such MOUs on behalf of the University. The University shall prepare the guidelines in dealing with all such collaborations which include the possible grant and transfer of credits for the academic work carried out by the students in those organizations. Such MOUs shall be reported to the Board in its next meeting.
higher learning and other organizations Authentication of orders and decisions of the authorities and legal proceedings	34	34.1	organizations in India or abroad. The University shall execute Memoranda of Understanding (MOUs) detailing the extent and areas of such cooperation and collaboration mutually agreed upon. The Registrar shall be the authorized signatory of all such MOUs on behalf of the University. The University shall prepare the guidelines in dealing with all such collaborations which include the possible grant and transfer of credits for the academic work carried out by the students in those organizations. Such MOUs shall be reported to the Board in its next meeting. All orders and decisions of the authorities shall be authenticated by the signature of the Registrar or any other person authorized by the Board in this behalf.

			proceedings, sign pleadings and other documents and accept processes on behalf of the University in
			such legal proceedings.
Delegation of Powers	35		Subject to the provisions of the Act and these Statutes, any Officer or Authority of the University may delegate in writing, the powers to any other Officer or Authority or person, with the approval of the Board or Executive Council as the case may be, subject to the condition that overall responsibility for the exercise of the powers so delegated shall continue to vest in the Officer or Authority delegating such powers.
Resolution of Disputes	36	36.1	The Vice-Chancellor shall be responsible for the resolution of disputes and grievances among employees and students of the University.
		36.2	The Vice-Chancellor may constitute appropriate Grievance Redressal mechanisms for arbitration and resolution of disputes and grievances of the employees and students of the University.
		36.3	All disputes among the authorities shall be referred to the Board for redressal. However, the decision of the Chancellor shall be final and binding on all disputes.
Action against students and staff	37	37.1	Appropriate Regulations and/or Guidelines shall be formulated for maintenance of discipline among the students and staff including unethical behaviors.
		37.2	Appropriate Regulations and/or Guidelines as per legal requirements shall be framed for handling cases of ragging.
		37.3	Appropriate Regulations and/or Guidelines as per the Act, and also meeting legal requirements, shall be framed for handling cases of sexual harassment.
		37.4	Appropriate Regulations and/or Guidelines in consonance with legal requirements shall be framed for whistle blowers provisions.
Teaching-Learning methodology	38		The Academic Council shall frame appropriate Regulations and/or Guidelines in respect of the mode of teaching-learning adopted to impart education to the students including direct contact, online, hybrid / blended or any other mode deemed fit.

Creation of entities	39	The Board may lay down suitable Regulations and/or Guidelines for establishing entities including Special Purpose Vehicles (SPV), companies under section-25 of the Companies Act, Registered Societies and other entities to promote academic and research excellence, innovation and entrepreneurship.
Resource mobilization and corpus fund(s)	40	The University may raise resources from different sources such as consultancy, entrepreneurship, royalty, donations, continuing education programmes, and distance education programmes and create and operate its own corpus fund(s) wherever necessary to do so and mange these funds through structured systems. The Board may create such suitable structures with due accountability as it deems appropriate from time to time.
Life-long learning and continuing education	41	The Board may create suitable procedures and structures to offer life-long learning and continuing education programmes and lay down suitable Regulations and/or Guidelines in this regard.
Knowledge resources and management	42	The Board may provide for creation of suitable facilities for knowledge resources and management to cater to the needs of faculty, students, researchers and others engaged in academic, management, and administrative pursuits. Such facilities shall include those for the process of technology-enhanced learning programmes through contemporary means and methods in electronic and print forms. The Board shall formulate Regulations and/or necessary Guidelines for this purpose.
Ownership and exploitation of knowledge	43	The University shall formulate appropriate Regulations and/or Guidelines regarding intellectual properties, copyrights and their exploitation, and sharing of benefits between the University and other stakeholders, with the approval of the Board.
Furtherance of objects of University	44	The University shall have the powers to start new programmes of study for the enhancement of higher education and other development sectors, in collaboration with other institutions of repute, research organizations, and/or industry, with prior approval of the Board.

Secrecy and Confidentiality	45	All Officers, members of Authorities and staff of the University, including nominees shall maintain strict confidentiality with regard to any and all information obtained during or in connection with the work of the University.
Decision of the Board in interpretation of the Statutes	46	The decision of the Board on all questions relating to the interpretation of these Statutes and the provisions therein shall be final and binding.
Protection of action taken in good faith	47	No suit or other legal proceedings shall be permissible against any Officer or other employee of the University for anything, which is done in good faith or intended to be done in pursuance of the provisions of the Act, these Statutes, or the Regulations.
Power to amend the Statutes	48	The Board may make new or additional Statutes or amend or repeal the Statutes as prescribed under Section-35 of the Act.

ANNEXURE – 2a

[Academic regulations of KLE Technological University' framed and approved by the Academic Council as per the provisions of 'KLE Technological University Act – 2012]

Academic Regulations Governing Undergraduate and Postgraduate Programmes of KLE Technological University – 2015



KLE Technological University (Established under Karnataka Act No.22, 2013)
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ACADEMIC REGULATIONS GOVERNING UNDERGRADUATE AND POSTGRADUATE PROGRAMMES OF KLE TECHNOLOGICAL UNIVERSITY - 2015 No. KLETU/Acad/Reg/2015/01 Date: 22/07/2015

In exercise of the powers conferred by Section-37 of The KLE Technological University Act, 2012 (Karnataka Act 22 of 2013), the Executive Council hereby approves the following "Academic Regulations Governing Undergraduate and Postgraduate Programmes of KLE Technological University - 2015", framed and submitted by the Academic Council, as per the resolution no. EC-3.3 of Executive Council Meeting held on 23/07/2015.

			CHAPTER – I PRELIMINARY
Short title, extent and commencement	1	i	These regulations shall be called "Academic Regulations Governing Undergraduate and Postgraduate Programmes of KLE Technological University - 2015"
		li	They shall come into force from the date of their approval by the Executive Council
		lii	These Regulations shall be read in conjunction with the Act, Statutes, Regulations Governing Research Programmes and other notifications of the University;
		iv	These Regulations shall be applicable to the students admitted to KLE Technological University from the academic year 2015-16 onwards. However, the students, who are on the rolls of BVB College of Engineering and Technology before the establishment of the University, shall continue to be governed by the erstwhile regulations of the BVB College of Engineering and Technology and the affiliating university.

Definitions	2		In these Statutes, unless the context otherwise requires:
		i	"Act" means The KLE Technological University Act, 2012 (Karnataka Act No. 22 of 2013);
		ii	"Board of Governors", "Executive Council", "Academic Council", and "Finance Council", means respectively the Board of Governors, Executive Council, Academic Council, and Finance Council, of the University
		iii	"Campus" means a campus established and maintained by the University
		iv	"CGPA", "SGPA" means respectively Cumulative Grade Point Average and Semester Grade Point Average
		V	"Chancellor", "Pro Chancellor", "Vice-Chancellor", "Registrar", "Controller of Examinations", "Dean", and "Departmental Chairperson" mean respectively the Chancellor, Pro Chancellor, Vice- Chancellor, Registrar, Controller of Examinations, Dean, and Departmental Chairperson of the University
		vi	"ISA" and "ESA" means respectively the In- Semester Assessment, and End Semester Assessment of the University
		Vii	"Committees" means the committees formed by the various authorities and officers of the University

viii	"Convocation" means the convocation of the University, where Degrees, Honorary Degrees, Diplomas, Academic Distinctions, and Certificates are awarded as per requirements of the University
ix	"Course" means one of the units (subject) which comprises a Programme of study
x	"Credit" means credit earned by a student after a successful completion of a credited course
xi	"Degree" means a degree awarded by the University with or without Specialization and/or Minor
xii	"Examination Hall" means both the hall where theory examinations are conducted or the laboratory or workshop where practical examinations are conducted
xiii	"Government" means the Government of Karnataka
xiv	"Notification" means the notification of the University
xv	"Prescribed" means prescribed by the rules made by the University under the Act, Statutes, Regulations, and Notifications
xvi	"Programme" or "Programme of study" means a higher education programme pursued for a degree awarded by the University as specified under Section-22(3) of the UGC Act

xvii	"Department or School" means an entity that offers programme(s) instituted by the University
xviii	"Regulations" means the Regulations of the University, notified by the Executive Council.
xix	"Statutes" means the Statutes of KLE Technological University, notified by the Board of Governors.
ХХ	"Student" means a person admitted to and pursuing a specified Programme of study in the University.
xxi	"Teacher", "Course Instructor" means respectively a faculty appointed for imparting instruction and research guidance to students in the University and the Teacher instructing a course.
xxii	"University" means the KLE Technological University, Hubballi, established and incorporated under the KLE Technological University Act, 2012 (Karnataka Act No. 22 of 2013).

CHAPTER II COMMITTEES AND DEPARTMENTAL CHAIRPERSON

Departmental/ School/ Centre Chairperson(s)	3	3.1	The Vice-Chancellor shall appoint a whole-time senior Teacher as Departmental Chairperson/ School Chairperson/ Center Chairperson for each Department/School/Center.
		3.2	The terms and conditions of appointment shall be those contained in the contract of appointment.

		3.3	The Departmental/ School/ Center Chairperson shall oversee the day-to-day affairs of the Department/ School/ Center, function as the administrative head of the Department/ School/ Center and perform such other duties as assigned to him/her from time to time.
Admissions Committee	4	4.1	The Admissions Committee shall be constituted by the Vice-Chancellor consisting of:
		i	Registrar – Chairperson
		ii	Coordinator Admission Cell - Member Secretary
		iii	ONE Dean Nominated by the Vice-Chancellor
		iv	ONE nominee of the Executive Council – Member
		v	ONE nominee of the Academic Council – Member
		vi	ONE member from society at large, nominated by the Vice-Chancellor – Member; and
		4.2	The Committee shall meet as often as required, at least TWO times in a year.
		4.3	The Admissions Committee shall be responsible for the:
		i	notification of intake following reservation policy as applicable
		ii	conduction/coordination of the entrance test(s)

		iii	preparation of merit list(s)
		iv	arrangement of counseling for candidates
		v	establishment of equivalency for candidates migrating into the University
		vi	issue of letter of admission; and
		vii	such other tasks pertaining to admissions.
Fee Fixation	5		There shall be two types of seats in various programmes of study offered by the University, namely,
		i	Government Quota: For 40% of seats reserved for students of Karnataka under Section-9 of the Act, the fees shall be fixed by the Fee Regulation Committee constituted by the Government of Karnataka. The reservation policy of the Government shall be applicable only for these seats;
		ii	University Quota: For the remaining 60% of seats, the fees shall be prescribed by the Finance Council with the approval of the Board of Governors;
		iii	Lateral Entry: Lateral entry seats, if any, to a maximum of an additional 20% shall be applicable for admission to a higher semester of certain programmes of study. The fees for these seats shall be fixed by the Finance Council with the approval of the Board of Governors.
Departmental Curriculum Committee(s)	6		The Dean Academic Affairs may constitute the requisite number of Departmental Board of Studies with the approval of the Academic Council.

6.1	A Departmental Board of Studies shall comprise of the following members:
i	Concerned Head of the Department/ School/ Center – Chairperson;
li	ONE Professor, ONE Associate Professor and ONE Assistant Professor from the Department, nominated by the Dean Academic Affairs – Members; and
lii	TWO Subject experts from outside the college nominated by the Vice-Chancellor
iv	TWO representative from industry corporate sector/ allied area relating to placement nominated by the Vice-Chancellor
v	ONE Post-graduate meritorious alumnus nominated by the Vice-Chancellor
vi	ONE Student Member representing each of the program offered by the Department/ School/ Center
6.1.1	The concerned Chairman of Board of Studies may invite additional experts to the Departmental Board of Studies as deemed fit.
6.2	A Departmental Board of Studies shall:
i	Meet at least once a year, sufficiently before the commencement;
ii	Prepare detailed curricula and syllabi of concerned Programmes and submit to the Academic Council for approval and publication; and
	Revise the curricula and syllabi from time to time and submit to the Academic Council for approval and publication.

		6.3	The Dean Academic Affairs may, in cases of urgency, obtain the opinion of a Departmental Board of Studies by circulation of any proposal among the members of the Committee. Such opinion, together with the action taken thereon, shall be communicated to all the members.
		6.4	The Dean Academic Affairs shall reconstitute a Departmental Board of Studies once every THREE years under normal circumstances and under extenuating circumstances, if deemed fit, he/she may reconstitute the Departmental Board of Studies before the expiry of its term with the approval of the Academic Council.
Board(s) of Examiners	7		The Dean Academic Affairs may constitute the requisite number of Boards of Examiners with the approval of Academic Council
		7.1	A Board of Examiners shall comprise of the following members:
		i	Dean Academic Affairs – Chairperson;
		ii	ONE nominee from each programme of the concerned Departmental/ School/ Center Board of Studies - Member;
		iii	ONE external member from institutions of repute nominated by the Vice-Chancellor - Member;
		iv	Departmental/ School/ Center Chairperson – Member Secretary; and
		v	ONE Senior Teacher nominated by Dean Academic Affairs.
		7.2	The Board of Examiners shall:
		i	Make arrangements for setting of the question papers for various courses for which examinations are being conducted at the University;

		ii	Make arrangements to scrutinize the question papers for quality, standard, appropriateness, syllabus coverage and marks distribution;
		iii	Make arrangements to scrutinize the evaluation scheme and solutions for completeness, accuracy, appropriateness, and marks distribution;
		iv	Recommend to the Controller of Examinations suitable persons for the appointment as examiners, question paper setters, evaluators and moderators. Question paper setters shall have taught the concerned subject at least once or be an expert in that field. However, in case of emergency, the Controller of Examinations may appoint suitable persons as examiners, question paper setters, evaluators and moderators with the approval of the Dean Academic Affairs; and
		v	Meet before the commencement of every examination.
		7.3	The Dean Academic Affairs shall reconstitute the Board of Examiners once every THREE years under normal circumstances and under extenuating circumstances, if deemed fit, he/she may reconstitute the Board of Examiners before the expiry of its term.
Examination Squad	8		The Controller of Examinations shall appoint an Examination Squad, if required, to ensure that the examinations are held as per the code of conduct. At least one member of the Squad shall be a woman. The Chief of the Squad shall submit a report to the Controller of Examinations on the conduct of examination on a daily basis, in addition to a consolidated report at the conclusion of examinations.
Results Scrutiny Panel	9		The Vice-Chancellor shall constitute a Results Scrutiny Panel for the finalization and approval of the results of examinations before announcement.

9.1	The Results Scrutiny Panel shall consist of the following
	members:
	Vice Chanceller or his/her nominee Chairperson:
1	
ii	ONE nominee of the Academic Council - Member;
	Begistrar – Member:
iv	Dean Academic Affairs- Members; and
 v	Chairpersons of Department/ School/ Center
, v	
vi	Controller of Examinations – Member-Secretary.
	·····,
9.2	The Results Scrutiny Panel shall:
i	Review the report of the Controller of Examinations
	pertaining to the results;
	Validate the statistics of the results placed by the Controller
	of Examinations:
	of Examinations,
lii	Scrutinize and finalize the results of every examination,
	with or without moderation;
iv	Review the answer books in extreme cases based on
	complaints, if deemed necessary; and
	Most before the appoundement of results
v	
9.3	The Vice-Chancellor shall reconstitute the Results Scrutiny
	Panel once every THREE years under normal

			circumstances and under extenuating circumstances, if
			deemed fit, he/she may reconstitute the Results Scrutiny Panel before the expiry of its term.
For the state of the second			
Examinations Malpractice	10		Malpractice Review Committee for reviewing and
Committee			malpractice.
		10.1	The composition of the committee shall be:
		i	The Vice-Chancellor or his/her nominee – Chairperson;
		li	Dean Academic Affairs- Member;
		iii	ONE Departmental Chairperson nominated by the Vice- Chancellor – Member;
		iv	Controller of Examinations – Member-Secretary;
		v	ONE member at the level of professor nominated by the Vice-Chancellor, a woman if no other woman member is present – Member.
		10.1.1	Chairperson of the Committee may invite the concerned Departmental Chairperson or any other Teacher as deemed necessary.
		10.2	The Examinations Malpractice Review Committee shall:
		i	Review and inquire into cases of malpractice or indiscipline during examinations reported by the Controller of Examinations and recommend suitable action and penalties, if any;

		ii	Meet after the conduct of every examination if there are cases of reported malpractice or indiscipline.
		10.3	The Vice-Chancellor shall reconstitute the Examinations Malpractice Review Committee once every THREE years under normal circumstances and under extenuating circumstances, if deemed fit, he/she may reconstitute the Examinations Malpractice Review Committee before the expiry of its term.
			CHAPTER III
			ADMISSION
			Admission to the University shall normally be made at the commencement of each academic year for various programmes of study except research programmes. The dates for advertisement, entrance examination, if any, counseling, admission, registration, commencement of classes, and other details for the academic session shall be
			notified by the Registrar, from time to time.
Eligibility for Admission	11		The minimum qualification for admission to each programme of study shall be as prescribed by the Academic Council from time to time, which shall be notified by the Registrar in the Admission Brochure. However, the following provisions shall be considered while specifying the eligibility for admission to various programmes:
		i	In case of SC / ST / OBC candidates, there shall be a relaxation of a specified percentage in the prescribed minimum marks or equivalent in the qualifying exam as per Government norms ; and
		11	The candidate shall have passed the qualifying examination on or before the date of admission which shall be duly supported by provisional certificate issued by competent authorities.

Admission Process	12		The admission process for various programmes shall be as follows:
		12.1	A candidate seeking admission under the Government
			Quota shall follow the procedures of the Common Entrance Examination as notified by the Government of Karnataka from time to time.
		12.2	A candidate seeking admission under the University Quota shall appear for the entrance test conducted by the University or by the recognized Entrance Examination authorities such as COMEDK/ KEA/ JEE.
		12.2.1	University may conduct Counseling for admissions based on the rankings in the entrance test or directly admit the candidates allotted by the central counseling conducted by the Examination Authorities.
		12.3	Candidates who have passed a qualifying examination not conducted by the Government of Karnataka or University shall submit the eligibility and migration certificate in original for admission to a programme of study.
		12.4	NRI/PIO/FN seeking admission to a programme shall apply separately with equivalency/ eligibility/migration certificates along with passport/visa/clearance/NOC from concerned bodies to the Admissions Committee.
		12.5	Admission shall be subject to the candidate being certified medically fit by a registered medical practitioner recognized by the University for the purpose.
		12.6	Each applicant shall be required to submit a Character Certificate from the head of the institution last attended.
Refusal and Revoking of Admission	13	13.1	A candidate may be refused admission if he/she is found to have indulged in acts of indiscipline or unlawful demonstrations and the like. Candidates who have been expelled/ rusticated/ debarred from other institutions shall not be admitted.

		13.2		The Vice- to a candi in the inte such refus	Chance idate wh rest of the sal.	llor reserve ose admiss he Universi	s the right sion, in his/l ty by record	to refuse ac ner judgmen ding the rea	amission nt, is not isons for
		13.3		If, at any has not fu of admiss the Admis the candio	time aft ulfilled a ion or ha ssions C date and	er admission II the require as submitte Committee I report the	on, it is four rements stij d forged or may revok matter to th	nd that a ca oulated in t invalid doc e the admi ie Registrar	andidate he letter cuments, ssion of
Student Registration Number	14	Each student shall be assigned a 12-character alphanumeric Studen Registration Number (SRN) upon confirmation of admission as per the following scheme:				Student per the			
		Field	Campus	Full/Part time/ Distance	Faculty	Year of admission	Level of programme	Department	Serial Number
		Lengt h	2	1	1	2	1	2	3
		Code	2-digit	F/P/D	1-letter	2- digit	1- letter	2-letter	3- digit
For example student who Engineering of study with and progra guidelines a			ample, who ering, i y with t rogram nes app	01FE15BC joined can n the year the serial n mes of st proved by th	S001 is npus 01 2015, fo number (tudy sh ne Acade	the Stude , as a Fu or Bachelor 001. The le all be ind emic Counc	nt Registra III-time stud 's Compute tter codes f licated in iI.	tion Numbe dent, in Fa er Science for various the corres	er of the aculty of program faculties ponding
Change of Major / Branch	15			A student normally completio for a cha semester Committe based on study; and In case normalize examinati	t admitte continue nge of r in the e during e shall : (i) vac d (iii) no of two d aggre on shall	ed to a pa e to study Degree. H major / bra prescribe the specifi consider th ancy; (ii) p "F" or "W" students H gate perce be conside	articular ma that major lowever, a nch at the d format f ed time per ne change erformance grades in naving the ntage marl red to decid	ajor / branch / branch i student ma end of the to the Adr riod. The Adr of major / in the first any of the o same CG s in the q de the merit	ch, shall until the ay apply second missions dmission dmi

subject to availability of seats.	ee,
16.2 A candidate may be admitted to an appropriate semester the relevant programme of study on the basis equivalency. To establish the equivalency or otherwise committee shall be constituted by the Dean Acade Affairs to examine the courses already studied by student, the syllabi thereof and the examinations pass. The committee may also, if deemed necessary, conduct proficiency test to determine the transfer of credits a course(s) from which the student may be exempted.	r of of mic the ed. ct a and
16.3 Such a candidate shall submit a "No Objection Certifica from the previous university or	ate"
16.4 The fee structure shall be decided by the Admission Committee for transfer/migration of a candidate to University at the time of transfer/migration and shall binding for his/her remaining minimum duration of programme.	ons the be the
16.5 A student applying to migrate to another university institution may be permitted to do so provided (i) student submits a consent letter from the other university institution; (ii) the student obtains a clearance from Dean Academic Affairs of the University; (iii) the stud has no dues to the University; and (iv) the student pays prescribed fees for his/her remaining minimum duration the programme	or the or the ent the of
16.6 Any scholarship or financial assistance awarded to student migrating out of the University shall automatic stand terminated with effect from the date of approva migration. Further, the University reserves the right recover any scholarship or financial assistance alreading given to such a student before approval of migration.	ally of to ady
Temporary withdrawal from the1717.1A student may be permitted by the Registrar to withdr from a programme for a period not exceeding ONE year reasons of ill health or other valid reasons, after provision	raw for

programme			sufficient documentary evidence. Such a student seeking temporary withdrawal shall apply to the Registrar in the prescribed format.
		17.2	A student may be permitted only once during his/her programme of study to avail this provision.
		17.3	Any s cholarship or financial assistance awarded to a student temporarily withdrawing from the University shall automatically stand terminated with effect from the date of approval of withdrawal. Further, upon rejoining, the eligibility of the student for the scholarship or financial assistance shall be re-evaluated with no guarantee of automatic renewal.
		17.4	A student who has temporarily withdrawn from the University may apply in the prescribed format for resumption of the programme of study. On approval, such a student shall be treated as a regular student for meeting the academic requirements and shall not be required to pay the fees for the period of withdrawal.
		17.5	A student who has temporarily withdrawn from the University and fails to apply for resumption of the programme of study, at the end of the approved period of temporary withdrawal, shall be deemed to have withdrawn permanently from the University. Such students are liable to pay the prescribed fees for the remaining minimum duration of the programme.
Permanent withdrawal from the programme / University	18	18.1	A student may be permitted by the Registrar to withdraw from a programme permanently. Such a student seeking permanent withdrawal shall apply to the Registrar in the prescribed format.
		18.2	The student discontinuing from a programme shall pay the balance fees for his/her remainder minimum duration of the programme.

		18.3	Any s cholarship or financial assistance awarded to a student permanently withdrawing from the University shall automatically stand terminated with effect from the date of approval of withdrawal. Further, the University reserves the right to recover any scholarship
			CHAPTER IV
			PROGRAMMES OF STUDY AND STRUCTURE
Programmes of Study and duration	19		The University shall offer a variety of programmes of study representing different Faculties, in accordance with the spirit of a university.
		19.1	The programmes of study offered by the University shall be at different levels such as undergraduate, postgraduate, research, integrated, dual-degree, certificate, diploma and other non-degree programmes. The minimum duration of various programmes shall be as specified in the guidelines governing the respective programmes of study, from time to time. The maximum duration shall be twice the minimum duration.
		19.2	The level of a programme of study is based on the qualification of a student at the entry level.
		193	A candidate shall be eligible for admission to an undergraduate programme after passing 10+2 while a candidate possessing either a Bachelor's degree or Master's degree shall be eligible for postgraduate and research programmes. The eligibility criteria for other programmes shall be as specified in the guidelines for the respective programmes of study, from time to time.
		19.4	The University shall notify, from time to time, the list of programmes offered along with choices of Specialization and Minor, if any.
Structure of a programme	20	20.1	Each academic year shall consist of two regular semesters, odd (Fall) semester and even (Spring) semester, and a fast-track (Summer) term.

		20.2	Activities in a semester shall include teaching, learning, examination and evaluation.
		20.3	The odd and even semesters shall be normally for a duration of TWENTY TWO weeks. However, the fast-track term shall be normally for a duration of EIGHT weeks. Odd semester normally shall be from August-December and even semester normally shall be from January-May each year. Fast-track term normally shall be during June-July each year.
		20.4	The calendar of events in respect of each programme shall be notified by the Registrar from time to time.
		20.5	A student shall register for the courses he/she intends to study at the beginning of each semester and a letter grade shall be awarded to each registered course at the end of the semester after following the prescribed evaluation process.
		20.6	A student's progress and performance shall be measured by the number of credits and grades he / she has earned. Based on the course credits and grades obtained by the student, the grade point average shall be calculated. A specified minimum number of credits for the programme of study shall be earned by the student in order to qualify for the award of degree.
Credit system	21		Semester-wise credit-based system shall be followed in each programme of study except in the case of very-short non-degree programmes.
		21.1	 Credits shall be assigned to the each course in a programme of study based on the following pattern: ONE credit for ONE lecture (L) hour; ONE credit for TWO tutorial (T) hours; ONE credit for TWO laboratory/seminar (P) hours;

		21.2	Each course shall be represented in the form of 'L-T-P' where L, T, and P mean respectively, the number of lecture hours per week, number of tutorial hours per week, and number of practical hours per week. The number of credits assigned to the course shall be represented by C. The credits assigned to each course shall be calculated as $C = L + T/2 + P/2$. For example, '3-2-0' means three lecture hours and two tutorial hours amounting to a total of 4 credits.
		21.3	The number of credits required to be earned for a degree programme shall be calculated at an average of TWENTY TWO credits per regular semester with a margin of + 2.5%. For example, a 4-year degree programme shall comprise of eight regular semesters and therefore require $22 \times 8 = 176$ credits, the minimum being 176 and the maximum being 176 x 1.025 = 180 credits.
		21.4	A full-time student shall normally register for TWENTY TWO credits in a regular semester. However, the minimum number of credits for which a student shall register is 16.
		21.5	A full-time student may be permitted to register for a maximum of TWENTY EIGHT credits during a regular semester.
		21.6	Every course in a programme of study normally runs for the full length of a semester.
Category of courses	22	22.1	Various Courses to be offered in programmes of study shall be categorized into the following six types:
		22.1.1	Humanities & Social Science Courses (HS): Humanities & Social Science courses enable students by endowing them with skills essential to pursue a given programme of study. Generally, they comprise courses in linguistics, communication, professional aptitude, management, economics, environment, psychology, philosophy, history, law, political science, professional ethics, and so on. Humanities & Social Science courses shall be in the range of 3-6% of the total minimum credits for a programme.

22.1.2	Basic Science Courses (BS): Basic Science courses Mathematics, Physics, Chemistry and Biology and they are common to all undergraduate programs except architecture. Basic Science courses shall be in the range of 12-16% of the total minimum credits for a programme.
22.1.3	<i>Engineering Science Courses (ES):</i> Engineering Science courses give a broad spectrum of allied engineering disciplines that is needed to address real time engineering problems that are multi-disciplinary in nature. Engineering Science courses include Materials, Workshop, Drawing, Basics of Electrical/ Electronics/ Mechanical/ Computer Engineering/ Civil engineering and are common to all undergraduate programs except architecture. Engineering Science courses shall be in the range of 15-20% of the total minimum credits for a programme.
22.1.4	<i>Professional Core Courses (PC):</i> Professional Core courses constitute the core of the programme of study. Core courses shall be in the range of 30-40% of the total minimum credits for a programme.
22.1.5	<i>Elective Courses (EC)</i> : Elective courses offer a choice of advanced or specialized courses related to the programme of study. They enable students to specialize in a domain of interest or tune their learning to suit career needs and current trends. Electives can be of following categories: <i>Essential Programme electives (EPE)</i> <i>Optional Programme electives (OPE)</i> Open Elective (OE)
	minimum credits for a programme.
22.1.6	Internship, Research or Project Work (PW): These are intended to enhance the student's practical knowledge and exposure to research and industry. The credits for this category shall not exceed 6-12% of the total minimum credits for a programme. Project work shall normally be carried out in regular semesters.
22.1.7	<i>Non-credit courses:</i> A few courses, such as Constitution of India, may not be assigned credits. Such courses shall be referred to as non-credit (NC) courses, and may be mandatory in a programme of study.
22.2	Certain programmes of study may have additional

			requirements such as apprenticeship and residency.
Audit courses	23		A student may be permitted to take any number of audit
	-		courses over and above the graduation requirements for
			learning a subject.
Minor	24		A student shall have an opportunity for supplementing the
			learning experiences by crediting additional courses, in
			diverse areas. These additional credits when they are in
			focused areas can earn the students credential like Minor.
		i	Minor: Minor is an additional credential a student will earn if
		•	s/he does 15 credits worth additional learning in a discipline
			other than her/his major discipline. All academic
			departments/ schools in the University can offer minors in
			their disciplines and prescribe a structure necessary for
			earning a minor in that discipline. It should be noted that
			these additional learning courses do not contribute in any
			way or are in no form a requirement for the Major degree of
			Lindergraduate degree and not in the interim period
			ondergraduate degree and not in the interim period.
		ii	To qualify for a <i>Minor</i> in the chosen area, which may be
			mentioned in the separate certificate, a student shall
			register and successfully complete the Five courses each
			of 3 credits in a Minor area outside his/her Major discipline
			of Studies
		iii	A student opting for a mix of elective courses not meeting
			the minimum course requirements shall not qualify for
			Minor.
			CHAPTER V
			CORRICOLA AND STELADI
Curricula and	25		The aurriculum of every programme of study offered by the
Svllabi	25		Ine curriculum of every programme of study offered by the
			of broad-based and in-depth knowledge but also aptitude
			for life-long learning.
		25.1	Medium of instruction shall be English, except in those
			Faculties where other languages are permitted by the

			Academ	ic Counc	;il.				
		25.2	The deta of study School Council	ailed cur shall be Board o and shal	riculum a e framed f Studies I be notif	and sylla by the with a ied from	bus for concern pproval time to t	each pro ed Depa of the <i>A</i> ime.	ogramme artmental/ Academic
Course code	26	26.1	Every co code, us	ourse in sing nine	a progra alphanu	amme sh meric ch	all be as aracters	ssigned as unde	a course r:
			Field	Year	Faculty	Progrm	Type of	Level	Serial
						of study	C001.25		Numbe
				2	1	2	1	1	2
			Code	2-digit	1-letter	2- Letter	1 - Letter	1-9	2 -digit
			A letter s type of category category = I; Sen topic = Field W Departm a course	shall be a course $\gamma = B; E$ $\gamma = E; PV$ ninar = S T; Appre Vork = hental Cu e as and t	L assigned as: HS ES categ V catego ; Colloq nticeship D; and irriculum when a r	for each category gory = F ory = W; uium = N 0 = A; LaNon-crCommitnew cour	L course y (Huma ; PC ca Researc /; Self-st aboratory redit co tee shall se is intr	$\frac{ }{dependint}$ $\frac{ }{depen$	ng on the = H; BS = C; EC nternship Special- tical = P; N. The a code to
		26.2	A digit s level of o	hall be a course as	ssigned s:	for each	course	dependir	ng on the
		i	Levels educatic the eligil	1-6 indio on in a pr pility crite	cate the ogramme eria for ac	minimu e beyond dmission	um num 110+2 as ;	ber of s specifie	years of ed in

		ii	Levels 7-9 shall be reserved for research courses, Master's and Ph.D. research work, and the like.
			Example: 15EMEC201: is a course introduced or revised in 2015, in the faculty of Engineering, in Mechanical Engineering, which is a Core Course, in the second year, with a course number of 01
Teaching / Learning methods	27		The majority of courses shall be in the form of assisted teaching/learning through direct contact or online or hybrid with the exception of Project Work and Internship. To enrich the student experience, the teaching / learning may include guest lectures, field trips, mini projects, self-study and so on. Teachers may use state-of-the-art knowledge dissemination tools.
Course instructor / Course coordinator	28		A Teacher who is teaching a particular course shall be referred to as the course instructor for that course. If a course is taught by more than one Teacher in the same semester, it shall be coordinated by one of the Teachers designated as the course coordinator. He/she has the responsibility for framing the course policy, which includes lesson plan, coverage, assignments, quizzes, tests, practicals, and other evaluation processes.
			CHAPTER VI
			REGISTRATION AND ATTENDANCE
Registration for courses	29		In each semester, an eligible student shall register for the courses he/she intends to study. Only registered students shall be allowed to attend the classes of those courses.
		29.1	Students shall register for the courses to be studied in a particular semester before the end of the previous semester according to a schedule specified by the Dean Academic Affairs, except for the courses in the first semester. Registration for the first semester of a programme shall be a part of admission process.

		29.2	Registration process, either online or offline, shall consist of the following steps:
		i	Meeting with the course coordinator, if required, to verify prerequisites;
		ii	Meeting with the course coordinator, if required, to verify prerequisites;
		iii	Payment of prescribed tuition fees and other dues.
		29.3	A student who obtains "F" or "W" grade in a course other than elective (EC category) shall re-register for the same course when offered next. A student who obtains "F" or "W" grade in an elective course shall have an option of repeating the same elective course when offered next or register for any other elective course in the EC category.
		29.4	If a student fails to register for course(s) during a semester without intimation to the Dean Academic Affairs, his/her admission shall be liable to be cancelled.
		29.5	Late registration may be permitted by the Dean Academic Affairs under exceptional circumstances.
		29.6	For re-registration, late registration, adding/dropping of courses, a fee may be charged as notified from time to time.
Registration record	30		The student shall ensure that the registration details are entered on the registration record which may be maintained on-line. Queries related to registration shall be considered only when accompanied by the original registration record. This record shall be preserved until the semester grade card is received by the student.

Registration validation	31		Before the first day of classes, every student shall validate his registration either on-line or at the concerned department/School office. Students who do not validate their registration shall not be permitted to add/drop courses.
Minimum student	32		A course shall be offered if a minimum number of students have registered for that course, as specified by the Dean
enrollment in a course			Academic Affairs. Under special circumstances, a course may be offered with fewer students, with the prior permission of the Vice-Chancellor. Courses without the minimum registrations on the last date for adding/dropping
			of courses shall not be offered. The students who registered for such courses shall be given additional time for registering for alternate courses.
Add/Drop. audit	33	i	Add/Drop: A student may add or drop one or more
and withdrawal from courses			course(s) before the deadline with the approval of the Dean Academic Affairs, upon payment of additional fees, if any.
		ii	Withdrawal: A student may withdraw from a course before the deadline specified for the purpose, with the approval of the Dean Academic Affairs. A withdrawal grade shall be awarded in such case(s).
		iii	Audit: A student may change a credit course to an audit one before the deadline specified for the purpose, with the approval of the concerned Dean of Faculty.
Registration for Summer Term	34	34.1	A student may be permitted to register for a maximum of 15 credits during a Summer Term.
		34.2	A student may register for courses in Summer Term without any additional fees provided he/she has not registered for the same courses earlier and there is vacancy in those courses. Such a student shall pay the prescribed fees for the minimum duration of the programme, notwithstanding the number of credits to be earned during the final year / semester.

		34.3	A student who registers for a course in the Summer Term on account of failure, withdrawal or any other form of discontinuance shall pay additional fees as prescribed from time to time.
Attendance	35		Attendance is the physical presence of the student in the class. Students shall make every effort to attend all classes, laboratory / practical and other sessions.
		35.1	Every Teacher handling a class or laboratory / practical session shall take attendance till the last instruction day in the semester. The students shall be informed about their attendance status periodically by the respective departments so that the students get advance notice to make up any shortage in attendance.
		35.2	A student shall maintain the prescribed minimum attendance in each individual course, as specified in the guidelines for the programme of study. Without the minimum attendance in a course, the student shall be ineligible to appear for the End Semester Assessment in that course. Such a student shall be awarded "F" grade in that course and he/she shall register for and repeat the course when offered next.
		35.3	If a student is absent from the University for more than SIX weeks without permission of the Dean Academic Affairs, his/her registration is liable to be cancelled.
Condoning Attendance Shortage	36		In rare and genuine cases, the Vice-Chancellor may condone a shortage of attendance to a maximum extent of 10% on the recommendation of the Dean Academic Affairs.
			CHAPTER VII
			EXAMINATION SYSTEM
Controller of Examinations	37		The Controller of Examinations shall be responsible for the conduct of examinations of all the courses of all the programmes of the University, and all other matters

	incidental thereto and ancillary therewith, under the supervision and monitoring by the Vice-Chancellor. The Controller of Examinations shall:
i	Supervise the day-to-day activities concerning examinations of the University;
ii	Convene the meetings of the Authorities of the University for which he/she is the Member-Secretary, on the approval of the Vice-Chancellor;
iii	Arrange for the preparation and notification of examination time table from time to time;
iv	Supervise the registration of students for End Semester Assessment, if applicable;
v	Appoint the required number of officials and staff for the conduct of examinations, with the approval of the Vice-Chancellor;
vi	Prepare detailed guidelines for the duties and responsibilities of various officials and staff connected with examinations;
vii	Convene meetings of all the concerned officials and staff from time to time, to explain to them their duties and responsibilities pertaining to the examinations;
viii	Obtain help from local authorities to maintain law and order for the conduct of examinations, if necessary;
ix	Arrange for the issue of grade cards, transcripts, provisional degree certificates, degree certificates, migration certificates and so on to the students;

		x	Maintain utmost secrecy while preparing and maintaining the confidential materials, bills, and proceedings;
		xi	Recommend the remunerations, if any, connected with the examination work, to the Finance Council for consideration and further action;
		xii	Make arrangements for maintenance of stock, accounts, records, and statistics of the Office of the Controller of Examinations and for annual stock verification;
		xiii	Submit the infrastructural requirements of the Office of the Controller of Examinations as and when required to
			the Registrar for consideration and further action; and
		xiv	Prepare the budget for the Office of the Controller of Examinations and place it before the Finance Council for its consideration.
Deputy Controller of Examinations	38		Deputy Controller of Examinations, if any, shall assist the Controller of Examinations for the conduct of examinations and all other matters incidental thereto and ancillary therewith.
Chief Superintendent	39		The Controller of Examinations shall appoint a Chief Superintendent from amongst the senior Teachers of the University during each semester to assist him/her for the conduct of examinations, with the approval of the Vice Chancellor.
		39.1	One Chief Superintendent shall be appointed for each examination centre.
		39.2	The Chief Superintendent shall:

		i	Arrange for the required materials (e.g. answer books, drawing cards, data handbooks and other stationery) for the conduct of examinations, and supply of the same to the students, as necessary;
		ii	Arrange for and appoint the required personnel for the conduct of examinations, with the approval of the Controller of Examinations;
		iii	Arrange for the seating of students and notify the seating arrangements;
		iv	Be available at the examination centre during the examinations; and
		v	Discharge any other responsibility assigned by the Controller of Examinations from time to time.
Additional Chief Superintendent (s)	40		The Controller of Examinations shall appoint Additional Chief Superintendent(s), if necessitated by the number of students registered for the examination, from amongst the senior Teachers of the University, with the approval of the Vice Chancellor. The Additional Chief Superintendent(s) shall perform similar duties as those of the Chief Superintendent.
Deputy Chief Superintendent (s)	41		The Controller of Examinations shall appoint Deputy Chief Superintendent(s), from amongst the senior Teachers of the University, with the approval of the Vice Chancellor, if required. The Deputy Chief Superintendent(s) shall assist the Chief Superintendent in the conduct of examinations.
Invigilators	42		The Chief Superintendent shall appoint the required number of Invigilators for all blocks where examinations are held, as required.

Group Invigilators	43		The Chief Superintendent shall appoint the required number of Group Invigilators for the coordination and supervision of a group of invigilators, as needed. In case of emergency, a Group Invigilator may relieve an invigilator for short intervals.
Obligation to perform the examination work	44		Any person, who is entrusted with any kind of examination work relating to paper setting, invigilation, supervision, evaluation, conduct of practical examinations, printing of question papers and answer books, tabulation, preparation of grade cards and all such activities incidental thereto and connected therewith, shall discharge such duties prudently and with utmost integrity for ensuring high academic standards.
		44.1	If any person who has been allotted any kind of examination work is found to be guilty of breach of duties or involves in any misbehavior and/or misconduct, disciplinary action shall be taken against him/her as per the rules of the University.
		44.2	No employee of the University shall accept the assignment of taking part in the conduction of examinations and all such activities incidental thereto and connected therewith, whenever his/her kith and kin are appearing for the examinations.
Errors committed by an examiner	45		Disciplinary action shall be initiated by the Controller of Examinations against an examiner, who has committed error(s) in the work pertaining to examinations, as per the rules of the University.
Remuneration	46		Remuneration for different assignments in the examination shall be proposed by the Controller of Examinations from time to time and recommended by the Finance Council for the approval by the Board of Governors. External examiners shall be entitled for TA/DA. All work relating to ISA, ESA and all other matters incidental thereto and ancillary therewith, with or without remuneration shall be deemed to be a part of normal duty of every employee of the University.

Assessment	47	The University shall follow a combination of In-Semester Assessment (ISA) and the End-Semester Assessment (ESA) for assessing the performance of a student in each course. The ISA and ESA components for each course shall be conducted as per the calendar of events and the time-table specified from time to time. The weights of ISA and ESA components in the total marks for a course shall be notified by the Teacher in the lesson plans as per the approval of Board of Studies. A student shall be awarded a letter Grade for every course at the end of the semester, indicating the level of performance, considering the scores both in ISA and ESA.
Question papers	48	All question papers for written, online or hybrid examinations shall be set and answered in English, except in those Faculties where other languages are permitted by the Academic Council. The question paper of each course shall cover entire syllabus with the distribution of marks considering the number of hours allocated for each unit/module/topic in the syllabus.
Make-up for ISA/ESA components	49	Students who have remained absent at ISA/ESA in one or more courses due to valid reasons, may be given a make- up exam which can be held as per dates notified in the Academic Calendar immediately after the ISA/ESA. However, it would also be possible to hold a makeup exam at any other time in the semester with the permission of the Academic Council of the College.
		Make up exam shall also be available to students awarded "X" grade and this make-up examination will be conducted along with supplementary examination at the end of the academic year in which the candidate is awarded "X" grade.
		Make up exams are not conducted for any courses, theory or practical, of supplementary semester.
		CHAPTER VIII
		IN-SEMESTER ASSESSMENT
ISA	50	The ISA for courses may be carried out by the way of various components such as Mid Term Examinations, quizzes, tests, seminars, term papers, demonstrations, and

			award of marks for attendance. Practical components of courses may be evaluated by the way of experiments, demonstrations, field work, models, worksheets, practical record books, quizzes, tests, and award of marks for attendance. If a student misses a practical / laboratory session owing to genuine reasons, he/she shall complete the activity of that session before the end of the semester, with the approval of the concerned Departmental/ School Chairperson.
Conduct of ISA	51		The weight and syllabus for each component of ISA for a course shall be notified by the concerned Teacher before the commencement of each semester through the lesson plans, adhering to the norms stipulated from time to time.
		51.1	The concerned Teacher in association with Head of the Department/ School/ Center shall be responsible for the conduct of different components of ISA.
		51.2	The concerned Head of the Department/ School/ Center shall make arrangements to notify the scheme of evaluation for various ISA components. After each event of ISA, the students shall have an opportunity to view his/her performance and bring the discrepancies or errors, if any, to the notice of the concerned Teacher, for addressing the same.
		51.3	The marks obtained by a student in each component of ISA shall be added and finalized for the total marks by the concerned Teacher, within the specified time as stipulated by the Controller of Examinations.
		51.4	The records pertaining to each component of ISA shall be maintained by the concerned department / Teacher for such period as specified by the Controller of Examinations from time to time.
ISA of Special Topics / Mini- Projects, Minor-Projects, REU, Seminar,	52		The ISA for Special Topics / Mini-Projects, Minor-Projects, REU, Seminar, Internship-Projects, Major Project may be carried out in the form of various components, such as oral presentations, demonstrations, technical / project report, and viva-voce. The concerned Head of the Department/

Internship- Projects, Major Project	53		School/ Center shall make arrangements for the evaluation of such components. The format for preparation of technical and project reports shall be notified by the concerned Head of the Department/ School/ Center from time to time.
of ISA marks			marks obtained by the students for the announcement of ISA marks obtained by the students in various courses at the end of each semester. The students shall be given THREE working days time for verification, redressal of discrepancies or errors, if any, and acknowledgement.
			CHAPTER IX
			END SEMESTER ASSESSMENT
Registration for ESA	54		A student, who has complied with the minimum specified attendance in a course, shall register for ESA for that course by paying the prescribed examination fees. The registration process for ESA may be online/off-line as notified from time to time by the Controller of Examinations. The registration of a student shall be liable to be cancelled by the Office of the Controller of Examinations where disciplinary issues are raised by the concerned Head of the Department/ School/ Center.
Eligibility to attend ESA	55		To be eligible to attend the ESA in a specific course for which a student is registered, following requirements must be met:
		i	Attendance as mentioned in section 36.2
		ii	ISA marks: Not less than 40% of ISA marks (except in those cases where it is not specially mentioned in the scheme of evaluation)
		iii	Students not fulfilling attendance requirement or ISA requirement shall be assigned an 'F" grade
Student list for ESA	56		After the last date of registration for ESA, the list of students along with their registered courses shall be released by the Office of Controller of Examinations. A student shall verify the accuracy of his/her particulars in the list and discrepancies, if any, shall be reported to Office of the Controller of Examinations within THREE working days from the date of release.
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Admit Card	57		The Controller of Examinations shall make arrangements for issuance of Admit Cards to eligible students, based on the ESA list. The Admit Card of a student shall be valid only for the ESA for which it is issued. The Admit Card of a student shall include (i) recent photograph of the student and (ii) registered courses for ESA with course codes.
Missing Names in Student list	58		With the specific approval of the Vice-Chancellor, under extra-ordinary circumstances, a student whose name does not find a place in the student list may be permitted to appear for ESA of a course. The results of such a student may be announced after due verification.
ESA and evaluation:	59	59.1	The Controller of Examinations shall make arrangements to conduct ESA for all courses, through the Chief Superintendent.
		59.2	The Controller of Examinations shall notify the evaluation procedure to be adopted for the evaluation of various courses, from time to time. The ESA for courses having a practical or laboratory component may be based on laboratory records, conduction of experiments, demonstrations, field work, models, worksheets, quizzes, and viva voce.
		59.3	The answer books of ESA may be coded for the purpose of anonymous evaluation by the Office of the Controller of Examinations.
		59.4	Central valuation shall be conducted in the University premises only.

ESA for Mini and Major Projects	60	The E batche may be abstrac demon various the Co Dean A	SA for n s which n e based o ct, project stration, a s compon pontroller of Academic	nini and major nay span over se on various comp at or technical and viva voce. T ents shall be no of Examinations Affairs.	projects s everal days ponents su report, or he distribut ptified from s in consu	hall be held in . The evaluation ch as writing of al presentation, ion of marks for time to time by Itation with the
Appointment of Examiners	61	The examin Examin Examin choose the app	xaminers nations fro ners. How e examine proval of t	may be appoi om the panel rec vever, the Contr ers outside the p he Vice-Chance	nted by th ommended oller of Ex anel for val llor.	e Controller of by the Board of aminations may id reasons, with
Tabulation of	62	 After th	ne evaluat	ion, the marks s	hall be tabu	lated by
Marks		the Off or via c	ice of the computeria	Controller of Ex zation.	aminations	either manually
Contingency arising from loss of answer books	63	In a c beyonc exercis	contingend the hopse an option	cy arising out pe of retrieval, on of ordering ar	of loss of the Vice- additional	answer books Chancellor may examination.
						CHAPTER X
					GR/	ADING SYSTEM
Grading system	64	The U allocati The let followir	niversity s ing a lette ter grades ng table:	shall follow a al r grade for each s shall be award	bsolute gra band of ma led grade p	ding system by arks in a course. oints, as per the
		#	Letter grade	Grade points	Marks	Remarks
		1	S	10	91-100	Outstanding
		2	Δ	Q	81-90	Excellent
		<u> </u>	~	3		
		3	В	8	71-80	Very Good

		4	С	7	61-70	Good
		5	D	6	51-60	Fair
		6	E	5	40-50	Satisfactory
		7	F	0	< 40	Fail
		8	I*	-		Incomplete
		9	W*	-		Withdrawal
		10	X*	-		Absent for ESA due to calamity
		11	AP	-		Audit Pass
		12	AF	-		Audit Fail
		13	FA	0		Fail due to attendance shortage
	64.1	transiti The n awarde forth b Acade	ormal grad ormal pe ed each l y the Dea mic Coun	es. rcentage of st etter grade sha in Academic Aff cil.	udents in a all be as pe airs with the	a course to be er the policy set e approval of the
	64.2	<i>'AP' ar</i> AP (Ar course studen specific Otherv	nd 'AF' gr. udit Pass e. The Auc t satisfies ed for t vise, an A	ades: A student) or an AF (Au dit Pass (AP) gr s the attendanc he course by F grade shall be	t shall be av idit Fail) gra rade shall b be and perfor the conc e awarded.	varded either an ade for an audit e awarded if the ormance criteria erned Teacher.
		Studer course re-regi course	nts having s/audit co ster for th to qualify	qualified for S purses and obta e course again for the degree	EE in manc ined an 'AF but are requ	latory non-credit ' grade need not uired to pass the
	64.3	<i>'W' gra</i> has wi	a <i>de</i> : "W" thdrawn f	grade shall be rom a course.	awarded to Further, the	a student who "W" grade shall

	be recorded in the grade card. A student may withdraw
	from an audit course in which case there shall be no mention of the course in the grade card.
	A student with "W" grade must re-register for the course during the Supplementary semester of that academic year and the "W" grade shall be converted to one of the other letter grades (S to F) after the completion of scheduled ESA of supplementary semester. If the student does not register or appear for the ESA of supplementary semester, the "W" grade shall be converted to an "F" grade. "W" grade is not awarded in supplementary semester.
64.4	'I' grade: "I" grade shall be awarded temporarily to a student who is unable to appear for ESA for one or more courses, with the permission of the Dean Academic Affairs in response to a written appeal by the student, due to valid reasons such as medical emergency, calamity in the family or any other valid reason. For such a student, the "I" grade shall be converted to one of the other letter grades (S to F) after the completion of scheduled make-up ESA. If the student does not appear for the make-up ESA, the "I" grade shall be converted to an "F" grade. "I" grade is not awarded at Makeup exams or in supplementary semester.
64.5	<i>'X' grade</i> : Awarded to a student having satisfactory attendance and greater than or equal to 60% of ISA marks in a course, but ESA performance observed to be poor, which could result in an overall F Grade in the Course and will be valid till immediate make up examination is conducted for the course within that academic year. For such a student, the "X" grade shall be converted to one of the other letter grades (S to F) after the completion of scheduled make-up ESA. If the student does not appear for the make-up ESA, the "X" grade shall be converted to an "F" grade.
64.6	<i>'F' grade</i> : A student shall be awarded an "F" grade if he/she either fails in the course or is absent for the ESA of that course.
64.6.1	A student who obtains "F" grade in a non-elective course

			shall re-register for the same course when offered next.
		64.6.2	A student who obtains "E" grade in an elective source shall
		64.6.2	A student who obtains F grade in an elective course shall have an antion of reporting the same elective source when
			offered post or register for any other elective course when
			offered field of register for any other elective course.
		64.6.3	The 'FA' grade denotes poor attendance i.e. failure in a
			course due to attendance shortage (i.e. <75%) and the
			course instructor is supposed to take utmost care while
			awarding this double-letter grade. 'FA' grades secured in
			any course stay permanently on the grade card.
_			
Passing	65		The minimum requirements to pass in a course for which a
Standards for a			student is registered are as follows:
Course			ISA: 40% of ISA marks
			ESA: 40% of ESA marks
			A student is considered to have successfully completed a
			course and earned the credits assigned to that course if the
			student earns a letter grade S to E "E" Grade implies
			failure and "I", "W" and "X" grades are transitional grades
			and will be replaced by an appropriate letter grade once the
			student completes the course requirement.
Passing	66		The requirement to progress to the next academic year is
Standards –			only on the basis of number of courses and is as follows:
Progression to			
Next Academic			
Year - Vertical			
Progression			
		66 1	Maximum number of E grades that can be carried at the
		00.1	end of any academic year is 04
		66.2	To progress to higher odd semesters, the candidate shall
			have CGPA (as defined in section 65.2) of minimum of 4.0,
			after the results of supplementary examination in the
			previous academic year.
			However failure to secure a minimum CGPA = 4.0 at the
			end of any semester for the first time, shall attract a
			warning before approval of the student to continue in the
			following semester.
		66.3	The failure grades of mandatory non-credit courses/audit
			course shall not be considered for vertical progression
SGPA and	67		The overall performance of a student shall be indicated by
CGPA			two indices namely, Semester Grade Point Average
1			

			(SGPA) and Cumula	ative Grade Point Av	verage (CGPA).
		67.1	The SGPA is the obtained in all courparticular semester SGPA = Σ CiGi / Σ (for the courses reg the corresponding g	weighted average rses registered by t r. The SGPA shall Ci, where Ci"s, are t gistered for the sem grade points secured	of the grade points he student during a be calculated as: he number of credits nester, and Gi"s are by the student.
		67.2	The CGPA is an performance of a s grade points obtain student since he/sh be calculated as: C carried out for al registered up to tha "F" & "FA" grades a	indication of an tudent and the weig ted in all the course the is admitted to the GPA = Σ CiGi / Σ C I courses to whic at point of time, exc and transitional grade	up-to-date overall phted average of the es registered by the e University. It shall Ci, the summation is h the student has cluding courses with es.
		67.3	If a student obtains for the same cours grade obtained sh calculating the CGF	an "F" grade in a c se in a subsequent all replace the pre A.	course and registers semester, the new evious "F" grade in
		67.4	If a student obtains registers for the sar semester, the new previous "F" grade i	an "F" grade in an ne or equivalent cou w grade obtained n calculating the CG	elective course and urse in a subsequent shall replace the GPA.
		67.5	Grades obtained ir shall not be consid SGPA.	audit courses and dered in the calcula	I transitional grades ations of CGPA and
Class / Division	68		The following class	ses of results shall	be declared, for a
declaration			student upon grade criteria. The class of as per the table give	uation, considering obtained by the stud en below:	the below specified ent shall be inferred
			CGPA	Equivalent	Class/Division
			5.00-5.74		Pass
			3.00-3.74		1 000

			5.75-6.74	<u>></u> 50% and <60%	Second
			6.75-7.74	≥60% and <70%	First
			7.75-9.49	<u>></u> 70% and <87.5%	First class with Distinction
			9.50-10.00	<u>≥</u> 87.5%	First class with Honors
		i	First Class with Programme of stud securing a CGPA courses of the prog obtaining any trans passed in First clas	Honors: A stud y within the specified of 9.50 and above gramme in the first a itional grades shall s with Honors.	ent completing a d minimum duration, ve, passing all the appearance, and not be declared to have
		ii	<i>First Class with</i> Programme of stud securing a CGPA to passing all the co appearance, and no be declared to have	Distinction: A study y within the specified between 7.75 and 9 burses of the prog ot obtaining any trans e passed in First class	dent completing a d minimum duration, .49 (both inclusive), rramme in the first sitional grades shall ss with Distinction.
		iii	<i>First Class</i> : A stude securing a CGPA I shall be declared to	ent completing a Pro between 6.75 and 7 b have passed in Firs	gramme of study by 7.74 (both inclusive) at Class.
		iv	Second Class: A study by securing a declared to have pa	student completing a CGPA between 5.7 assed in second clas	the programme of 75 and 6.74 shall be s.
		v	<i>Pass Class</i> : A stud by securing a CGP have passed in pas	ent completing the A of less than 5.75 s class.	programme of study shall be declared to
Declaration of Ranks	69		Ranks shall be awa programme of Stud be awarded to to graduating class. H not exceed FIVE graduating student shall be eligible for	arded to the graduat y on the basis of Co op FIVE percent lowever, the total nu irrespective of th s in a programme a rank at the time o	ing students in each GPA. The ranks shall of students of the umber of ranks shall e total number of of study. A student f award of degree in

			the programme of Study, provided he/she has:
		i	Passed in all the courses of all semesters in FIRST attempt;
		li	Not obtained any transitional grades;
		iii	Completed the Programme of study within the specified minimum duration;
		iv	Not rejected any of the semester results;
		v	Not taken re-admission;
		vi	Academic performance will be the sole criteria for awarding the Merit rank in each program and will be based only on CGPA to be calculated as mentioned in 65.1 and 65.2. The SGPA/CGPA shall be calculated to an accuracy of 2 decimal points and will be rounded up to the nearest value. In case more than one gets the same CGPA, the ranks shall be shared by all. and
		vii	Not faced any disciplinary action.
		viii	The minimum number of registered candidates for a program during the final year shall be a minimum of 10 in that program so as to award the rank. In case, if the number is less than 10 no rank shall be awarded.
Not Fit for Programme of Study (NFPS)	70	70.1	A student shall be declared as "Not Fit for Programme of Study" (NFPS) and terminated from the programme of study if he/she:
		i	fails to obtain a semester grade point average of at least 4.0 on a number of occasions numerically equal to the minimum duration of the programme in years. If the performance of a student at the end of a registered semester is below 4.0, he/she shall be issued a warning by

			the Controller of Examinations in the first two instances and a show cause notice in the third instance, each of which shall be intimated to the parents or guardians.
		ii	Failure to meet the standards of discipline prescribed by the College, which may change from time to time
		iii	If a student fails to satisfy all the requirements for the award of the degree within the maximum duration as mentioned in section 19.1
		70.2	Such students, if interested, shall be eligible to apply for re- admission to the programme of study at the first year level or second year level as the case may be.
			CHAPTER XI
			TRANSPARENCY IN EXAMINATION SYSTEM
			A student shall be eligible to apply for re-totaling, revaluation
			and/or obtaining photocopies of the answer books of ESA only for theory component of
			courses. Any delay in the announcement of re-totaling and/or revaluation results for any reason whatsoever shall not confer the right upon the student for admission to the subsequent semester and for any other kind of claim. There shall be no provision for re-totaling, obtaining the photocopy of answer books and challenge valuation of ESA for practical components of courses, including drawing, seminar, mini project / special topics, and major project.
Re-Totaling	71		A student shall be eligible to apply for re-totaling of marks of ESA for any number of theory components of courses. Such a student shall submit the application for re-totaling in the prescribed form, upon the payment of prescribed fee, to the Controller of Examinations, within THREE working days from the date of announcement of the results.
		71.1	The students who have applied for the re-totaling shall be called in batches to the office of Controller of Examinations, on the dates fixed for re-totaling of marks. Such students shall be accompanied by Faculty Advisor / Class Teacher /

			Parent / Guardian.
		71.2	A student, who has applied for re-totaling, shall be shown his/her answer books to verify the marks, totaling of the marks and to find out whether or not all the answers of the questions attempted were awarded marks. If such a student finds any discrepancy in totaling of marks, he / she shall bring the same to the notice of the concerned officials for incorporating the necessary corrections.
Supply of	72		A student may apply for obtaining the photocopies of his
photocopy			answer books of ESA to the Controller of Examinations, upon the payment of prescribed fee, within THREE working days from the date of the announcement of results. The photocopies of the answer books of theory component of courses shall be supplied within THREE working days after the receipt of the application at the Office of the Controller of Examinations.
Revaluation	73		A student may apply to the Controller of Examinations for revaluation of theory components of courses in ESA, within THREE working days after obtaining the photocopies of concerned answer books and upon payment of prescribed fee. The marks obtained in the revaluation valuation shall be considered for the re-computation of grade. However, if the new grade is found to be lower than the declared grade, the declared grade shall be retained. In the event of no change in the grade after revaluation, it shall be declared as "No Change".
Refund of fee	74		A refund of 50% of re-totaling or revaluation fees shall be made to a student in the event of an improvement in the letter grade.
Rejection of whole semester results	75		A student may reject the results of a whole semester irrespective of performance in an individual course. However, there shall be no provision for the rejection of results of any individual course. Upon rejection, the results shall be considered as null and void. Such rejection may be permitted only once during the entire programme of study. A student, who has rejected the whole semester results, shall re-register for the courses of rejected semester upon payment of the prescribed fees.

Production of answer books	76		The answer books of the University examinations are confidential property of the University and shall not be subject to submission before any internal or external authority or any agent or person on behalf of a student.
			CHAPTER XII
			ANNOUNCEMENT OF RESULTS
Process of declaration of results	77		The draft results shall be processed through the following stages before its announcement:
		i	Draft results prepared by the Office of Controller of Examinations shall be placed before the Results Scrutiny Panel for review;
		ii	Subsequent to the review, the Controller of Examinations shall announce the provisional results after the approval by the Vice-Chancellor;
			A student may appeal in writing to the Controller of Examinations if any discrepancies are found in the provisional results announced within the time specified; and
		iv	The Registrar shall place the provisional results before the Academic Council and Executive Council for information.
Issue of Grade Cards, Transcripts, and other Certificates:	78	78.1	Every student who has registered for ESA after paying the prescribed examination fees shall be issued a grade card in the prescribed format by the Office of the Controller of Examinations.
		78.2	On request and payment of prescribed fee, the academic transcript, in the prescribed format, shall be issued to a student by the Controller of Examinations.

		78.3	A student, on payment of prescribed fee, if any, may request the Controller of Examinations in prescribed format for any corrections to be incorporated in the Grade card and / or transcript. On verification, the Controller of Examinations shall issue a revised / corrected grade card / transcript.
		78.4	There shall be a provision to issue a duplicate grade card or duplicate degree certificate to a student in case of loss or mutilation, upon submission of application in prescribed format along with requisite documents and payment of fee as specified by the Office of the Controller of Examinations.
Procedure for Leaving the University	79	i	A student shall leave the University on completion of his/her studies;
		ii	It shall be the responsibility of the student to obtain "No Dues Certificate" from all concerned departments/sections and submit the same to the Registrar for obtaining the "clearance certificate";
		iii	Unless a student has obtained the "clearance certificate" from the Registrar, neither "transcript of academic record" or other documents shall be issued nor security deposit or any amount due shall be refunded;
		iv	The refund of security deposit shall be permissible up to a period of ONE year from the date the student leaves the University, after which it shall stand credited to the Endowment Fund of the University; and
		v	After successful completion of all the requirements for the award of degree, the Dean Academic Affairs shall send the report to the Registrar for notification of result. The Controller of Examinations shall subsequently issue the Provisional Degree Certificate and transcript record to the student.

Other Certificates	80		A student shall be eligible to receive other certificates such as study certificate, academic transcripts, course completion certificate and migration certificate from the University on written request in prescribed format and payment of prescribed fee.
Eligibility for the Award of Degree	81		A candidate shall be declared to be eligible for the award of a degree if he/she has:
		i	Credits and grades compliance as prescribed by the concerned Faculty of Study within the stipulated maximum time duration, including Specialization and/or Minor, if any;
		ii	Successful completion of all non-credit mandatory courses;
		iii	Minimum duration requirement as specified by the concerned Faculty of Study;
		iv	No pending disciplinary action; and
		v	No dues of any kind to the University.
Award of Degree	82		After fulfilling the above requirements, the Controller of Examinations shall recommend to the Academic Council for the award of degree to the candidate. The candidate shall be given a Provisional Degree Certificate by the Controller of Examinations, upon successful completion of all requirements, submission of application in prescribed format and payment of prescribed fees. The candidate shall be given a Degree Certificate at the ensuing Convocation, upon successful completion of all requirements, submission of application in prescribed format and payment of prescribed fees.
Bar to claim damages for delay	83		No student shall be entitled to claim any damages, whatsoever from the University on the account of late declaration of result, delay in the issue of grade cards or any other certificates, delay in challenge valuation, re- totaling or any other process associated with the

			examinations or evaluation, or other like cases.
			CHAPTER XIII FELLOWSHIP / SCHOLARSHIP / FINANCIAL ASSISTANCE
Merit Scholarship	84		The merit scholarship may be awarded on a year to year basis for students in various programmes.
		84.1	The Executive Council shall, on the recommendation of the Academic Council, determine from time to time the number and the value of merit scholarships to be awarded in each programme.
		84.2	The eligibility criteria for scholarship awards shall be as determined by the Academic Council from time to time. The merit scholarship may be awarded on such basis as grade point average. However, during the year of admission, the scholarships may be awarded on such basis as performance in entrance tests and qualifying examination.
		84.3	The Registrar shall make arrangements for the disbursement, maintenance of accounts and keeping of records of the merit scholarships.
Award of Fellowships, Scholarships and Stipends by External Agencies	85		All proposals regarding the offer of fellowships, scholarships and stipends by individuals or external organizations shall be addressed to the Registrar, who may formulate the terms and conditions with the concerned parties, with the approval of the Executive Council.
			CHAPTER XIV MAINTENANCE OF ACADEMIC RECORDS

Maintenance of Academic Records	86	86.1	The office of the Registrar shall maintain a file for each student comprising of the entrance test application (if applicable), copies of test results (if applicable), letter of admission, application for admission, copies of previous academic testimonials and such other relevant
			documents.
		86.2	The office of the Dean Academic Affairs shall maintain a file for each student comprising of course registration details, up to date attendance, academic performance and achievements, and such other relevant documents. The Dean Academic Affairs may choose to maintain such student files in the office of the concerned Departmental/ School Chairperson.
		86.3	The Office of the Controller of Examinations shall maintain a file for each student comprising of examination registration details, up to date academic performance, and such other relevant documents.
Maintenance of Answer Books	87		The answer books of University examinations shall be maintained securely for a period of ONE year from the last day of examinations after which they may be destroyed summarily with the approval of the Vice-Chancellor.
Weeding off of Academic Records	88	i	The admission form of the candidates not selected for admission shall be destroyed by shredding after a period of ONE year of the finalization of admissions, except in cases of disputes;
		ii	The records pertaining to the conduct of entrance examination such as question booklets, answer sheets, correspondence regarding paper setting, etc. shall be destroyed by way of shredding after a period of ONE year from the conduct of entrance test, except in cases of disputes;
		iii	The personal files of the students shall be retained as permanent records, either digitally or in hard copies;

	iv	Subject to any general or special rule or order in this behalf, no University records (including correspondence) connected with the academics shall be destroyed except in accordance with the provisions as given below:
		 (a) No academic records (including correspondence) shall be destroyed which are under audit objection till audit objections are settled; (b) No academic records (including correspondence) shall be destroyed for which proceedings are going on in a Court of Law till the case is finalized; and
	v	A list of records proposed to be destroyed shall be prepared by the Dean Academic Affairs and orders of the Vice-Chancellor shall invariably be obtained before they are destroyed. The academic records to be weeded out shall be destroyed by way of shredding under direct supervision of the Dean Academic Affairs.

ANNEXURE – 2b

[Service Rules (framed as per the service rules & policies of KLE Society)]

KLE TECHNOLOGICAL UNIVERSITY, HUBBALLI

SERVICE RULES

CHAPTER I

PRELIMINARY

Rule 1 SHORT TITLE AND COMMENCEMENT

1.1 These rules shall be called "Service Rules" of the KLE Technological University, Hubballi.

1.2 They shall come into force with effect from the BOG approval.

Rule 2APPLICATION

These rules shall apply to all the employees of the KLE Technological University, Hubballi and its allied and subsidiary institutions which comes into existence under the purview of this University. However, all the Aided employees of the KLE Technological University, Hubballi are governed by the rules of the Grant-in-Code and KCSR rules. **Un-aided employees shall be governed by these rules mutatis mutandis.**

Rule 3DEFINITIONS

Unless it is repugnant to the context,

- 3.1 "KLE Technological University, Hubballi" shall mean,
 - a) All the institutions established to be established & administered by the KLE Technological University, Hubballi in the field of Education that are established in consonance with aims & objectives of K.L.E. Society.
 - b) Any other Unit / Institutions that may be brought under the purview here after.
- 3.2 "Board of Governors (BOG)" is the principal organ of the Management of KLE Technological University, Hubballi constituted as per the KLE Technological University Act 2012 of Government of Karnataka.

"Board of Governors (BOG)" is also the executive body of the KLE Technological University which oversees day-to-day management of the KLE Technological University and for that purpose frames the policy, rules, regulations and instructions, procedure and also provide approvals on all academic, financial and administrative matters.

- 3.3 "Chairman" means the Chairman of the Board of Governors.
- 3.4 "Premises" means all departments, laboratories, equipment, offices, wards, sections and other places both indoor and outdoor, residential quarters, hostel buildings, canteen buildings and such other lands, buildings, equipment, areas and precincts under the purview of KLE Technological University.
- 3.5 "Management" means the BOG-Chairman, Vice Chancellor, Pro –Vice Chancellors, Heads of the institutions, Deans of faculty, Principals, Registrar i.e. any other person vested with the authority to enforce the service rules and regulations
- 3.6 "Appointing Authority, Disciplinary Authority, Competent Authority", under these rules mean Chairman of BOG, ,Vice Chancellor, Deans, Heads of institutions or any other as may be notified by the order of the BOG from time to time.
- 3.7 "Selection Committee" means the authority nominated by the BOG to recommend for recruitment/promotion/ granting special increment on the basis of tests/ interviews/performance reports etc. as needed.

- 3.8 "Employer" means the KLE Technological University.
- 3.9 "Employee" means anybody who is working as paid servant of the KLE Technological University either on permanent basis or temporary basis or those working in any institution associated with the University.
- 3.10 "Establishment" means KLE Technological University, its branches, subsidiaries, associated with teaching and other units or institutions run/owned/managed/sponsored by the KLE Technological University.
 - 3.11 "Notice" means a notice or memo in writing and shall be so deemed as delivered in person or posted to the last known address or served by affixture or exhibited in the Notice Board or published in the Newspaper for the purpose of these service rules.
 - 3.12 "Notice Board" means the notice board specially maintained in a designated and conspicuous place in the premises of KLE Technological University and its institutions for the purpose of displaying notice / notice under these service rules.
 - 3.13 "Masculine" includes Feminine unless repugnant to the context.
 - 3.14 "Singular" includes plural, unless repugnant to the context.
 - 3.15 "Salary" means all remuneration earned by way of basic salary and Dearness Allowance, but does not include allowances paid or payable to an employee such as house rent allowance, conveyance allowances, overtime etc., as fixed by the KLE Technological University from time to time.
 - 3.16 "Watch and Ward or Security Staff" includes Watchmen/Security Guards or any other similar category of persons engaged or entrusted with such duty by the Management for carrying out the work of security or search exclusively or in addition to other duties.
 - 3.17 "Leave" means authorized absence with or without pay.
 - 3.18 "Absence from work" means unauthorized absence from work place, late attendance or leaving the place of work early without permission.
 - 3.19 All other terms not defined herein shall have the same meaning assigned to them under the Constitution of the K.L.E. Society the parent society of KLE Technological University.

Rule 4 MODIFICATION OF SERVICE RULES

The BOG may modify/relax, cancel, substitute or add to these service rules as and when need arises.

Rule 5 EXERCISE OF POWERS

The power conferred by these rules may be exercised by the BOG through any person or any such authority.

Rule 6 DUTIES OF EMPLOYEES

The duties of an employee shall pertain to his work as per the terms and conditions of appointment and such other duties as may be assigned to him from time to time by the Management.

Rule 7 CONDUCT OF EMPLOYEES

It shall be the duty of every employee to conduct himself in both private and public life and in his relations with the students, co-employees, colleagues, authorities of KLE Technological University and its parent society K L E Society.

Rule 8 CLASSIFICATION OF EMPLOYEES

- 8.1 "Employee" shall be classified as :
 - a) Permanent

- b) Probationary
- c) Temporary
- d) Trainee
- e) Contract Employee
- f) Casual Employee
- 8.2 A "Permanent" employee means one who has been so appointed or has satisfactorily completed the specified period of probation or extended period of probation, and has been confirmed in writing by the Appointing Authority.
- 8.3 A Probationer means a person who is so appointed and has not been confirmed in writing by the appointing authority to the post in which he has been provisionally appointed. If a permanent employee who is employed as a probationer to a new post he shall hold a lien over the former post till he is confirmed in the new post. Note: A permanent employee on probation to a new post shall be deemed to be on probation for the limited purpose of his performance and suitability in the new post. For all other purposes he shall be entitled to all the benefits of a permanent employee.
- 8.4 A "Temporary Employee" is an employee who is so engaged for work which is of an essentially temporary in nature likely to last for a limited period. He will not have any right of employment, either to a permanent or to a temporary post, which may arise in future.
- 8.5 A "Trainee" means a person who is so appointed and who will be provided training in the various areas stipulated. Training Allowance may or may not be given.
- 8.6 A "Contract Employee" means a person appointed on contractual employment for a specific period and/or for specified purpose.
- 8.7 A "Casual Employee" is one who is employed on a day-to-day basis for specific works of occasional or casual nature.
 - NOTE: Employees covered under Sub Rules 8.4, 8.5, 8.6 and 8.7 are not entitled to benefits provided to a probationary / permanent employee unless specifically provided in the letter of contract/ appointment/engagement.

Rule 9 APPOINTMENTS

- 9.1 All appointment of employees shall be made in writing by the Appointing Authority so notified for different classes of employees. The selection of candidates shall be made by the appropriate Selection Committee. The selected candidates may be offered employment by way of a letter of appointment/engagement.
- 9.2 Candidates selected for employment shall furnish the Joining Report in writing. He shall also furnish evidence of Date of Birth/Proof of Age by any one of the following:
 - a. Certified extract from Register of Births and Death
 - b. School Leaving Certificate / Matriculation Certificate
 - c. Any other documents acceptable to the Management.

The age of the employee verified with reference to any of the above shall be the sole evidence of the age of the employee for all purposes concerning his employment including retirement. The date of birth, once furnished and accepted by the management and entered in the Service Register shall be final and conclusive and under no circumstance the request for correction of the same will be entertained.

9.3 The Candidates selected for appointment shall also submit the self attested photo-copies of the following Certificate along with the originals for verification at the time of joining duty:

- 1. Qualification
- 2. Experience
- 3. Relieving letter from previous Employee if employed earlier
- 9.4 It shall be incumbent upon every employee to furnish correct and complete bio-data to the Appointment Authority in the required format. He shall promptly notify in writing any subsequent changes in the particulars of his bio-data. Any false information in the particulars furnished in the bio-data either at the time of appointment or subsequently shall render the appointment null and void.
- 9.5 During employment, the management may at any time require an employee to be examined by a Medical Officer of its hospital or Medical Examiner approved by the management. If on such examination, the employee is found suffering from any disease or complaint that is infectious or medically objectionable and detrimental to the healthy functioning of the institution or to the health of other employees, staff, officers or patients, the management may terminate his service.

Rule 10 SERVICE REGISTER

A service register shall be maintained for every permanent employee showing among other things, his permanent address, date of appointment, scale of pay on which he was appointed, increments given from time to time, leave availed of, transfers, promotions, suspensions, punishments, dismissal etc. The register/file shall be opened immediately after the employee reports for duty and to be up dated periodically

Rule 11 IDENTITY CARD / BADGE

Every employee shall be given an identity card/badge, appropriate to his classification and he shall wear it while on duty and show it to the person authorized by the Management as and when required. The said identity card/badge shall carry the photograph and signature. of the employee concerned. The identity card/badge shall be issued to the employees duly signed by the competent authority. If the employee loses the identity card/badge, issued to him the management shall provide him with another card/badge on payment of a requisite fee. When an employee ceases to be in employment, he shall surrender his identity card/badge to the management before his dues are settled.

Rule 12 ATTENDANCE

12.1 Every employee shall ordinarily be at work in his designated place/area during the time fixed and notified. He shall sign against his name in the attendance register or as per the system maintained either in the department or in a place decided by the Management. The attendance register may be substituted by biometric or any other device at the discretion of Management. The employee shall be present punctually at the specified time at his allotted place of work. If an employee does not report at his work place punctually, the word "late" will be entered by the Head of the department / management against his name. Forfeiture of a day's casual leave will be the penalty for every three days' late attendance. Habitual three days' late attendance or absence from the place of work without permission will entail in disciplinary action.

Absence without prior sanction or for absence without valid reason, shall not be sanctioned as 'leave on loss of pay' but will be treated as 'un authorized absence' and it will amount to break

in service and such days will not be considered as 'service' for the purpose of gratuity or otherwise

Rule 13 WORKING HOURS

- 13.1 The working hours will vary in different department/ units and establishments of the KLE Technological University. Employees may be required to work in split hours/ staggered hours with rest intervals and weekly off in the units of KLE Technological University as required.
- 13.2 Employees shall be required to attend to any emergency duties outside their regular hours of work and on Sundays and holidays, if required and if the exigencies of work so demand and such instructions shall be complied with. They are entitled for such work to compensatory "time off" at the discretion of the management.
- 13.3 Subject to provision of rules 13.1 and 13.2 above, all employees will be required to work 6 days a week. The number of hours they have to work per day, inclusive of rest interval/time for meals, but inclusive of not more than 15 minutes break, twice daily for tea/ coffee, will depend on the shifts. However it will not be less than 8 hours.
- 13.4 Employees on shift duty shall continue to be on duty until relieved by the employees of the next shift. The management at their discretion may transfer an employee from one shift to the other, as a routine or due to exigencies of work.

CHAPTER II EMPLOYMENT: TERMS AND CONDITIONS

Rule 14 RECRUITMENT / APPOINTMENT

- 14.1 Recruitment of employees shall be made by the Appointing Authority either directly or on the basis of the selection made by the Selection Committee setup for the purpose.
- 14.2 Recruitment of employees shall be made through any one of the following sources:

a) Direct recruitment by calling for applications through advertisement in the press and also by calling for the list of eligible candidates directly or Head of institutions.

- b) Promotions :
 - i. by seniority-cum-merit or
 - ii. by selection.
- c) By any other method as may be approved by the Appointing Authority.

Rule 15 PROBATION

- 15.1 All employees irrespective of the cadre shall be appointed on probation for a specified period mentioned in the appointment order at the time of initial appointment.
- 15.2 All appointments by promotion shall be on an officiating basis for a minimum period of not less than one year.
- 15.3 The probationary or officiating period may be reduced or extended by such period as the Appointing Authority deems fit at his discretion.
- 15.4 At the end of the prescribed or, as the case may be, the reduced or extended period of probation, the Appointing Authority shall consider the suitability of the probationer to hold the post to which he was appointed, and -
 - (a) If Appointing Authority decides that the probationer is suitable to hold the post to which he was appointed and has passed the special examinations or tests, if any,

required to be passed during the period of probation the Appointing Authority shall, as soon as possible, issue an order declaring the probationer to have satisfactorily completed his probation and such an order shall have effect from the date of the expiry of the prescribed, reduced or extended period of probation;

- (b) if the Appointing Authority decides that the probationer is not suitable to hold the post to which he was appointed or has not passed the special examinations or special tests, if any, required to be passed during the period of probation, the Appointing Authority shall, unless the period of probation is extended by order, discharge him from service.
- 15.5 A probationer shall not be considered to have satisfactorily completed the probation unless a specific order to that effect is passed. Any delay in the issue of an order to that effect shall not entitle the probationer to be deemed to have satisfactorily completed his probation.
- 15.6 The Rules 15.4 and 15.5 shall mutatis mutandis apply in case of officiating and in the event the officiating period is not satisfactorily completed, then the Appointing Authority shall revert the employee to the post which he held prior to promotion.

Rule 16 APPRAISALS / CONFIDENTIAL REPORT

Appraisal of the performance of every employee unless specified otherwise shall be carried out at the end of the 12 calendar months of completed service. This will normally be done by next senior person in hierarchy and reviewed by the Head of the Institution / Department, which may be accepted by the BOG. This report will be the basis for deciding annual increment, special increments, promotion or disciplinary action.

Rule 17 CONFIRMATION

17.1 An employee on probation will be confirmed in service if his performance during the probationary period is satisfactory.

Rule 18 INCREMENTS

- 18.1 An employee will be entitled to annual increment as per the scale after completing 12 months of reckonable service including the probationary period, provided that his performance and conduct are reported to be satisfactory as per Appraisal/Confidential Report.
- 18.2 Special increments may be granted in exceptional cases and outstanding performance during the service by the Management.
- 18.3 The annual increments may be withheld as a disciplinary measure by the management. The period for which the increment should be withheld will be decided by the competent authority.
- 18.4 Withholding of the increment for a particular period may be with or without cumulative effect. In case of cumulative effect, employee will not be entitled to get the increment so withheld in future years. In the case the increment is withheld for a particular period without cumulative effect, the employee concerned will be granted increment immediately after completion of the particular period.

Illustration: If an employee who is appointed on 01.06.2017 is given punishment of withholding the increment for three months and if no clause is added that it will have cumulative effect, the increment that is due on 01.06.2018 will be withheld for three months but the next increment which falls due on 01.06.2019 will be given to him with effect from 01.06.2019.

- 18.5 When an employee working in the lower cadre and scale of pay is promoted or appointed to a higher cadre and scale of pay, his increment will fall due after he completes one year of service in the higher scale of pay.
- 18.6 The increment due to an employee will be paid to him even if he is on leave on the due date, except in the case of leave on loss of pay.
- 18.7 The increment which accrues on a day other than the first day of a month shall be advanced to the first day of that month and subsequent increments will be regulated accordingly.

Rule 19 PROMOTION

- 19.1 Promotions will be regulated as per promotion policy. However, no promotion can be claimed as a matter of right. The Management is under no obligation to promote any one from one post to another even when an employee acquires the minimum qualifications required for the higher post and vacancy exists.
- 19.2 An employee who is under suspension or against whom disciplinary proceedings is in progress or likely to be initiated shall not be promoted until he is unconditionally reinstated or exonerated.

Rule 20 TRANSFERS

- 20.1 All employees are liable to be transferred / deputed from one Department to another and in future, one Institute / unit of KLE Technological University at the discretion of the Management.
- 20.2 All employees are liable for being shifted from one discipline, function, department, section, branch, station etc. as in 20.1, provided that the wages, grade, continuity of service and other conditions of service of the employee are not adversely affected by such transfer, except in case of transfer requested by an employee for his personal reasons and granted by the Management.

Rule 21 RETIREMENT

- 21.1 Every member of the teaching and the non-teaching staff of KLE Technological University and its associated institutions will retire from service on completing 58 years unless and otherwise age of retirement is specified in a particular Institution. On the basis of performance and the requirement, the retirement age of a teaching faculty may be extended up to 60 years by the Vice Chancellor. The management may re-employ a retired employee who is medically fit and whose services are considered necessary and beneficial to the institution on fixed term of contract.
- 21.2 In respect of an employee attaining the age of retirement on a day other than the first day of a month, he shall retire on the last day of that month.
- 21.3 A Permanent employee can seek voluntary retirement either after 25 years of qualifying service in KLE Technological University and its associated institutions. To avail this benefit the employee must give 3 months notice or 3 months pay in lieu thereof. However the management may not accept the voluntary retirement, if it finds that the services of employee are required. The management at its discretion may relax notice period of three months or part of it on the case-by-case basis.
- 21.4 The management is at liberty to retire any employee, without assigning reasons, any time after 25 years of service in KLE Technological University and its associated institutions or after 50 years of age, by giving 3 months notice or 3 months pay in lieu thereof. However, in certain cases the Management enjoys the right of retiring the employee any time if it finds that his services are no longer required for the institutions by giving 3 months notice.

NOTE :

In case where the date of retirement of an employee and the day/days preceding thereto are general holidays, the employee may be permitted to hand over charge at the close of working hours of the last working day before the date of such retirement and may be allowed duty pay for the holiday/s.

Rule 22 RESIGNATION / TERMINATION OF SERVICE

22.1 An employee desiring to resign, must give notice of resignation in writing to the Appointing Authority through the Head of the institution through proper channel. However, members of the teaching staff shall not ordinarily resign from their posts during the course of an academic year.

22.2 The following shall be the notice period for resignation.

a) A 'trainee' employee shall give at least one week's notice or salary in lieu of notice, if the training period is more than six months.

b) A 'probationary' employee shall give one month's (30 days) notice or salary in lieu of notice.

c) A Contract employee shall give one month's (30 days) notice or salary in lieu of notice.

d) A permanent employee shall give three month's (90 days) notice or salary in lieu of notice.

22.3 Till the resignation is submitted by an employee and is accepted by the management and relieving certificate / order is issued, he shall continue to be in service, unless any other instructions are given in writing by the management.

22.4 Resignation once submitted by an employee and accepted by the management cannot be withdrawn.

22.5 The shortfall in resignation notice given by a permanent employee, may be adjusted towards his balance of earned leave at this credit. However, it is left to the discretion of management.

22.6 The management may at its discretion relieve an employee at any time on receipt of notice and before expiry of the period for which the notice is given, waiving the balance notice period.

22.7 Upon the acceptance of resignation through communication by the Management to the employee concerned, he shall settle all his dues to institution, hand over documents, cash, equipments and other properties held in his custody and surrender/vacate the residential facility (if any) occupied by him and submit a No Due Certificate to that effect. The management reserves the right to recover all such outstanding amounts and value of the property of KLE Technological University and its associated institutions from amounts due to the employee or in any other manner as the management deems fit.

22.8 After completion of all the formalities as detailed in 22.7 and on the submission of no due certificate by the employee, relieving order will be issued.

22.9 If a Permanent employee remains unauthorized absent without leave or prior permission in writing continuously for 30 days, the management may give him a notice to report for duty within 30 days from the date of receipt of the notice, and to give satisfactory explanation for his absence. In case he fails to report for duty without valid explanations, he

shall be treated as having voluntarily abandoned service. This is without prejudice to the right of the management to take appropriate disciplinary action against the employee concerned for such absence.

CHAPTER III CONDUCT RULES

Rule 23 EMPLOYEES OBLIGATION

23.1 Every employee shall:

a) Abide by the rules, regulations and any other instructions that may be framed by the Management from time to time and which are in force to regulate the work conduct and behaviour of the employees.

b) Maintain at all times absolute dignity integrity and devotion to duty and loyalty to KLE Technological University / K.L.E. Society and shall do nothing that would or is likely to tarnish the image or reputation of KLE Technological University or adversely affect its interests.

c) Carry out duties and responsibilities assigned to his post and shall also carry out any other duties that may be assigned to him from time to time.

23.2 No employee shall:

a) use his position or influence directly or indirectly to secure employment for any person in any Institutions with which he has or had official dealings in connection with the business of KLE Technological University/ K.L.E. Society.

b) bring or attempt to bring any outside influence to bear upon the management to further his personal interest in KLE Technological University.

c) misuse the amenities provided for him by KLE Technological University to discharge his official duties.

d) accept any gifts, presents, gratis, payments or other favours from students, suppliers, contractors, dealers or anyone who could directly or indirectly influence/ damage/harm the business interests/goodwill or reputation of KLE Technological University.

e) disclose/divulge or use any confidential information gained in the course of his employment in KLE Technological University for personal gains/ profit or advantage for himself or any other person.

f) engage directly or indirectly in any trade or business or a vocation or undertake any other employment.

23.3 No employee shall:

a) propagate/indulge in communal or sectarian activity.

b) discriminate against person on the grounds of caste, creed, language, religion etc.

c) indulge in or encourage any form of malpractice.

e) indulge in private tuition.

23.4 No employee shall:

a) be a member of the K.L.E. Society, Belgaum or any educational society without the specific permission of the Management.

b) take part or canvas at the elections to the Nation; State and the K.L.E. Society, Belgaum etc.

c) be a member of the K.L.E. Society or any other political party.

In case he is already a member of the society or a political party, he ceases to be a member in case if he takes an employment in the K.L.E. Society.

In such an event, he shall also apply for cancellation of his membership before reporting for duties in K.L.E. Society.

Rule 24 PROPERTIES OF KLE Technological University

24.1 Every employee shall:

Take due care of the property, materials, instruments, equipments, machines, furniture, cash, etc. of KLE Technological University entrusted to his care and shall take all reasonable precautions to safeguard them against accident, damage, loss or pilferage. Where damage or loss is attributable to the mishandling or misuse, such an employee shall be liable for disciplinary action as may be deemed fit by the management. Besides, the management shall be entitled to recover the assigned/ assessed value of such breakage, damage or loss from the employee.

- 24.2 promptly report any occurrence or defect noticed which might endanger lives of persons in KLE Technological University /K.L.E. Society and might result in any damage to the property of KLE Technological University /K.L.E. Society and its institutions.
- 24.3 take appropriate precautions against hazards and shall make proper use of safety devices and preventive measures as prescribed and provided by the management.
- 24.4 see that the stock procurement and stocking of materials, etc. do not get out-dated. Periodical review shall be conducted to identify the materials nearing expiry date and the supervisor concerned / the management has to be appraised and appropriate action is to be taken in consultation with the management. Great care must be exercised to avoid unnecessary inventory holdings.

Rule 25 UNAUTHORISED POSSESSIONS OF GOODS, ETC.

An employee found in unauthorized possession of any goods, equipments, implements, articles, materials, etc. which are in use in KLE Technological University or kept in stock in KLE Technological University and are not normally carried by the person, will be deemed to have got into possession of such goods by improper means. The management may confiscate such goods and such unauthorized possession attracts disciplinary action as well as any other action as deemed fit by the management.

Rule 26 UNAUTHORISED PERSONS IN THE PREMISES

An employee who has been suspended, laid off, discharged, dismissed or has resigned or is not working for any reason, shall leave KLE Technological University premises forthwith unless required to stay back by the management. Such employee shall not enter KLE Technological University premises without permission.

Rule 27 POSSESSION / CONSUMPTION OF INTOXICATING DRINKS AND NARCOTICS

Employee shall not posses or be under the influence of intoxicating dinks/drugs while on duty.

Rule 28 PARTICIPATION IN POLITICS AND ELECTIONS

28.1 No employee shall

a) without prior permission in writing, by the management, be a member of or be otherwise associated with any political party or any organization which takes part in politics nor shall he take part in or subscribe in aid of or assist in any other manner any political movement or activity.

b) Without prior written permission from the management contest, canvas or otherwise interfere or use his influence with or take part or contest in any election to any legislature or local authority, beyond exercising his franchise.

Rule 29 DEMONSTRATION AND STRIKES

No employee shall organize or participate in any demonstration in the premises of KLE Technological University and associated institutions, which is prejudicial to the interests of KLE Technological University or public order, decency or morality or which involves defamation or contempt of Court. He shall also not resort to or in any way instigate, incite or abet any form of strike or stoppage of work.

Rule 30 CONNECTION WITH PRESS, RADIO AND TELEVISION

No employee shall, except with the prior permission of KLE Technological University or in the bonafide discharge of his duties, participate in the Radio/TV broadcast, give speech to public, or contribute any article or write any letter to any newspaper or periodical or publish any pamphlet anonymously or pseudonymously or in his own name, on a subject which may have a bearing on the affairs of KLE Technological University or detrimental to the image/interests of KLE Technological University.

Rule 31 CRITICISM OF MANAGEMENT

No employee shall criticize the management either in the press or over the radio or on any public platform, provided, however, that nothing in this rule shall apply to any statement made or views expressed by an employee in his official capacity or in the due performance of the duties assigned to him.

Rule 32 UNAUTHORISED COMMUNICATION OF INFORMATION

No employee shall, except in accordance with any general or special order of KLE Technological University or in the bonafide performance of the duties assigned to him, communicate directly or indirectly any official document or information to any employee or any other person.

Rule 33 UNAUTHORISED PUBLICATION OF OFFICIAL DOCUMENTS

No employee, while in service of KLE Technological University or after retirement, resignation, dismissal or discharge, shall make public, or publish any documents, papers or information which might have come into his possession in his official capacity, without obtaining prior written permission from KLE Technological University.

Rule 34 INVENTION AND PATENTS

No employee of KLE Technological University shall, without the prior consent of the Management, either during his service in KLE Technological University or thereafter, apply for patent or exclusive privilege under any stature, in respect of any invention/discovery made by him as a result of his service in KLE Technological University.

Rule 35 SEARCH

35.1 Employees are liable to be searched by persons authorized by the management at any time, and also while entering or leaving the premises of the KLE Technological University and its institutions. However, the women employees shall be searched by women only.

- 35.2 If necessary by law, Quarters, accommodation and such other facilities provided by the KLE Technological University are also liable to be searched in the presence of the employee concerned. Where the employee is absent or refuses to be present at the search, the search may be made in the presence of two witnesses.
- 35.3 KLE Technological University shall not be responsible in any way for any damages or loss caused to any personal property of any employee within the premises of KLE Technological University.
- 35.4 Employee shall deposit any lost and found/unclaimed articles in the premises of KLE Technological University with appropriate authority.

CHAPTER IV MISCONDUCT

Rule 36 INTERPRETATION

"Misconduct" shall mean an act of omission or commission, express or implied, custom or urge, whether specified herein or otherwise, either singly or in collaboration with others, whether amounting to a substantive act, abetment or connivance committed within the premises of KLE Technological University and associated institutions, if related to the maintenance of discipline or pertaining to the interest of the management or other employees or officers of the management. Any act of omission/commission/ indiscipline which affects the reputation or prestige of the Management shall amount to misconduct whether committed within or outside the premises of KLE Technological University and associated institutions or any act or conduct unbecoming of an employee of KLE Technological University and associated institutions.

Rule 37 ACTS OF MISCONDUCT

- 37.1 Acts of omission and commission on the part of employee of any of the Conduct Rules shall entail disciplinary action for misconduct.
- 37.2 Following is an illustrative of acts of omission and commission and any other action which may be construed as indiscipline or misconduct shall be treated as misconduct.

1. Willful insubordination or disobedience of any lawful and reasonable order of the superior.

2. Commission of any acts subversive of discipline or good behaviour.

3. Participation in any strike/demonstration, gherao and or any other kinds of agitation or abetting and inciting such agitational activities.

4. Theft, fraud, dishonesty, embezzlement, misappropriation in connection with work/property of KLE Technological University and associated institutions.

5. Willful damage to property or loss or damage to property owing to negligence or subversive or unethical practices.

6. Demanding or accepting or giving bribes or any illegal gratification whatsoever.

7. Absence without leave for more than seven consecutive days.

8. Habitual late attendance or habitually leaving work before time or absence from place of work.

9. Loitering while on duty and after duty in of KLE Technological University and associated institutions premises.

10. Negligence or neglect of work.

11. Accepting service for any consideration inside or outside the School/Institute/College/ Establishment or under any person without the approval of the Management.

12. Drunkenness, fighting, riotous, disorderly or indecent behaviour in of KLE Technological University and associated institutions premises and public places, affecting the reputation of KLE Technological University and associated institutions.

13. Giving false evidence or statement in any domestic enquiry held by of KLE Technological University and associated institutions or in a case conducted in a Court of Law in which of KLE Technological University and associated institutions is a party.

14. Travelling or carrying unauthorized passengers, materials in any of KLE Technological University and associated institutions vehicles without valid authority.

15. Collection or canvassing for collection of any money for any purpose within KLE Technological University and associated institutions premises without prior permission.

16. Smoking in the office or in any other place where smoking is specifically prohibited.

17. Sleeping while on duty.

18. Distribution or exhibiting inside of KLE Technological University and associated institutions hand-bills, pamphlets or posters without written prior permission of the management.

19. Attending or holding any unauthorised meeting within of KLE Technological University and associated institutions premises.

20. Unauthorised disclosure of information about the business or affairs of KLE Technological University and associated institutions.

21. Gambling or canvassing for sale of any commodities, chit funds, lottery tickets or coupons etc. within of KLE Technological University and associated institutions premises.

22. Conviction in any Court of Law for any criminal offence under Indian Penal Code.

23. Making false statements on matters germane to his employment in KLE Technological University and associated institutions or willful suppression of facts at the time of employment or during the course of service in KLE Technological University and associated institutions.

24. Threatening, intimidation, coercion, assaulting, quarreling with any person in the premises of KLE Technological University and associated institutions.

25. Use of foul or abusive language or misbehaviour with any officer, employee, student or visitors within of KLE Technological University and associated institutions premises.

26. Refusal to accept memorandum or charge sheet or any other communication issued by the superior or Disciplinary Authority.

27. Participation in any activity prejudicial to the interests of KLE Technological University and associated institutions.

28. Using of KLE Technological University and associated institutions facilities unauthorisedly for personal gains.

29. Not allowing of KLE Technological University and associated institutions employees/officers/ superiors either to enter or come out of the premises or causing ingress or egress of the material or equipments of KLE Technological University and associated institutions.

30. Forging the signature of another employee in the attendance register.

31. Tampering with any of the records of KLE Technological University and associated institutions.

32. Slow down in performance of work or instigating to slow-down or adopting work to rule practices.

33. Acts of immorality or involving moral turpitude within the premises of KLE Technological University and associated institutions or outside.

34. Unauthorised occupation/illegal or immoral use of KLE Technological University and associated institutions premises.

35. Not wearing specified uniform while on duty (if any).

36. Refusal to work beyond the stipulated period of work or work on holidays when specifically instructed to do so by the management.

37. Possession of unlicensed weapons, dangerous or illicit drugs.

38. Sexual harassment of co-employees, students, and or any other persons who would be involved with KLE Technological University and associated institutions including such unwelcome sexually determined behaviour (whether directly or by implication) such as:

- a) Physical contact and advances;
- b) A demand or request for sexual favours;
- c) Sexually coloured remarks;
- d) Showing pornography;
- e) Any other unwelcome physical, verbal or nonverbal conduct of sexual nature.

Rule 38 PROCEDURE FOR ENQUIRIES & PUNISHMENT

- 38.1 The Management shall be authorized to delegate the powers to any member of the management for the purpose of administering these service rules or for ordering an enquiry.
- 38.2 Any employee found to commit any act of misconduct/s shall be served with show cause notice, a charge sheet clearly stating the charges leveled against him. Such an employee shall be given an opportunity to explain and answer the charges leveled against him in an enquiry conducted by an Enquiry Officer duly appointed by the management for this purpose. The employee concerned shall be given an opportunity to lead evidence on the charges and produce documents and witnesses in support of his defense and cross-examine the witnesses on whose evidence the charges are based. No legal practitioner shall be allowed to appear on behalf of the employee. The statements of the management and the employee and the evidence lead by either side shall be recorded by the Enquiry Officer. If

the employee concerned fails to attend the enquiry, it shall be proceeded ex-parte. The Enquiry Officer shall submit his findings to the management based on the evidence recorded and documents produced during the enquiry.

Findings of the Enquiry Report be served on the charge sheeted employee and if the disciplinary authority does not agree with the Enquiry Report, which is favorable to the employee then the Disciplinary authority shall issue a notice to the charge sheeted employee.

- 38.3 An employee against whom misconduct is alleged may be suspended from duty pending enquiry. The order of suspension shall take effect immediately on its communication to the employee. An employee under suspension pending enquiry shall be eligible to a subsistence allowance. However, the subsistence allowance shall not be payable for the period of any adjournment or postponement of the enquiry expressly sought for by the employee and granted by the Enquiry Officer.
- 38.4 If, as a result of the enquiry, an employee is found not guilty of misconduct, he shall be entitled to receive the difference of the subsistence allowance paid if any and the emoluments he would have received had he not been suspended for the period of this suspension pending enquiry.
- 38.5 An employee found guilty of misconduct after domestic enquiry may be punished by imposition of one or more minor or major penalties.
- 38.6 While awarding punishment under these Service Rules, the management may take into account the gravity of the misconduct, the previous record of the employee, and any other extenuating or aggravating, circumstances that may exist. A copy of such order passed by the management shall be served on the employee concerned.

Rule 39 PENALTIES

Any of the following penalties may be imposed for good and sufficient reasons on an employee of KLE Technological University by the management.

- **39.1 Minor Penalties**
 - a) Written warning or caution
 - b) Censure
 - c) Withholding/stoppage of increment with or without cumulative effect.
 - d) Withholding of promotion

e) Recovery from pay the amount as may be due on account, of any pecuniary loss caused to KLE Technological University and associated institutions by negligence or breach of orders.

- f) Fines, not exceeding an amount equivalent to 7 days salary.
- 39.2 Major Penalties
 - a) Suspension without salary and allowance for a period up to 90 days.

b) Demotion to a lower grade or post or to a lower stage in the time scale of pay for a specified period at the discretion of the management.

- c) Reduction in rank.
- d) Discharge/removal/dismissal/compulsory retirement from service.

Rule 40 SUSPENSION PENDING ENQUIRY

- 40.1 Any officer empowered with such powers may place under suspension, pending enquiry, an employee of KLE Technological University and associated institutions who is alleged to have committed any acts of misconduct.
- 40.2 An employee of KLE Technological University and associated institutions who is detained in police custody whether on a criminal charge for a period exceeding forty eight hours shall be deemed to have been suspended with effect from the date of detention by an order of the Management or any other officer empowered by it and shall remain under suspension until further orders of revoking or continuing the order of suspension.
- 40.3 Every employee placed under suspension pending investigation or enquiry into complaint or charge of misconduct against him, shall be entitled to subsistence allowance at the rate of 50% of the pay which an employee was entitled to immediately preceding the date of such suspension.
- 40.4 *If on enquiry the employee is found guilty of the charges and one or more penalties are imposed, the employee shall be deemed to have been absent from duty during the period of suspension and shall not be entitled to any remuneration for such period. However, the subsistence allowance already paid to him will not be recovered. The period of suspension shall not count for any purpose. However, the Management may in deserving cases pass such orders as it deems fit.

CHAPTER V MISCELLANEOUS

Rule 41 UNIFORMS

- 41.1 Wherever it is desirable in the interest of service, the Management may prescribe a uniform, for any category of employees.
- 41.2 The Management reserves the right to decide as to the category or number of employees to be provided with uniforms, and this will not entitle the other categories of employees eight to claim uniform or allowance in lieu of uniform.
- 41.3 The management can, at its discretion, discontinue giving uniforms and the employees thus deprived off, shall have no claim against the management regarding the same. The type of uniform to be prescribed shall be at the discretion of the management. Once the management provides the uniform, it shall be the duty of the employees to wear the same while on duty.

Rule 42 ACCOMMODATION

There is no obligation on the part of the management to provide accommodation to the employees. Consequently no employee can claim accommodation as a matter of right. Accommodation may be provided to the employees at the decision of the management subject to availability of accommodation.

Rule 43 SERVICE CERTIFICATE

A service Certificate shall be valid only if it is issued and signed by the Appointing Authority or a person authorized to do so or head of the institution.

Rule 44 SERVING OF NOTICE

44.1 Every employee shall intimate the change of his postal address for communication to his Head of the Department/Office within 7 days of the change and also his leave address whenever he proceeds on leave.

44.2 Orders, notices and/or other service communications issued under these Rules will be communicated to the employee either in person when he is personally available or by post to the last known address of the employee. In case of necessity the Management may also serve the Order/Notice by publication in a local newspaper.

Rule 45 CONDONATION OF DELAY

For good and sufficient reasons, the authority competent to pass an order may, extend the time specified for anything required to be done or condone the delay.

Rule 46 INTERPRETATION

If any question/difference of opinion arises relating to the interpretation of these Rules, the decision of the Chairman of BOG is final.

CHAPTER VI GRATUITY

Rule 47 PAYMENT OF GRATUITY

As per the provisions made thereon by the KLE Technological University/ KLE Society.

CHAPTER VII PROVIDENT FUND

Rule 48 EMPLOYEES PROVIDENT FUND

As per the provisions made there on, by the KLE Technological University/ KLE Society.

HOLIDAYS AND LEAVE RULES APPLICABLE TO EMPLOYEES OF K.L.E. SOCIETY

1. HOLIDAY WEEKLY HOLIDAYS

1.1. Every employee shall be allowed one holiday per week, to be known as 'off day' without deduction of wages/salary.

FESTIVAL HOLIDAY

- 1.2 As per the State Government Notification.
- 1.3 Notwithstanding anything in sub clause 1.1 & 1.2 an employee may be required by the management to work on a holiday. However, he will be entitled to a substitute holiday which may be availed by him subsequently with prior approval.

2. LEAVE

The following general principles shall govern the grant of leave to the employees:

- 2.1 Leave cannot be claimed as a right.
- 2.2 Except in an emergency, leave must be applied for through proper channel in the prescribed form at least 7 days in advance.
- 2.3 Except where otherwise provided for, leave can be availed only after it has been sanctioned by a competent authority.
- 2.4 Depending upon exigencies of service, the competent authority, may:
 - a) refuse, postpone, revoke or reduce leave of any description,
 - b) recall any member of staff from leave before it is wholly availed,
 - c) permit an employee, if he so requests, to rejoin duty before expiry of the leave period
- 2.5 An employee shall not take up or accept any employment with or without remuneration during the period of leave.

2.6 Except in the case of Casual Leave, it is obligatory for every employee to furnish the leave sanctioning authority the Leave address with telephone number, if any, before proceeding on leave.

2.7 If an employee who is on leave, seeks extension thereof, he shall make an application in writing to the competent authority giving reasons. Such application shall be made sufficiently in advance so as to enable the office to process the application and communicate the decision to the Employee before expiry of the already sanctioned leave.

2.8 No leave or extension of leave shall be deemed to have been granted or extended unless it is sanctioned and communicated to the employee concerned.

2.9 Over-stay of the sanctioned leave shall be treated as leave without pay and will constitute break in service. However, before taking this action, the competent authority shall satisfy itself that sufficient reasons did not exist that prevented the employees from obtaining prior sanction.

2.10 Employees applying for leave on medical grounds should produce medical certificate from a doctor who is on the rolls of one of the associated hospitals of K.L.E. Society. Exceptions may be made where the competent authority is satisfied that the employee was

not in a position to get examined/treated by a doctor of the associated hospitals of K.L.E. Society.

2.11.1 The Medical Certificate issued by a private doctor may be subject to scrutiny by the designated doctor/panel of doctors named by the management.

2.11.2 In such an event leave will be granted only if it is approved by the designated Doctors/panel.

2.11.3 The designated Doctor/panel is empowered to make appropriate enquires and medical examination of the employees before giving its recommendations.

2.11.4 The decision of the designated person/panel shall be final.

2.11.5 An employee not submitting himself for medical examination shall be liable for disciplinary action.

2.11.6 An employee on leave on medical grounds shall produce a medical certificate of fitness while reporting for duty.

- 2.12. Employees are entitled to the following types of leave.
 - Casual Leave.
 - Earned Leave
 - Vacation Leave
 - Commuted Leave (Half Pay Leave only for non-teaching staff)
 - Maternity Leave- Study Leave
 - Sabbatical Leave
 - Overseas Assignment Leave

3. CASUAL LEAVE

- 3.1 An employee is entitled to 15 days of casual leave during the calendar year. Employee appointed during the course of the year shall be entitled to casual leave on prorata basis.
- 3.2 Casual Leave cannot be combined with any other leave.
- 3.3 Casual Leave not applied for or availed by the employee during the calendar year will automatically lapse after the expiry of calendar year.
- 3.4 Entitlement of causal leave is for the express purpose of meeting unforeseen and emergent situations. Hence casual leave will not be granted for more than 6 days at a time.

4. EARNED LEAVE

- 4.1 Non-teaching employee is entitled to 30 days and teaching employee is entitled to 10 days of earned leave for every completed year of service from the date of joining. Subsequent entitlement of earned leave will be in proportion to the length of service calculated on monthly basis.
- 4.2 An employee wishing to avail earned leave must apply for the same for a minimum period of 5 days at a time. Application should be made to the appropriate authority through proper channel at least 15 days in advance in the prescribed form.
- 4.3 Earned leave must be applied for the required period in to and not in piecemeal. Multiple applications or broken periods shall not be entertained.

5. ENCASHMENT OF EARNED LEAVE

- 5.1 Encashment of earned leave is at the discretion of management.
- 5.2 Encashment of leave (if granted) for less than 30 days is not permitted.
- 5.3 Application for encashment of earned leave should be made to the management through the proper channel at least 30 days in advance.
- 5.4 Encashment of the earned leave is admissible @ rate of $1/30^{th}$ of the total monthly emoluments for each day of the leave surrendered.
- 5.5 Earned leave shall stand reduced in the employees account and by the number of days that have been encashed.
- 5.6 An employee against whom any disciplinary proceedings are in progress or likely to be initiated, is not entitled to encashment of leave.

6. VACATION LEAVE

- 6.1 Vacation leave is admissible to teaching staff only.
- 6.2 Heads of the institution are not eligible for Vacation leave.
- 6.3 Any period of the institutional recess which exceeds 15 days in duration shall be treated as vacation.
- 6.4 Vacation leave will be admissible only if a person has put in minimum of six months of physical service in the vacation department provided that he has put in a minimum of 12 months service as stipulated in Rule 4.1 above.
- 6.5 A member of the staff holding an appointment, in non-vacation department will not be deemed to the employed in a vacation department even though he may hold an additional appointment there.
- 6.6 When an employee is transferred from a vacation work to a non-vacation work, his period of service in the former will be considered to have terminated with effect from the close of the last vacation of the department.
- 6.7 When an employee is transferred from a non-vacation work to a vacation work his period of service in the latter will be held to have commenced from the date of joining.
- 6.8 A member of the staff serving vacation shall normally be expected to avail himself of the vacation leave or a part thereof unless he has been required by general or special order of an appropriate authority to forego his vacation or a part thereof.
- 6.9 Vacation leave cannot be availed in parts except when exigencies of service so demand.
- 6.10 If a member of the staff working in the vacation department avails vacation leave, he should be on duty on the last working day before vacation leave and the first working day on re-opening. Otherwise the total period of absence will be treated as earned leave or in case no earned leave is due, by enforcing loss of pay.

7. COMMUTED LEAVE (HALF PAY LEAVE)

- 7.1 A non-teaching permanent employee is entitled to 20 days of half pay leave in respect of each completed year of service.
- 7.2 Half pay leave may be granted on medical grounds.
- 7.3 Half pay leave may be combined with earned leave provided that the employee has actually served for complete one year excluding all periods of absence if any.
- 7.4 Half the amount of half pay leave due to a permanent employee, may be commuted into full pay commuted leave under any special circumstances subject to the following conditions:

a) No commuted leave may be granted under this rule unless the authority competent to sanction leave has reason to believe that the employee will return to duty on its expiry.

b) When commuted leave is granted, twice the number of days of such leave shall be debited against the half pay leave due.

c) The maximum commuted leave that may be granted at a time shall be 120 full days.

7.5 If an employee on commuted leave resigns from service or is permitted to retire voluntarily without returning to duty, the commuted leave shall be treated as half pay leave and the difference between the leave salary in respect of commuted leave and half pay leave shall be recovered from his dues/benefits. However, no such recovery may be made if the retirement is by reason of ill-health, rendering the employee unfit for further service, or in the event of his death.

7.6 During half pay leave, half the salary drawn prior to proceeding on such leave will be admissible.

7.7 Half pay leave has to be availed of during service and cannot be encashed.

7.8 An employee wishing to avail Half pay leave must apply for the same for a minimum period of 5 days at a time.

8. MATERNITY LEAVE

- 8.1 Every married woman employee whether permanent or otherwise is entitled to maternity benefits provided she has worked for a period of not less than 80 days in twelve months immediately proceeding the day of her expected delivery.
- 8.2 Maternity benefit is granted up to two living children. Entitlement is based on number of living children and not on number of deliveries. A woman employee giving birth to twins in the first delivery, is not entitled for the maternity leave for second delivery. However, a woman employee with one living child from the first delivery is eligible for the maternity leave if she gives birth to twins in the second delivery.
- 8.3 The maximum period of entitlement for maternity leave shall be 90 days with full pay of which not more than 45 days shall proceed the date of expected delivery.
- 8.4 In case of a miscarriage or medical termination of pregnancy, a woman employee, on production or prescribed proof, shall be entitled to 45 days leave with pay immediately following the day of miscarriage or medical termination of pregnancy. This benefit can be availed only once in the entire service span of an employee. Maternity leave under 8.3 is not admissible in such cases.
- 8.5 A woman suffering from illness arising out of pregnancy or delivery or premature birth of child or miscarriage shall on production of medical certificate be entitled to additional one month leave with wages.
- 8.6 Leave of any other kind may be granted in continuation of maternity leave, if the request for its grant genuine and is supported by a medical certificate.

9. STUDY LEAVE

All matters pertaining to the cases of study leave shall be placed before the BOG meeting on case to case basis for approval and shall have the sanction of the management.

10. SHORT TERM FELLOWSHIP

Short Term Fellowship leave is to be used for visits to academic centers for research or teaching activities. This is completely at the discretion of BOG.

Leave is admissible subject to the following conditions.

- 10.1 The applicant has a minimum of three years of service.
- 10.2 Leave applied for does not exceed three months.
- 10.3 The applicant has the necessary leave accumulated in his account.

11. LONG TERM FELLOWSHIP LEAVE

Long Term Fellowship leave is to be utilized for obtaining advanced training, in specialized areas, which may or may not lead to a degree. This is completely at the discretion of BOG. Leave is admissible subject to following conditions:-

- 11.1 Applicant must have a minimum of five years' service in institutions
- 11.2 Normally Long Term Fellowship Leave up to two years will be allowed. However in special case, Long Term Fellowship leave may be granted up to four years in case he/she goes for higher studies to obtain any degree or diploma.
- 11.3 No pay or any other form of financial support will be available during Long Term Fellowship Leave.
- 11.4 A faculty member applying for Long Term Fellowship Leave will have to execute a 2 ¹/₂ (two & half) years service bond for every year of leave. The amount of bond will be equivalent to one-year emoluments.
- 11.5 The applicant shall also have to tender a bank guarantee for an amount of 3 months salary.
- 11.6 There must be a clear gap of five years between two spells of Long Term Fellowship Leave. Leave on loss of pay exceeding one month shall not be reckoned as service for this purpose.
- 11.7 The question of seniority in respect of employee proceeding on Long Term Fellowship Leave will be decided by the University keeping in view the nature of work and the teaching activities carried out by the faculty member during the fellowship period.

12. SABBATICAL LEAVE

Sabbatical Leave is to be utilized for the purpose of engaging in academic or professional pursuit at an institution of outstanding academic merits. This is completely at the discretion of BOG and is subject to the following conditions:

- 12.1 Only confirmed faculty member of the level of Professor/Associate Professor are be eligible for the leave.
- 12.2 Sabbatical Leave of one year will be permissible for any ten years of service as faculty in university
- 12.4 Only Basic pay will be paid during the period of leave.
- 12.5 Leave period will count for seniority.
- 12.6 Faculty desirous of availing this leave will have to furnish service bond of two and half years for every year of leave. The amount of bond will be equivalent to one year emoluments.
- 12.7 The applicant will also have to furnish a bank guarantee for an amount equal to 3 months.
- 12.8 Note more than one professor per department at a time will be permitted to go on Sabbatical Leave.

13. OVERSEAS ASSIGNMENT LEAVE

Overseas Assignment Leave has to be utilized for the purpose of an employment outside the country. The leave may be granted subject to the following conditions:-

- 13.1 Leave will be grated to all the faculty members irrespective of their designation.
- 13.2 Leave for one year will be admissible for ten years of service in university.
- 13.3 No pay or allowance are admissible during this leave and leave period will not reckoned for seniority.
- 13.4 Faculty desirous of availing this leave will have to furnish service bond for two years for every year of leave. The amount of bond will be equivalent to one year emoluments.
- 13.5 The applicant will also have to furnish a bank guarantee for an amount of 3 months salary.

14. LEAVE FOR EMPLOYEES ON FIXED TERM CONTRACT (FTC)

14.1 An employee on Fixed Term Contract will be entitled to leave benefits as per the terms and conditions of his contract.

15. MISCELLANEOUS

1. No leave other than casual leave shall be granted to an employee once notice of resignation is given by him.

2. In case an employee is given notice of termination of his services by the management, the employee will be permitted to avail whatever leave he is entitled to subject to the condition that such leave shall be restricted to the period of notice less than one day that the employee will be on duty in the last day of the notice of termination.

3. Where a weekly holiday or an authorized holiday immediately follows the period of leave on loss or pay or unauthorized absence such weekly holiday or authorized holiday will be included in the period of the leave on loss of pay or unauthorized and he will not be entitled to pay and allowance.

ANNEXURE – 2c

[Delegation of Financial Powers)]

Delegation of financial powers

The financial power delegated to the leadership team of the University is as shown below:

• Over and above budgeted allocation, the heads of the Schools / Departments / Cells have the following financial power

Head of the	Rs. 10,000	Remarks		
Department/Schools /		1. Consumables		
Cells		2. Small equipment		
		3. Maintenance of equipment		
		4. Hosting industry / academia experts		
		5. Buying Books		

• Over and above the allocated budget Deans have the following sanctioning power

Deans	Rs. 50,000	Remarks		
		1. Consumables		
		2. Office Maintenance		
		3. Projects / tasks under dean's		
		sanction (run by departments)		
		4. Hosting industry / academia experts		

• Over and above the allocated budget Vice Chancellor have the following sanctioning power

Vice- Chancellor	Rs. 10,00,000	Remarks		
		1. Construction activities		
		2. Campus maintenance		
		3. Department requirements –		
		Laboratory, research etc.,		
		4. Events		

ANNEXURE – 2d

[Conduct of Convocation and regarding installation of Medals and Prizes]

THE KLE TECHNOLOGICAL UNIVERSITY REGULATIONS GOVERNING CONVOCATIONS TO CONFER DEGREES AS PER THE UNIVERSITY STATUTES, 2015.

In exercise of the powers conferred by sub-clause iii of section 8 of the KLE Technological University Act, No 22 of 2013 under clause 8 (iii) and clause 29 of first statutes of KLE Technological University, 2015, the Executive Council hereby makes the following regulations, namely.

Title and commencement:

(1) These Regulations may be called the KLE Technological University regulations governing Convocations to confer degrees 2015.

(2) They shall come into force from the date of assent of the Chancellor.

Annual Convocation:

(i) A Convocation for conferring Degrees shall be held once in a year and at any other time as the Chancellor may direct on the recommendations of the Vice-Chancellor of the University.

(ii) The Registrar shall at least thirty days before the Annual Convocation, cause a Notification to be published in the newspapers and by affixing on the Notice Board in the office of the University and its website indicating the date of the convocation.

(iii) After the publication of general results of Degree Examinations held every year, the Controller of Examination shall prepare a list of candidates eligible to receive their degrees at the Annual convocation. A list of such candidates eligible for conferment of Degrees shall be presented at the Annual convocation and all the candidates shall be conferred Degrees.

(iv) Candidates included in the list mentioned in (iii) above shall be eligible to receive their Degrees either in person or in absentia.

(v) Admission to the Convocation shall be limited only to the candidates eligible for award of degree : Graduate, Post-Graduate degrees; Doctoral, Honorary Doctoral degrees; Gold and Silver Medalists and the Prize winners of the University. Honorary degrees shall be as recommended by the BOG and approved by Chancellor as per the regulations governing Award of Honorary degrees framed as per provisions of clause 25 of the KLE Technological University Statutes 2015.

Distribution of Degree certificates:

(i) The Certificates for Degrees shall be signed by the Vice-Chancellor.

(ii) Distribution of Degree Certificates to the persons referred in clause (iii) of this regulation shall be made either at the convocation or at any time after the Convocation.

Provided that only such candidates will be admitted to the convocation who have submitted their application in the prescribed form to the Controller of Examination with the prescribed fee so as to reach him not later than 5 days before the date fixed for the convocation.

(iii) Distribution of Degree Certificates to other graduates included in the list mentioned in this regulation 2 (iii) shall ordinarily be made by the respective School/ Departments from where they are graduated any day after the completion of convocation.

(iv) Others who have not taken the Degree Certificate in the manner noted above, may at any time after the Annual Convocation apply to the Controller of Examination in the prescribed form and they shall be issued Degree Certificates by post or by hand on payment of the prescribed fees.

(v) If University Examination are held between two Annual Convocations and in such examination students become eligible for conferment of degrees at Annual Convocation, the Controller of Examination is competent to issue Provisional Degree certificates declaring them to have passed such examinations. Such candidates will obtain conferment of degrees only at the next ensuing Annual Convocation.

(vi) Provisional Degree Certificates to such candidates will be issued only on an application made to the Controller of Examination by paying the prescribed fees.

(vii) Every candidate applying for the degree shall sign the following declaration in the application form:

"I hereby solemnly declare and promise that, if admitted to the degree of for which I have been recommended, I shall in my daily life and conversation, conduct myself, as befits a member of this University, that I shall, to the utmost of my capacity and opportunity, support the cause of morality and sound learning; and that, as far as in me lies, I shall uphold and advance the social order and the well-being of my fellowmen.

I shall faithfully and carefully fulfill the duties of the profession to which I may be admitted by virtue of my degree; that I shall on all occasions maintain its purity and reputation and I shall never deviate from the straight path of their honorable exercise by making my knowledge subservient to unworthy ends."

Convocation:

(i) The Visitor (His Excellency Governor of GoK) shall preside at any convocation and in the absence of the Visitor, Pro-Visitor (The Honorable Minister for Higher education, GoK). In absence of both Chancellor shall preside over the convocation.

(ii) Candidates attending the Convocation shall come in dress as specified in the instructions for the candidates and shall occupy their respective seats before the proceedings begin.

Preliminary meeting of the academic council and BOG.

There shall be a special meeting of the Academic Council and BOG, preliminary to the convocation at which the list of candidates recommended for admission to the several degrees shall be approved.

Convocation procession: The Visitor, Pro-Visitor, Chancellor, the Pro Chancellor, the Vice-Chancellor and members of the Academic Council and- Executive Council, BOG shall go in procession to the place where the convocation to be held along with Chief Guest and recipients of Honorary degrees, if any. The order of the procession will be as under:.

- I. Members of the Academic Council (In pairs)
- II. Executive Council (In pairs)
- III. The Registrar
- IV. Dean of Faculties
- V. Recipients of Honorary Degrees
- VI. Chief Guest invited to deliver convocation address
- VII. Pro- Vice Chancellors
- VIII. The Vice-Chancellor
- IX. Members of Board of Governors
- X. The Pro-Chancellor
- XI. The Chancellor
- XII. Mace-bearer
- XIII. Pro-Visitor
- XIV. Visitor

Candidates and others in the hall will remain standing until the Members form the procession take their seats.

Conferment of Degrees: After the members forming the procession have taken their places, the Chancellor will request the Visitor to declare the Convocation open in the following words. "His Excellency_____Governor of Karnataka, I have the honor to request you, Sir, to declare the Convocation open".

The Visitor will declare the Convocation open and say:

"I declare the Convocation of KLE Technological University open for the Academic year-----

The Dean of Academic Affairs or any person nominated by the Vice-Chancellor shall present the candidates to the Visitor for the award of degrees: "Sir,

I present the candidates whose names are set out in the list for the degrees of Engineering in the Branch of......They have been examined and found qualified for the respective degrees to which I pray they may be admitted."

All the candidates who belong to the several degrees under the different programs will rise from their seats and bow to the Visitor/Pro-visitor/Chancellor and then resume their seats.

At the conclusion of presentation of candidates, the Visitor/ Pro-visitor/Chancellor shall say to the candidates.

"By virtue of the authority vested in me as Visitor/ Pro-visitor/Chancellor of KLE Technological University, I admit all the candidates presented."

- **Convocation address**: An address suitable to the occasion will then be delivered by the chief Guest.
- **Conclusion:** The Visitor, His excellency, Govt of Karnataka, shall then dissolve the convocation. The Visitor, Pro-Visitor, the Chancellor, the Pro-Chancellor, the Vice-Chancellor, Pro Vice Chancellors and the members of the Academic Council and Executive council shall retire in procession and the order shall be reverse of the order earlier.
- However, notwithstanding what is stated here, the Vice-Chancellor may make suitable changes with the prior approval of the Chancellor in regard to the procedure to be followed at convocation when circumstances necessitate.
- **Special convocation:** Special convocation for conferring honorary degrees or other distinctions may be held on such date and time as the BOG may with the Chancellor's approval determine.

Approved by the Chancellor

ANNEXURE – 3

[Academic Council Recommended Broad Curriculum Framework for Various Academic Programs of the University] Broad curriculum frameworks proposed for Undergraduate and Postgraduate programs are as follows:

BE PROGRAM

The different programs shall consist of a number of courses and each course shall be assigned with credits, which is a measure of the weightage of the course.

The minimum number of credits that must be earned to be awarded the B.E. degree shall be 176 for regular students. For B.E. lateral entry students, the credits shall be 132.

	Number of Credits	Average number of Credits (Typical)
Humanities and Social Sciences (HSS)	9 – 15	10
Basic Sciences (BS)	20 - 30	26
Engineering Sciences(ES)	25 - 35	30
Professional Subjects (PS) Core	50 - 70	57
 Elective Courses Essential Programme Electives (EPE) Optional Programme Electives (OPE) Open Electives (OE) 	25 - 35	33
Project Work	15 – 25	20
Total	176 - 180	176

A typical Break down for BE degree Curriculum shall be as below

BARCH PROGRAM

The program shall consist of a number of courses and each course shall be assigned with credits, which is a measure of the weightage of the course.

The minimum number of credits that must be earned to be awarded the B. Arch degree shall be 220 for regular students.

A typical	Break	down	of B.	ARCH	program
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Subject Area	B. ARCH. Program		
	Number	Average number of Credits	

	of Credits	(Typical)
Professional Communication Subjects	10 - 15	12
Design Subjects	80 - 90	83
Construction Subjects	50 - 60	57
Professional Subjects	06 - 12	09
Thesis Project Work	10 - 20	15
Professional Training	40 - 50	44
Total	220 - 225	220

M.TECH PROGRAM

The program shall consist of a number of courses and each course shall be assigned with credits, which is a measure of the weightage of the course.

The minimum number of credits that must be earned to be awarded the M.Tech degree shall be 88 for regular students.

Subject Area	M.TECH. Program				
	Number of Credits	Average number of Credits (Typical)			
Professional Subjects (PSC) Core	40-50	45			
Professional Subjects (PSE) -Electives	8-16	12			
Industrial Training	1-2	2			
Seminars	1-2	1			
Project Work	25-30	28			
Others (specify if any)	0-4				
Total	88-90	88			

A typical Break down of M.TECH program

MCA PROGRAM

The different programs shall consist of a number of courses and each course shall be assigned with credits, which is a measure of the weightage of the course.

The minimum number of credits that must be earned to be awarded the MCA degree shall be 132 for regular students.

Subject Area	MCA Program					
	Number of Credits	Average number of Credits (Typical)				
Professional Subjects (PSC) Core	90-100	94				
Professional Subjects (PSE) -Electives	8-16	12				
Industrial Training						
Seminars						
Project Work	25-30	26				
Others (specify if any)	0-4	3*				
Total	132-135	132				

A typical Break down of MCA program

* Mandatory Non-credit course

MBA PROGRAM

The different programs shall consist of a number of courses and each course shall be assigned with credits, which is a measure of the weightage of the course.

The minimum number of credits that must be earned to be awarded the MBA degree shall be 88, for regular students.

A typical Break down of MBA program

Subject Area	MBA Program				
	Number of Credits	Average number of Credits (Typical)			
Professional Subjects (PSC) Core	40-60	50			
Professional Subjects (PSE) -Electives	25-30	27			
Industrial Training	4-8	6			

Seminars		
Project Work	3-6	4
Others (specify if any)	0-4	1
Total	88-90	88

ANNEXURE – 4

[Academic Council Recommended Schemes of Study and Syllabi of First Year for all the Programs Starting from 2015-16]

Electrical Science Stream

This stream comprises of Departments of Electrical Engg / Electronics & communication Engg /Computer Science and Engg.

No	Code	Course	Category	L-T-P	Credits	Contac	CIE	SEE	Total	Exam
						Hours				Duration
1	15EMAB	Analytical Geometry	BS	5-0-0	5	5	50	50	100	3 hrs
	101	and Calculus								
2	15EPHB1 01	Engineering Physics	BS	3-0-0	3	3	50	50	100	3 hrs
3	15ECVF1 01	Engineering Mechanics	ES	4-0-0	4	4	50	50	100	3 hrs
4	15EMEP1 01	Computer Aided Engineering Drawing	ES	0-0-3	3	6	80	20	100	3 hrs
5	15EEEF1 01	Basic Electrical Engineering	ES	3-0-0	3	3	50	50	100	3 hrs
6	15EHSP1 01	Social Innovation	HSS	0-1-1	2	3	50	50	100	1.5 hrs
7	15EPHP1 01	Engineering Physics Lab	BS	0-0-1	1	2	80	20	100	3 hrs
		Total		15-1-5	21	26				

Mechanical Science Stream

This stream comprises of Departments of Mechanical Engg / Civil Engg / Bo Technology / Automation and Robotics

No	Code	Course	Catego	L-T-P	Credits	Contac	CIE	SEE	Total	Exam
						Hours				Duration
1	15EMAB101	Analytical Geometry and	BS	5-0-0			50	50	100	3 hours
		Calculus			5	5				
2	15ECHB101	Engineering Chemistry	BS	3-0-0	3	3	50	50	100	3 hours
3	15ECSP101	Programming in C	ES	0-0-3	3	6	80	20	100	3 hours
4	15ECRP101	Engineering Exploration	ES	0-0-3	3	6	80	20	100	3 hours

5	15EECF101	Basic Electronics	ES	4-0-0	4	4	50	50	100	3 hours
6	15EMEF101	Basic Mechanical Engg.	ES	2-1-0	3	4	50	50	100	3 hours
7	15EHSH101	Professional Communication	HSS	1-1-0	2	3	50	50	100	1.5 hrs
		Total		16-1-6	23	31				

SECOND SEMESTER B E PROGRAM

Mechanical Science Stream

This stream comprises of Departments of Electrical Engg / Electronics & communication Engg /Computer Science and Engg.

No	Code	Course	Category	L-T-P	Credits	Contac Hours	CIE	SEE	Total	Exam Duration
1	15EMAB10 2	Multivariate calculus and differential equations	BS	5-0-0	5	5	50	50	100	3 hours
2	15EPHB102	Engineering Physics	BS	3-0-0	3	3	50	50	100	3 hours
3	15ECVF102	Engineering Mechanics	ES	4-0-0	4	4	50	50	100	3 hours
4	15EMEP10 1	Computer Aided Engineering Drawing	ES	0-0-3	3	6	80	20	100	3 hours
5	15EEEF102	Basic Electrical Engineering	ES	3-0-0	3	3	50	50	100	3 hours
6	15EHSP101	Social Innovation	HSS	0-1-1	2	3	50	50	100	1.5 hrs
7	15EPHP102	Engineering Physics Lab	BS	0-0-1	1	2	80	20	100	3 hours
		Total		15-1-5	21	26				

Electrical Science Stream

This stream comprises of Departments of Mechanical Engg / Civil Engg / Bo Technology / Automation and Robotics

N	Code	Course	Catego	L-T-P	Credit	Contac	CIE	SEE	Total	Exam
			у			Hours				Duratio
1	15EMAB1	Multivariate calculus and	BS	5-0-0			50	50	100	3 hrs
	02	differential equations			5	5				
2	15ECHB10	Engineering Chemistry	BS	3-0-0			50	50	100	3 hrs
	2				3	3				
3	15ECSP10	Programming in C	ES	0-0-3			80	20	100	3 hrs
	1				3	6				
4	15ECRP10	Engineering Exploration	ES	0-0-3	3	6	80	20	100	3 hrs

	1									
5	15EECF10 2	Basic Electronics	ES	4-0-0	4	4	50	50	100	3 hrs
6	15EMEF10 1	Basic Mechanical Engg.	ES	2-1-0	3	4	50	50	100	3 hrs
7	15EHSH10 1	Professional Communication	HSS	1-1-0	2	3	50	50	100	1.5 hrs
		Total		16-1-6	23	31				

Electrical Science Stream

This stream comprises of Departments of Electrical Engg / Electronics & communication Engg /Computer Science and Engg.

No	Code	Course	Category	L-T-P	Credits	Contac	CIE	SEE	Total	Exam
						Hours				Duration
1	15EMAB10	Analytical Geometry	BS	5-0-0	5	5	50	50	100	3 hrs
	1	and Calculus								
2	15EPHB101	Engineering Physics	BS	3-0-0	3	3	50	50	100	3 hrs
3	15ECVF101	Engineering Mechanics	ES	4-0-0	4	4	50	50	100	3 hrs
4	15EMEP10	Computer Aided	ES	0-0-3	3	6	80	20	100	3 hrs
	1	Engineering Drawing								
5	15EEEF101	Basic Electrical	ES	3-0-0	3	3	50	50	100	3 hrs
		Engineering								
6	15EHSP101	Social Innovation	HSS	0-1-1	2	3	50	50	100	1.5 hrs
7	15EPHP101	Engineering Physics	BS	0-0-1	1	2	80	20	100	3 hrs
		Lab								
		Total		15-1-5	21	26				

Mechanical Science Stream

This stream comprises of Departments of Mechanical Engg / Civil Engg / Bo Technology / Automation and Robotics

-										
No	Code	Course	Categor	L-T-P	Credits	Contac	CIE	SEE	Total	Exam
						Hours				Duratio
1	15EMAB101	Analytical Geometry and	BS	5-0-0			50	50	100	3 hours
		Calculus			5	5				
2	15ECHB101	Engineering Chemistry	BS	3-0-0	3	3	50	50	100	3 hours
					5	5				
3	15ECSP101	Programming in C	ES	0-0-3	3	6	80	20	100	3 hours
					-					ļ
4	15ECRP101	Engineering Exploration	ES	0-0-3	3	6	80	20	100	3 hours
									ļ	
5	15EECF101	Basic Electronics	ES	4-0-0	4	4	50	50	100	3 hours
									ļ	
6	15EMEF101	Basic Mechanical Engg.	ES	2-1-0	3	4	50	50	100	3 hours
7	15EHSH101	Professional	HSS	1-1-0			50	50	100	1.5 hrs
		Communication			2	3				
		Total		16-1-6	23	31				
					25	51				l

Electrical Science Stream Syllabi Content

Progr	am: UG						
Cours	se Title: Analytical Geom	etry and Calculus	Course Code: 15EMAB101				
L-T-P	2: 5-0-0	Credits: 05	Contact Hours: 60				
CIE N	/larks: 50	SEE Marks: 50	Total Marks: 100				
Teach	ing Hours: 05	Examination Duration: 3hrs					
		Unit I					
1.	Functions and Graphs		05 hours				
Trigonometric Functions, Exponential Functions and Logarithmic Functions							
2.	2. Limits and continuity						
	10 hours Limit of a funct	ion, Infinite limits- graph, Continu	ity and discontinuity,				
	Intermediate value theore	m statement, Roots of the equation	using Bisection Method and				
	Newton- Raphson Metho	d					
3.	Derivatives and applica	tions	10 hours				
	Definition and Interpretat	ion of derivates as a rate of change	e, All the rules of derivatives (List				
	only), Maxima, Minima	, What does f' and f'' say ab	out f , Curvature and Radius of				
	Curvature, Indeterminate	forms – L'Hospital's rule					
		Unit II					
4.	Infinite Series		10 hours				
	Definition, Convergence	of series, Tests of convergence – p	-series, comparison test, ratio test				
	Representation of a fun	ction as a power series, radiu	s of convergence, Taylor's and				
	Maclaurin's series, Appl	ications of Taylor's and Maclaurin	's series				
5.	Integral calculus		15 hours				
	Tracing of standard curv	ves in Cartesian form ,Parametric	form and Polar form; Beta and				
	gamma function, relation	n between them, evaluation of i	ntegrals using Beta and gamma				
	functions; Applications	to find arc length, Area, Volun	ne and surface area (Cartesian,				
	parametric and polar curves). Approximate integration- Trapezoidal rule, Simpson's 1/3 rule.						
		Unit III					
6.	Vectors and Geometry of	of space	(5+5) hours				
	(a) Three dimensional Co	ordinate system, Vectors in space,	position vector, Direction				
	cosines, Direction angles	and planes, angle between planes.					

(b) Equations of line, coplanar lines, skew lines, surfaces. Cylindrical and spherical coordinates, curves in 3-d spaces

Text Books

1. Early Transcendentals Calculus- James Stewart, Thomson Books, 5e 2007

Reference Books:

- 1. Calculus Single and Multivariable, Hughues- Hallett Gleason, Wiley India Ed, 4ed, 2009.
- 2. Calculus I, Jerrold Marsden and Alan Weinstein, Springer-Verlag, 2e, 1986.
- 3. Calculus II, Jerrold Marsden and Alan Weinstein, Springer-Verlag, 2e,1986.
- 4. Calculus III, Jerrold Marsden and Alan Weinstein, Springer-Verlag, 2e,1986.

FIRST SEMESTER B E PROGRAM

Electrical Science Stream Syllabi Content

Prog	gram : UG						
Cou	rse Code: 15EPHB101	Course Title:Engineerin	ng Physics				
L-T-	P-SS: 3-0-0-0	Credits:3	Contact Hrs: 40				
CIE Marks: 50 SEE Marks: 50		Total Marks: 100					
Teaching Hrs 3 Hrs Exam Duration 3 Hrs							
Unit I							
No	Content						
1	Chapter 1: Conduction in sem Atomic theory: The atom, elec Conduction in solids: Electron electron flow Conductors, semiconductors a bands in different materials. n-type and p-type Semiconduc Majority and minority charge ca density. Semiconductor conductivity: 1	iconductors tron orbits and energy level motion and hole transfer, c and insulators:Bonding for ctors:Doping, n-Type mater arriers, Effects of heat and 1 Drift current, diffusion curre	s, energy bands, onventional current and rce between atoms, Energy rial, p-Type material, ight, charge carrier ent, charge carrier	05 Hours			

	velocity, conductivity, Hall Effect.			
	(Text 1 Page No 1-33)			
	Chapter 2: Junctions			
	The pn-Junctions: Junction of p-Type and n-Type, Barrier voltage, depletion region,			
	Qualitative theory of p-n Junction			
	Biased junctions: Reverse biased junction, forward biased junction, junction			
	temperature effects.			
	Junction currents and voltages: Shockley equation, junction currents, junction			
	voltages.			
	p-n Junction Diode characteristics and parameters: Forward and reverse			
	characteristics, diode parameters.			
	Diode approximations: Ideal diode and practical diodes, piecewise linear			
2	characteristics, DC equivalent circuits.			
-	DC load line analysis: DC load line, Q-Point, calculating load resistance and supply			
	voltage.			
	Temperature Effects: Diode power dissipation, forward voltage drop, dynamic			
	resistance.			
	Diode AC models: Junction capacitance, AC-equivalent circuits (Reverse biased and			
	forward biased), reverse recovery time.			
	Diode specifications: Diode data sheets, low power diodes, rectifier diodes			
	Diode testing: Ohmmeter tests, use of digital meter, plotting diode characteristics.			
	Zener diodes: Junction break down, circuit symbols and packages, characteristics and parameters, data sheet, equivalent circuits			
	and parameters, data sheet, equivalent circuits.	Hours		
	(Text 1 Page No 54-71)			
	Chapter 3: Electrostatics			
	Review on vectors:			
	Coordinate Systems, Vector and Scalar Quantities, Properties of Vectors,			
	Components of a Vector and Unit Vectors			
	(Text 2 Page No 59-77)			
	Electric Fields:			
	Properties of Electric Charges, Charging Objects by Induction, Coulomb's Law,			
	Analysis Model: Particle in a Field (Electric), Electric Field of a Continuous Charge			
3	Distribution, Electric Field Lines Motion of a Charged Particle in a Uniform Electric			
	l i a l d			
	Gauss's Law:			
	Gauss's Law: Electric Flux, Gauss's Law, Application of Gauss's Law to Various Charge			
	Gauss's Law: Electric Flux, Gauss's Law, Application of Gauss's Law to Various Charge Distributions, Conductors in Electrostatic Equilibrium			
	Gauss's Law: Electric Flux, Gauss's Law, Application of Gauss's Law to Various Charge Distributions, Conductors in Electrostatic Equilibrium Electric Potential: Electric Potential and Potential Difference. Potential Difference in a Uniform Electric			
	Gauss's Law: Electric Flux, Gauss's Law, Application of Gauss's Law to Various Charge Distributions, Conductors in Electrostatic Equilibrium Electric Potential: Electric Potential and Potential Difference, Potential Difference in a Uniform Electric Field Electric Potential and Potential Energy Due to Point Charges. Obtaining the	15		
	Gauss's Law: Electric Flux, Gauss's Law, Application of Gauss's Law to Various Charge Distributions, Conductors in Electrostatic Equilibrium Electric Potential: Electric Potential and Potential Difference, Potential Difference in a Uniform Electric Field, Electric Potential and Potential Energy Due to Point Charges, Obtaining the Value of the Electric Field from the Electric Potential Due to	15 Hours		
	Gauss's Law: Electric Flux, Gauss's Law, Application of Gauss's Law to Various Charge Distributions, Conductors in Electrostatic Equilibrium Electric Potential: Electric Potential and Potential Difference, Potential Difference in a Uniform Electric Field, Electric Potential and Potential Energy Due to Point Charges, Obtaining the Value of the Electric Field from the Electric Potential, Electric Potential Due to Continuous Charge Distributions Electric Potential Due to a Charged Conductor	15 Hours		

	Applications of Electrostatics				
	Capacitance and Dielectrics:				
	Definition of Capacitance, Calculating Capacitance, Combinations of Capacitors,				
	Energy Stored in a Charged Capacitor, Capacitors with Dielectrics, Electric Dipole in				
	an Electric Field, An Atomic Description of Dielectrics				
	(Text 2 Page No 690-807)				
	Unit – III				
	Chapter 4: Electromagnetics				
	Magnetic Fields:				
	Analysis Model: Particle in a Field (Magnetic), Motion of a Charged Particle in a				
	Uniform Magnetic Field, Applications Involving Charged Particles Moving in a				
	Magnetic Field, Magnetic Force Acting on a Current-Carrying Conductor, Torque on				
	a Current Loop in a Uniform Magnetic Field,				
	Sources of the Magnetic Field:				
4	The Biot–Savart Law, The Magnetic Force Between Two Parallel Conductors,				
	Ampere's Law, The Magnetic Field of a Solenoid, Gauss's Law in Magnetism,				
	Magnetism in Matter				
	Faraday's Law:				
	Faraday's Law of Induction, Motional emf, Lenz's Law, Induced emf and Electric	10			
	Fields Generators and Motors, Eddy Currents	10			
	(Text 2 Page No 868-969)	Hours			
Text	Book:				
1	. David A Bell, "Electronics Devices and Circuits", Fifth Edition, Oxford University Pr	ress.			
2	2. Serway and Jewett, "Physics for Scientists and Engineers-with Modern Physics", 9 th	Edition,			
	CENGAGE learning. 2014				

References:

- 1. Jacob Millman and Christos Halkias, "Electronic Devices and Circuits" TMH
- 2. R P Feynman, Robert B Leighton , Matthew Sands, The Feynman Lectures on Physics Vol-II, Norosa Publishing House (1998).
- 3. Ben G Streetman, Solid State Electronic Devices, Prentice Hall, 1995

FIRST SEMESTER B E PROGRAM

Electrical Science Stream Syllabi Content

Program: UG

Course Code: 15ECVF101		Course Title: Enginee	ring Mechanics				
L-T-I	P-SS: 4-0-0-0	Credits:4	Contact Hrs: 50				
CIE	Marks: 50	SEE Marks: 50	Total Marks: 100				
Teacl	ning Hrs: 4		Exam Duration: 3 hours				
		Unit I	<u></u>				
No		Content		Hrs			
1	Chapter 1: Overview of Civil Engineering Evolution of Civil Engineering Specialization, scope and role. 1 hr Impact of Civil Engineering on National economy, environment and social & cultural fabric. 2 hr Challenges and Opportunities for Civil Engineers Civil Engineering Marvels, Future challenges, Higher education and Research. 1 hr						
2	Chapter 2: Coplanar cond Introduction to Engineerin Basic idealizations – Parti body, Definition of force an law of forces, Principle of laws of motion. Classification Resultant of coplanar con composition & Resolution of resultant of forces and reso of forces. Equilibrium of coplanar con Conditions of equilibrium, theorem. Numerical problem	current force system ng Mechanics: cle, Continuum, Body, d its elements; Laws of M transmissibility, Law of on of force systems ncurrent force system: of a force, Equilibrium, lution of a force. Numeri oncurrent force system Action & Reaction, Free ns on equilibrium of force	Rigid body, Deformable Acchanics – Parallelogram Superposition, Newton's 3 hrs Definitions – Resultant, Equilibrant, Formulae for ical problems on resultant 4 hrs : ee body diagram, Lamis' es. 5 hrs	12			
3	3 Chapter 3: Coplanar non-concurrent force system Resultant of a force system: Moment, moment of a force, couple, moment of a couple, Characteristics of couple, Equivalent force-couple system, Numerical problems on moment of forces and couples, on equivalent force- couple system. Varignons principle of moments, Resultant of coplanar- non- concurrent force systems and numerical problems. 5 hrs						
Unit II							
4	Chapter 4: Equilibrium o Conditions of equilibrium, t	f a force system (Chapte ypes of support and loadi	er 3 contd) ng for a statically	19			

	determinate beam, Reactions at support connections, Numerical problems on						
	equilibrium of force systems and support reactions for a statically determinate						
	beam. 5 hrs						
	Chapter 5: Static Friction						
	Introduction, types of friction, definition, limiting friction, coefficient of						
	friction, laws of Coulomb friction, angle of friction and angle of repose, cone of						
5	friction. Wedge and belt friction theory. Derivation of belt friction formula.						
	Numerical problems on, impending motion on horizontal and inclined planes						
	(including connected bodies); wedge friction; Ladder friction and Belt friction.						
	8 hrs						
	Chapter 6: Simple Stress and Strain						
	Introduction, Properties of Materials, Stress, Strain, Elasticity, Elastic limit,						
6	Hooke's law & Young's modulus, Stress – Strain Diagram for structural steel,						
0	working stress and Factor of safety. Deformation of a bar due to force acting on it. Law of super position. Stresses in bars of uniform & verying cross sections						
	Composite sections. Problems connected to above topics						
	6 hrs						
	Unit – III						
	Chapter 7: Centroid of Plane Figures						
	Introduction, Definition, Methods of determining the centroid, axis of reference,						
7	axis of symmetry, Locating the centroid of simple plane figures (triangle,						
	integration Numerical problems on Centroid of simple built up sections						
	5 hrs						
	Chapter 8: Second moment of area (Plane figures)	10					
	Introduction, Definition, Method of determining the second moment of area,						
	Section Modulus, Radius of gyration, perpendicular and Parallel axis theorems,						
8	Polar second moment of area, second moment of area of simple plane figures						
	(triangle, rectangle, semicircle, circle etc,.) using method of integration,						
	Numerical problems on MI of simple built up sections.						
	5 hrs						
Text	Book:						
1.	Beer, F.P. and Johnston, R., Mechanics for Engineers: Statics, McGraw Hill G	Company,					
~	New York, 1988.	T A					
2. Bhavikatti, S.S., and Rajasshekarappa K.G., <i>Engineering Mechanics</i> , 3Ed., New Age							
3	International Pub. Pvt. Ltd., New Deini, 2008. 3 Kumar K I Engingering Mechanics 3rd Tata McGraw Hill Publishing Company New						
5.	Delhi, 2003.	any, new					
4.	Punmia, B.C., Jain, A. and Jain, A., <i>Mechanics of Materials</i> , Lakshmi Publication Delhi, 2006	ons, New					
Refer	rences:						
1.	Jagadeesh, T.R. and Jayaram, Elements of Civil Engineering, Sapna Bool	k House,					

Bangalore, 2006.

- 2. Ramamrutham, S., *Engineering Mechanics*, Dhanpat Rai Publishing Co., New Delhi, 1998.
- 3. Singer, F.L., *Engineering Mechanics*, 3rd edition Harper Collins, 1994.
- 4. Timoshenko, S.P. and Young, D.H., *Engineering Mechanics*, 4th edition, McGraw Hill Publishing Company, New Delhi, 1956.
- 5. Irving H Shames, *Engineering Mechanics*, 3rd edition, Prentice-Hall of India Pvt. Ltd, New Delhi- 110 001, 1995.

Electrical Science Stream Syllabi Content

Course Code: 15EMEP101	Course Title: Computer Aided Engineering Drawing				
L-T-P-SS: 0-0-3	Credits: 3	Contact Hrs: 50			
CIE Marks: 80	SEE Marks: 20	Total Marks: 100			
Teaching Hrs: 6	Exam Duration: 3 hours				

	Contont						
I. NO	Content	Sessions					
01	Chapter 01: Introduction to engineering drawing and orthographic projections.						
	(Manual Drafting)						
	i) Introduction to engineering drawing – BIS conventions.						
	ii) Orthographic projections: first angle projection and third angle projection -						
	symbolic representation.						
	iii) Projections of points.						
	iv) Projections of lines inclined to both the planes and determination of true						
	length by rotating the view method (Problems on traces of a line and mid-point						
	problems are not included). However application problems are included.						
	v) Projection of planes: Planes parallel to one plane and perpendicular to other						
	plane or perpendicular to one plane and inclined to other plane (Iwo stage						
	vi) Projection of simple solids such as prisms pyramids cylinders cones and						
	snhere and their frustums in simple positions (Base parallel to or in one of the						
	three planes).						
02	Chapter 02: Development of lateral surfaces of solids. (MANUAL)	07					
	i) Development of lateral surface of prisms and cylinders (Either full or						
	truncated using parallel line development method)						
	ii) Development of lateral surface of pyramids and cones (Either full or						
	truncated or of their frustums using radial line development method)						
	iii) Development of lateral surfaces of spheres using both the methods and						

	development of transition pieces.	
03	Chapter 03: Conversion of pictorial views into orthographic projections using CAD software. Drawing orthographic projection of objects shown in pictorial views by first angle method of projection using CAD software. (2D drafting only)	06
04	Chapter 04: Isometric projection or view using CAD software. Drawing isometric projections or views of objects shown in orthographic projections using CAD software.	04

Text Books:

- 1. Text Book of Engineering Drawing by K R Gopalakrishna
- 2. Text Book of Engineering Drawing by N D Bhatt and V M Panchal

FIRST SEMESTER B E PROGRAM

Electrical Science Stream Syllabi Content

Program: UG		
Course Code: 15EEEF101	Course Title: Basic	Electrical Engineering
L-T-P-SS: 3-0-0	Credits:4	Contact Hrs: 50
CIE Marks: 50	SEE Marks: 50	Total Marks: 100
Teaching Hrs: 3		Exam Duration: 3 hours
	CONTENT	

Unit I

Chapter No. 1: Overview of Electrical Engineering	02 hrs		
Specialization, scope & role, impact of Electrical Engineering on national economy,			
environment, Sources of generation, sustainability, challenges and opportunities for electrical			
engineers, electrical engineering marvels, future challenges.			
Chapter No. 2 : D.C. Circuits	05 hrs		
Onm's law, Kirchnoff's laws, Analysis of series, parallel and series- parallel circuits excited			
by independent voltage sources, network analysis by Maxwell's circulating currents, constant			
current and voltage source, nodal analysis.			
Chapter No. 3 : Single phase AC Circuits	08 hrs		
Introduction to AC circuits and theory of generation of sinusoidal alternating voltage,			
concept of average and effective (rms) values, form factor, peak factor of sinusoidally			
varying voltage and current, phasor representation of alternating quantities, analysis with			
phasor diagrams of R, L, C, RL, RC and RLC circuits, power in an AC circuits, and simple			
numerical problems			
Unit II			
Chanter No. 4. Three Dhoge Systems			
Necessity and advantages of three phase systems generation of three phase emfs	7 hrs		
relationship between line and phase values of balanced star and delta connections, power in			
helanood three phase girauits, numerical problems			
Chapter No. 5: Electrical Wiring Safety and protection	ļ		
Service mains Meter hoard and distribution hoard types of wires and cables. Types of	8 hrs		
wiring Types of connectors and switches two and three way control of lamp control circuit			
in domestic installation			
Safety precautions and rules in handling electrical appliances Electric shock first aid for			
electrical shocks, importance of grounding and earthing methods for earthing Fuses MCB			
and Relays.			
Unit III			
Chapter No. 6 : Introduction to Electrical Machines	05 hrs		
Principles of DC Motors: PMDC Motor, stepper motor, single phase transformer, Three	05 nrs		
phase induction Motors, applications, Simple Numericals on transformers and three phase	1		
induction motors.			
Chapter No. 7: Illumination	05 hrs		
Types of lamps, fixtures and reflectors, Illumination schemes for domestic, industrial and	0.5 11 5		
commercial premises, lumen requirement for different categories	l		

Text Books:

- Hughes, Electrical & Electronic Technology, 8th edition, Pearson Education
 P C Sen, Principals of Electrical Machines and Power Electronics, 2nd edition, Wiley Publications
 Vincent Del Toro, Electrical Engineering Fundamentals, 2nd edition Prentice Hall India
- 4. Robert Helm, Illumination Engg for energy efficient luminous environments

Reference Books:

- 1. D C Kulshreshtha, Basic Electrical Engineering, Mc Graw Hill Publications
- 2. David G Alciatore and Michel B Histand, Introduciton to Mechatronics and Measurement Systems, 3rd edition 2005, Tata McGraw Hill Education Private Limited, New Delhi.

Electrical Science Stream Syllabi Content

Program: UG						
Course Code: 15EHSP101		Course Title: Social Innovation				
L-T-P-SS: 0-1-1		Credits:2	Credits:2 Contac		t Hrs: 40	
CIE Marks: 50		SEE Marks: 50		Total M	Total Marks: 100	
Teaching Hrs: 3				Exam D	Duration: 1.5 hours	
Module	Торі	CS	Assignm	ents	Tools	
KNOWLEDGE & TOOLS	 Induction Innovation Awakenin conscious Engineeri innovatio Site Visits Course Ov 	to Social : g social : ng& Social n ; verview	 Read the h on "The Pr Social Inno by Geoff M Submit rep field visit 	nandout rocess of ovation" Aulgan port on	 Special Lectures Field visit Review course objectives and syllabus through PPT Behavioral Blocks to Innovation Questionnaire Case review 	
	2. Social Inno and Leade	ovation rship	 Report on social inno created by engineers, innovators 	two ovations /social	 Video session & discussion on applications of engineering in social field 	
	3. Idea Gen	eration	 One page on idea ge about soci through lit and observ 	write up nerated al issues ceratures vation	 Literature survey Field visits 	
	4.Identifying I Issues & work formation	Local team	 One page literature Justificatio Campus activit 	report on review on ty	 Focused Group Discussions on local challenges observed & Idea pitching Experience sharing by senior students 	

5.Issues Based Solving Tree	I Problem •	Designing Issue Based Problem Solving Tree for issue identified	•	Case study
6. Project Proj	oosals	Present the project proposal	•	Case study Report template

	Course Code: 15EPHP101		C	Cour	se Title: Engineering Pl	hysio	cs lab	
	L-T-P: 0-0-1		Credits :	1	Сог	ntac	t Hrs: 02 Hrs/Week	
	7.Team Ai		nalysis	•	Carryout & present SWOT analysis for individual & the team	•	Case study/ Videos	
		8.Stakeho	.Stakeholder Analysis		Prepare & present stakeholder analysis for group project	•	Stakeholder engagement activit	y
		9. Innova Budgetin Fundraisi	ative g and ng	•	Preparing budget and fundraising report for group project	•	Presentation on fundraising techniq applied for the proj	ues ect
		10. Exper Sessions	iential	•	Brief write up	•	Special lecture	
	DEVELOPMENT 12. Inno Manage	11.Exper	iential Sessions	•	Brief write up	•	Special lecture	
		12. Innov Manager	rative Resource nent	•	Classroom Activity	•	Structure building games	
		13. Calcu Manager	lative Risk nent	•	Classroom Activity	•	Risk Management games	
	IT SESSIONS	14.Expos session 1	ure to IT Skills- and session 2	•	IT assignments	•	PPT Movie Maker Web Designing & Hosting Internet Basics	

CIE Marks: 80		SEE N	/larks: 20	Total Marks: 100			
Teaching Hrs: 24 Hrs				Examination Duration: 3 Hrs			
	Experiments						
1.	Study of Lissiajou	s figures using C	athode ray	/ Oscilloscope			
2.	Self inductance an	Self inductance and resistance of a coil					
3.	Hysteresis Loop for	or a ferromagneti	c material	(M-B curve)			
4.	Electromagnetic in	nduction					
5.	Magnetic field along the axis of a coil (Biot-Savart Law) Study of Hall effect (Lorentz Force)						
6.	Charging and discharging of a capacitor						
7.	Four probe method to determine the energy gap and electrical resitivity of given semiconductor material.						
8.	V-I characteristics of p-n junction diode						
9.	V-I characteristics	V-I characteristics of Zener diode					
10.	Rectifier circuits with and without filter (Half wave, Full wave &Bridge)						
11.	Zener diode as voltage regulator						
12.	V-I characteristics of BJT.						
13.	Resonance in LCF	R circuit					

Electrical Science Stream Syllabi Content

Note: Minimum Ten experiments have to be conducted

Mechanical Science Stream Syllabi Content

Program: UG						
Course	Title: Analytical geom	Course Code: 15EMAB101				
L-T-P: 5-0-0 Credits: 05			Contact Hours: 60			
CIE M	arks: 50	SEE Marks: 50	Total Marks: 100			
Teachin	ng Hours: 05	Examination Duration: 3hrs				
		Unit I				
1. 2. 3.	 Functions and Graphs 05 hours Trigonometric Functions, Exponential Functions and Logarithmic Functions Limits and continuity 10 hours Limit of a function, Infinite limits- graph, Continuity and discontinuity, Intermediate value 					
4.	Method 4. Derivatives and applications 10 hour Definition and Interpretation of derivates as a rate of change, All the rules of derivative (List only), Maxima, Minima, What does f' and f'' say about f , Curvature a					
		Unit II				
5.	5. Infinite Series 10 hours Definition, Convergence of series, Tests of convergence – p-series, comparison test, ratio test Representation of a function as a power series, radius of convergence, Taylor's and Maclaurin's series, Applications of Taylor's and Maclaurin's series					
6.	6. Integral calculus 15 hours Tracing of standard curves in Cartesian form ,Parametric form and Polar form; Beta and gamma function, relation between them, evaluation of integrals using Beta and gamma functions; Applications to find arc length, Area, Volume and surface area (Cartesian parametric and polar curves). Approximate integration- Trapezoidal rule, Simpson's 1/3 rule					
		Unit III				
7.	 7. Vectors and Geometry of space (5+5) hours (a) Three dimensional Coordinate system, Vectors in space, position vector, Direction cosines, Direction angles and planes, angle between planes. 					

(b) Equations of line, coplanar lines, skew lines, surfaces. Cylindrical and spherical coordinates, curves in 3-d spaces

Text Books

a. Early Transcendentals Calculus- James Stewart, Thomson Books, 5e 2007

Reference Books:

- Calculus Single and Multivariable, Hughues- Hallett Gleason, Wiley India Ed, 4ed, 2009.
- Calculus I, Jerrold Marsden and Alan Weinstein, Springer-Verlag, 2e, 1986.
- Calculus II, Jerrold Marsden and Alan Weinstein, Springer-Verlag, 2e,1986.
- Calculus III, Jerrold Marsden and Alan Weinstein, Springer-Verlag, 2e,1986.
SEMESTER B E PROGRAM

Mechanical Science Stream Syllabi Content

Program: UG					
Course Title: Engineering Chemist	ry	Course Code: 15ECHB101			
L-T-P: 3-0-0	Credits: 03	Contact Hours: 40			
CIE Marks: 50	SEE Marks: 50	Total Marks: 100			
Teaching Hours: 03	Examination Duration: 3hrs				

Unit-I

1. Pure substances

Properties of pure substance (Steam), two property rule, T-H diagram, formation of steam at constant pressure. Different states of steam: Wet steam-dryness fraction, determination by separating-throttling calorimeter, Dry saturated steam, Superheated steam, thermodynamic parameters of steam, steam table, numerical problems.

T-V, P-V & P-T diagrams of pure substance taking water as example. Triple point & critical point. Sub-cooled liquid, saturated liquid, mixture of saturated liquid & vapor, Saturated vapor & superheated vapor states.

2. Real and ideal gases

Properties of Real and Ideal gases. Vander Waal's equation - numericals, law of corresponding states, compressibility factor; compressibility chart. Ideal gas: equation of state, internal energy and enthalpy as functions of temperature only. Ideal gas mixture; Dalton's law of additive pressures, Amagat's law of additive volumes, evaluation of properties. Numerical problems.

05Hrs

08Hrs

3. Engineering Materials

Ferrous and Nonferrous metals – differences, Ferrous metal s – Iron, steel – types, properties and applications. Nonferrous metals – properties and applications of Cu, Al, Zn, Sn and Pb. Cement- properties and applications, mechanism of setting & hardening of cement. Lubricants- Classification, Mechanism of lubrication, Properties and applications.

03Hrs

4. Fuel Chemistry

Fuels, classification and determination of calorific value of a fuel (solid / liquid fuel by Bomb calorimeter), coal analysis- Numerical problems. Petroleum, cracking, reforming, mechanism of knocking in Petrol and Diesel engines, ON, CN.

5. Energy Storage and Conversion Systems

Electrode potential, Single electrode potential, Nernst equation, Types of electrodes, Reference electrodes – Calomel electrode, formation of a cell, Determination of electrode potential using calomel electrode.

Batteries: Classification, characteristics of batteries. Lead-acid, Li ion batteries.

Fuel cells: classification, advantages, Methanol-O₂ fuel cell.

Renewable energy sources- Power alcohol and biodiesel.

06Hrs

06Hrs

6. Surface Chemistry

Corrosion: Definition, Electrochemical theory of corrosion, types of corrosion, factors affecting corrosion, corrosion control – anodizing, galvanizing.

Metal Finishing: Technological importance of metal finishing, Electroplating, factors affecting nature of electrodeposit- Throwing power of bath solution. Electroless plating – advantages over electroplating, Chrome plating.

04Hrs

Unit – III

7. Polymers

Basic definitions. Mechanism of polymerization taking Ethylene as an example, commercial polymers - Plexi glass, polyurethane. PF resins. Adhesives – Epoxy resins. Polymer Composites.

04 Hrs

8. Environmental Chemistry:

Water: Sources of water, impurities in water, Sources, Causes and ill effects of water pollutants – fluoride and nitrate. Determination of total hardness of water sample. Numerical problems on hardness. Sewage: Determination of BOD & COD. Numerical problems on BOD & COD.

0Hrs

Unit – II

Text Books:

- 1. A text Book of Engineering Chemistry, 1st edition, Dara. S. S, S. Chand & Co. Ltd., 2009, New Delhi.
- 2. A text Book of Engineering Chemistry, 16th edition, Jain P.C and Jain M, Dhanpat Rai Publications, 2006, New Delhi.

Reference Books:

- 1. An introduction to Thermodynamics, Y V C Rao, Revised Edition, University Press.
- 2. David Linden, Thomas B Reddy, Hand book of batteries 3rd edition McGraw Hill publications, 2001.
- 3. Puri B. R., Sharma L.R. and Pathania M. S., Principles of Physical Chemistry, 33rd Edition, S Nagin Chand & Co.,1992.
- 4. Fontana M G, Corrosion Engineering, McGraw Hill Publications, 1986.
- 5. Billmeyer F W, Text Book of Polymer Science, John Wiley & Son's, 1994.
- 6. Principles of Polymer Chemistry- A. RavvePlelum Press, New York and London.
- 7. P.W.Atkins, Physical Chemistry, 6th edition, Oxford University Press, Oxford, 1998.
- 8. Callister William D, Materials Science and Engineering: An introduction, John Wiley and Sons 2007: 721 pages.

FIRST SEMESTER B E PROGRAM

Co	urse Code: 15ECSP101	Course Title: Programming in C				
L-T-	P: 0-0-3	Credits: 3 Contact Hrs.: 6				
CIE	Marks: 80	SEE Marks: 20	Total Marks	s: 100		
Teaching Hrs: 78		Exam Duration: 3 hrs	i			
No		Content		Sessions		
	Introduction to Problem	solving				
1	Introduction to algorithms	1				
	algorithms.					
-	Basics of C programmin					
	Characteristics and uses o	2.2.4				
2	Identifiers, Variables, Con	2, 3, 4				
	statements.					
	Functions					
	Introduction, Function de	Introduction, Function declaration, definition, call, returns statement, passing				
3	parameters to functions, in	ntroduction to macros.		5,0		
	Introduction to Coding Sta	andards				

	Decision control statements	
	Conditional branching statements: if statement, if else statement, else if ladder,	
4	switch statement, unconditional branching statements: break, continue.	7, 8, 9, 10
	Introduction to Debugging.	
	Introduction to Test Driven Programming.	
_	Iterative statements	11 10 12
5	while, do while, for, nested statements	11, 12, 13
	Arrays	
	Introduction, Declaration, Accessing elements, Storing values in arrays,	14 16 20 21 22
6	Operations on one dimensional array, Operations on two dimensional arrays.	14, 10, 20, 21, 22
	Introduction to Refactoring and Code Optimization.	
	Pointers	
	Introduction, declaring pointer, pointer variables, pointer expression and	17 10 10
7	arithmetic, passing arguments to functions using pointers, pointers and arrays,	17, 10, 19
	passing an array to a function.	
0	Strings	15
o	Introduction, String operations, Array of strings, pointer to strings.	10
0	Structures and Unions	23.24
9	Introduction, passing structures to functions, Unions, Array of structures.	23, 24
Text	Book:	
1	. R.G.Dromey, How to Solve it by Computer, 1ed, PHI, 2008.	
2	2. E Balaguruswamy, Programming in ANSI C,6 th edition, TMH, 2012.	
Refe	rence Books:	
	Reema I hareja, Computer Fundamentals and Programming in C, Oxford University	ty Publication,2012
2	2. B w Kernignan, D W Kitchie, The Programming language C, 2ed, PHI, 2004.	
	b. B S Gourriea, Programming with C, 2ed, 1 MH, 2000.	$CACELoomin \sim 2009$
	A. FOROUZARI, K.F. GHOEFE, A SURUCIUFED PROBABIL Approach Using C, 3ed, CENC	JAGE Learning, 2008.

5. Yashavant Kanetkar, Let Us C, 13ed, BPS Publication, 2013.

FIRST SEMESTER B E PROGRAM

Mechanical Science Stream Syllabi Content

ENGINEERING EXPLORATION

Course Code : 15ECRP101

Chapter No	Name	Sessions
1	Introduction to Engineering and Engineering Study	3 hrs
2	Role of Analysis in Engineering	3 hrs
3	Analysis Methodology	3 hrs
4	Data Analysis Graphing	6 hrs
5	Basics of Engineering Design	6 hrs
5	Multidisciplinary Nature of Engineering Design	6 hrs
6	Project Management	3 hrs
7	Sustainability in Engineering	3 hrs
8	Ethics	6 hrs
8	Modelling, Simulation, Data Acquisition & Analysis using Software Tool	12 hrs
9	Course Project focusing on Sustainability in Engineering	9 hrs

At the end of the course the student should be able to

- Define Engineering, explain it's role in the society and list major engineering disciplines.
- Summarise the role of an Engineer as a problem solver
- Identify multi-disciplinary approach required in solving an engineering problem
- Explain the process of engineering problem analysis.
- Explain engineering design process and apply / demonstrate it to build simple systems
- Identify ethical and sustainability issues involved in providing engineering solutions
- Explain basics of engineering project management
- Demonstrate modelling, simulation, data acquisition and analysis skills using a software tool.

Reference Books:

1. Engineering Fundamentals & Problem Solving by Arvid Eide, Roland Jenison, Larry Northup, Steven, McGrawHill Higher Education, 6th Edition (2011)

2. Engineering Exploration (Edited Book, 2008) by Pearson Publication

FIRST SEMESTER B E PROGRAM

Mechanical Science Stream Syllabi Content

C	ourse code: 15EECF101	Course Title: Basic Electronics			
L	-T-P: 4-0-0	Credits: 4	Contact Hrs.: 4		
С	IE Marks: 50	SEE Marks: 50 Total Marks: 100			
Т	eaching Hrs: 50	hing Hrs: 50 Exam Duration: 3 hrs			
1.	 Introduction to Mechatronics: Definition & overview of Mechatronics, Introduction to microprocessor based control. Mechatronics approach, examples of Mechatronics systems. Semiconductor Devices and Applications: PN junction diode, characteristics and parameters, diode approximations, Half wave rectifier, full wave bridge rectifier, full wave bridge rectifier capacitor filter, Zener diode, Voltage regulator design. BJT, Darlington Pair, JFET, MOSFET, UJT, SCR, Triac, IGBT. 			03 Hrs 10 Hrs	
3. Operational Amplifiers: Ideal op-amp characteristics, op-amp applications: Comparator, Inverting amplifier, Non inverting amplifier, Voltage follower, Integration, Differentiation, Adder, Subtractor and numerical as applicable.					

Unit – II

4.	Digital Logic: Digital Number system Binary & Hexadecimal number systems, Conversion, BCD Number system, Gray code, Data word representation, Binary Arithmetic, Boolean Algebra, Logic gates, Combinational & Sequential circuits, Adders, Flip-Flops, Registers, Counters, Multiplexer.	13 Hrs
5.	Sensors and Transducers : Introduction, Classification of sensors and transducers, Contact type – Mechanical switches, Non-contact type - proximity sensors & Hall sensors, principle of working of light sensors.	06 Hrs

Unit – III

6.	Signal Conditioning:	
	Analog & Digital signals, Digital to Analog Conversion, R-2R DAC, Analog to Digital	06 Hrs
	Conversion, SAR ADC, Data Acquisition.	

Text Book

- David G Alciatore, Michael B Histand, "Introduction to Mechatronics and Measurement Systems", TMH 3rd edition, 2007.
- 2. David A Bell, "Electronic devices and Circuits", PHI New Delhi, 2004.
- **3.** W.Bolton, "Mechatronics Electronic Control Systems in Mechanical and Electrical Engineering", 3rd edition Pearson Education, 2005.

References

- 1. N.P.Mahalik, "Mechatronics Principles, Concepts and Applications", Tata McGraw-Hill, 2011.
- 2. K.A Krishnamurthy and M.R.Raghuveer, "Electrical, Electronics and Computer Engineering for Scientist and Engineers", Second Edition New Age International Publishers, Wiley Eastern, 2001.
- 3. P. Malvino, "Electronic Principles" Sixth edition Tata McGraw Hill, 1999.
- 4. George Kennedy, "Electronic Communication Systems" Fourth Edition Tata McGraw Hill, 2000.
- 5. Morris Mano, "Digital logic and Computer design" 21st Indian print Prentice Hall India, 2000.
- 6. Floyd, "Digital fundamentals" Third Edition Prentice Hall India, 2001.
- 7. Boylestead Nashelsky, "Electronic devices & Circuit theory" Sixth Edition Prentice Hall India, 2000.
- 8. Ramakant Gayekawad "Operational Amplifiers & applications" 3rd Edition, PHI, 2000.

FIRST SEMESTER B E PROGRAM

Course Code: 15EMEC101	Course Title: Basic Mechanical Engineering				
L-T-P-SS: 2-1-0-0	Credits: 3	Contact Hrs: 4	ļ		
CIE Marks: 50	SEE Marks: 50	Total Marks: 1	.00		
Teaching Hrs: 2		Exam Duration: 3 hrs			
Content	Class Hrs	Tutorial Session(H rs)			
Unit - 1	T				
Chapter No. 1. Introduction to Mechanical Engin Definition of engineering, Mechanical Engineering Engineers?, Mechanical Engineers' top ten achiev Mechanical Engineering, Mechanical product Exam The main manufacturing sectors, The importance manufacturing sectors to the Indian economy.	5	1			

 Chapter No. 2. Manufacturing Engineering: Basics of Manufacturing: What is manufacturing?, Classification of manufacturing Processes, Scales of production. Advances in Manufacturing: CNC machines, Mechatronics and applications 	5	5
Unit - 2		
 Chapter No. 3. Design Engineering: Power Transmission Elements: Overview Design Application: Belt Drives. Types, Length of Belt. Velocity Ratio, Initial Tension. Ratio of Tensions. Power Transmitted, Numerical Problems. Gears. Spur Gear, Rack and Pinion, Worm Gear, Bevel Gear, Helical Gears. Speed, Torque, and Power in Gear pair. Simple and Compound Gear trains. Numerical Problems. Ball and Roller Bearings, Types, Applications. 	5	3
Chapter No. 4. Thermal Engineering 1: Prime movers: Steam, properties of steam, applications of steam-steam turbines. Internal Combustion Engines: Classification, IC engine parts, 2 stroke SI and CI engine, 4 Stroke SI and CI Engine, PV diagrams of Otto and Diesel cycles, Comparison of 2 stroke and 4 stroke engine, comparison of CI and SI engine, Problems on Engine Performance, Recent trends in IC engines.	7	2
Unit - 3		
Chapter No. 5. Thermal Engineering 2: Thermal Systems' Applications: Refrigeration system, Air conditioning system, Pumps, Blowers and Compressors and their working principle and specifications.	4	2

Text Book (List of books as mentioned in the approved syllabus)

- Jonathan Wickert and Kemper Lewis, An Introduction to Mechanical Engineering, Third Edition, 2013- Cengage Learning.4
- 2. K.R.Gopalkrishna, SudhirGopalkrishna, S.C. Sharma. A Text Book of Elements of Mechanical Engineering, 30th Edition, Oct 2010,–Subhash Publishers, Bangalore.
- 3. Ravi, C.M.Ramesha. A text book of Elements of Mechanical Engineering, First Edition, 2014, -Moonlight Publishers, Bangalore.

References

- 1. Course Material developed by the Department of Mechanical Engineering.
- 2. SKH Chowdhary, AKH Chowdhary, Nirjhar Roy, The Elements of Workshop Technology Vol I & II , 11th edition 2001, Media Promoters and Publishers.
- 3. Basic Manufacturing, Roger Timings, Third edition, Newnes, An imprint of Elsevier.
- 4. Basic Manufacturing, Roger Timings, Third edition, Newnes, An imprint of Elsevier

Cours	e Code: 15EHSH101	Course Title: Profess	e Title: Professional Communication			
L-T-P-	SS: 0-1-1	Credits: 2	Contact Hrs: 3 Hrs/week			
CIE N	larks; 50	SEE Marks: 50	Total Marks: 100			
Teach	ing Hrs: 42		Exam Duration: 90 min			
No		Content		Hrs		
1	Chapter 1. Linguistic data installa E Course Introduction, Exp of grammar in error detect	i tion : planation of template mix-up ion, Usage of tenses	os with correct usages & necessity	09 Hrs		
2	Chapter 2. Grammar & Vocabulary Vocabulary, Word Forma	r: ation and structural practic	:e.	08 Hrs		
3	Chapter 3. Bouncing Pr Definition and types of be	r actice : ouncing and its practice w	ith examples	03 Hrs		
4	Chapter 4.Rephrasing I Comprehension and Rephr	Practice: rasing, PNQ Paradigm		05 Hrs		
5	Chapter 5. Dialogues : Introduction of dialogues Interrogation, Question	, Construction of Dialogue	es with Exclamation, ssive Voice	04 Hrs		
6	Chapter 6. Business Co Covering letter, Construction	ommunication: on of paragraphs on any give	en general topic.	09 Hrs		
<i>Text I</i> 1 2 3	Book: References: . Collins Cobuild Advanced L . Raymond Murphy - Interm . Martin Hewings- Advanced	earner's English Dictionary ediate English Grammar, Car English Grammar, Cambridg	nbridge University Press ge University Press.			

Mechanical Science Stream

This stream comprises of Departments of Electrical Engg / Electronics & communication Engg /Computer Science and Engg.

No	Code	Course	Category	L-T-P	Credits	Contac Hours	CIE	SEE	Total	Exam Duration
1	15EMAB10 2	Multivariate calculus and differential equations	BS	5-0-0	5	5	50	50	100	3 hours
2	15EPHB102	Engineering Physics	BS	3-0-0	3	3	50	50	100	3 hours
3	15ECVF102	Engineering Mechanics	ES	4-0-0	4	4	50	50	100	3 hours
4	15EMEP10 1	Computer Aided Engineering Drawing	ES	0-0-3	3	6	80	20	100	3 hours
5	15EEEF102	Basic Electrical Engineering	ES	3-0-0	3	3	50	50	100	3 hours
6	15EHSP101	Social Innovation	HSS	0-1-1	2	3	50	50	100	1.5 hrs
7	15EPHP102	Engineering Physics Lab	BS	0-0-1	1	2	80	20	100	3 hours
		Total		15-1-5	21	26				

Electrical Science Stream

This stream comprises of Departments of Mechanical Engg / Civil Engg / Bo Technology / Automation and Robotics

No	Code	Course	Catego	L-T-P	Credi	Contac	CIE	SEE	Total	Exam
			У			Hours				Duratio
1	15EMAB1	Multivariate calculus and	BS	5-0-0			50	50	100	3 hrs
	02	differential equations			5	5				
2	15ECUD10	Engineering Chemistry	DC	200			50	50	100	2 hm
2	13EСПБ10 2	Engineering Chemisury	DO	3-0-0	3	3	50	30	100	5 111 8
	2				-	_				
3	15ECSP10	Programming in C	ES	0-0-3			80	20	100	3 hrs
	1				3	6				
4	15ECRP10	Engineering Exploration	ES	0-0-3	3	6	80	20	100	3 hrs

	1									
5	15EECF10 2	Basic Electronics	ES	4-0-0	4	4	50	50	100	3 hrs
6	15EMEF10 1	Basic Mechanical Engg.	ES	2-1-0	3	4	50	50	100	3 hrs
7	15EHSH10 1	Professional Communication	HSS	1-1-0	2	3	50	50	100	1.5 hrs
		Total		16-1-6	23	31				

Progr	am: UG				
Cours	e Title: Multivariate ca equations	Course Code: 15EMAB102			
L-T-P	2: 5-0-0	Credits: 05	Contact Hours: 60		
CIE N	Aarks: 50	SEE Marks: 50	Total Marks: 100		
Teach	ing Hours: 05	Examination Duration:	3hrs		
		Unit I			
1. Partial differentiation 12 hours Function of several variables, Partial derivatives, Level curves, Chain rule, Error and Approximations. Extreme value problems. Lagrange's multipliers. 13 2. Multiple integrals 13 hours Double integrals- Rectangular and polar coordinates, Change the order or 14 integration. Change of variables, Jacobian. Triple integrals- Cartesian, Cylindrical and Spherical coordinates Application of multiple integrals 14 Unit II 15					
3.	13 erivatives. Line and Surface integrals. reen's theorem, Divergence of vector kes theorem. 12				
	hours Introduction to	near and Bernoulli's equations, Exact			

equations and reducible to exact form, Applications of first order differential equations-Orthogonal trajectories, growth and decay problems, mixture problems, Electrical circuits, falling bodies. Approximate solution to Initial Value problems-Euler's method, Modified Euler's method and Runge-Kutta method.

Unit III

5. Differential equations of higher orders

hours (a) Linear differential equations of second and higher order with constant coefficients The method of Variation of parameters. Initial and boundary value problems. (b) Applications of second order differential equations-Newton's 2nd law, electrical circuits, Simple Harmonic motion. Series solution of differential equations. Validity of Series solution of Differential equations.

Text Books :

1. Early Transcendental Calculus- James Stewart, Thomson Books, 5e 2007

Reference Books:

- Calculus Single and Multivariable, Hughues-Hallett Gleason, Wiley India Ed, 4ed, 2009.
- 2. Calculus I, Jerrold Marsden and Alan Weinstein, Springer-Verlag, 2e, 1986.
- 3. Calculus II, Jerrold Marsden and Alan Weinstein, Springer-Verlag, 2e,1986.
- 4. Calculus III, Jerrold Marsden and Alan Weinstein, Springer-Verlag, 2e,1986.

FIRST SEMESTER B E PROGRAM

Mechanical Science Stream Syllabi Content

Course Code: 15EPHB102		Course Title: Engineering Physics			
L-T-P-S: 3-0-	0	Credits: 3	Contact Hrs: 03 Hrs/Week		
CIE Marks: 5	0	SEE Marks: 50	Total Marks: 100		
Teaching Hrs	40 Hrs	Exam Duration:3 Hrs			
Unit I					
Chapter 1	Concept of Motio	n - Kinematics in One Dir	nension	6 hours	
Introduction, Motion Diagrams, The Particle Model, Position Model, Linear Velocity and Acceleration, Uniform Motion, Instantaneous Velocity, Finding Position from Velocity, Motion					
	with Constant Acc	celeration, Free Fall Motion on an Inclined Plan,			

(5+5)

	Instantaneous Acceleration, Numericals.	
Chapter 2	Kinematics in Two Dimensions	6 hours
	Introduction to Vectors, Properties of vectors, Coordinate Systems and Vector Components, Vector Algebra.	
	Position, velocity and Acceleration vectors, Projectile Motion, Relative Motion, Uniform Circular Motion, Velocity and Acceleration in Uniform Circular Motion, Nonuniform Circular Motion and Angular Acceleration, Numericals.	
Chapter 3	Force and Motion	4 hours
	Concept of Force, Identifying Forces, A Virtual Experiment,	
	Newton's First Law, Newton's Second Law, Free-Body Diagrams, Applications.	
	Unit II	
Chapter 4	Dynamics I	5 hours
	Equilibrium using Newton's second Law, Friction, Drag,	
	Newton's Third Law, Analyzing Interacting Objects, Newton's Third Law, Applications.	
Chapter 5	Dynamics II	6 hours
	Motion in a plane, Dynamics in Two Dimension, Velocity and Acceleration in Uniform Circular Motion, Dynamics of Uniform Circular Motion, Fictitious Forces, Non-uniform Circular Motion, Numerical.	
Chapter 6	Impulse and Momentum	5 hours
	Momentum and Impulse, Problems, Conservation of Momentum, Inelastic Collisions, Explosion, Momentum in Two Dimension, Numericals.	
	UNIT III	
Chapter 7	Energy and Work	8 Hours
	Energy: Kinetic Energy and Gravitational Potential Energy, Restoring Forces, Hooke's Law, Elastic Potential Energy, Elastic Collisions, Energy Diagrams,	
	Work: Work and Kinetic Energy, Force, Work and Potential energy, Conservation of Energy, Power, Numericals.	

Text Book:

1. John W Jewett and Raymond A Serway, Physics for Scientists and Engineers with modern physics,, Cengage publication, India Edition, 8th Edition.

Reference:

- 1. Randall D Knight, Physics for Scientists and Engineers, Pearson publication, 2ndEdition.
- 2. Hans C Ohanian and John T Markert, Physics for Engineers and Scientists, W W Norton and Company, Volume 1, 3rd Edition

SECOND SEMESTER B E PROGRAM

Course Code: 15ECVF102		Course Title: Engineering Mechanics				
L-T-l	P-SS: 4-0-0	Credits: 4	Contact Hrs/Week: 4			
CIE	TE Marks: 50 SEE Marks: 50 Total Marks: 100					
Teac	Feaching Hrs: 50 Exam Duration: 3 hours					
		Unit I				
No	No Content					
	Chapter 1: Overview of Civil Engineering Evolution of Civil Engineering Specialization, scope and role.					
1	Impact of Civil Engineering on National economy, environment and social & cultural fabric. Challenges and Opportunities for Civil Engineers					
	Civil Engineering Marvels, Future challenges, Higher education and Research.					
	Chapter 2: Coplanar concurrent force system Introduction to Engineering Mechanics:					
2	Basic idealizations – Particle, Continuum, Body, Rigid body, Deformable					
law of forces, Principle of transmissibility, Law of Superposition, Newtor laws of motion. Classification of force systems 3						

	Resultant of coplanar concurrent force system: Definitions – Resultant, composition & Resolution of a force, Equilibrium, Equilibrant, Formulae for resultant of forces and resolution of a force. Numerical problems on resultant of forces.4 hrsEquilibrium of coplanar concurrent force system: Conditions of equilibrium, Action & Reaction, Free body diagram, Lamis' theorem. Numerical problems on equilibrium of forces.5 hrs	
3	Chapter 3: Coplanar non-concurrent force systemResultant of a force system: Moment, moment of a force, couple, momentof a couple, Characteristics of couple, Equivalent force-couple system,Numerical problems on moment of forces and couples, on equivalent force-couple system. Varignons principle of moments, Resultant of coplanar- non-concurrent force systems and numerical problems.5 hrs	05
	Unit II	
4	Chapter 4: Equilibrium of a force system (Chapter 3 contd)Conditions of equilibrium, types of support and loading for a staticallydeterminate beam, Reactions at support connections, Numerical problems onequilibrium of force systems and support reactions for a statically determinatebeam.5 hrs	
5	Chapter 5: Static Friction Introduction, types of friction, definition, limiting friction, coefficient of friction, laws of Coulomb friction, angle of friction and angle of repose, cone of friction. Wedge and belt friction theory. Derivation of belt friction formula. Numerical problems on, impending motion on horizontal and inclined planes (including connected bodies); wedge friction; Ladder friction and Belt friction. 8 hrs	18
6	Chapter 6: Centroid of Plane Figures Introduction, Definition, Methods of determining the centroid, axis of reference, axis of symmetry, Locating the centroid of simple plane figures (triangle, semicircle, quarter of a circle and sector of a circle etc,.) using method of integration, Numerical problems on Centroid of simple built up sections. 5 hrs	
	Unit – III	
7	Chapter 7: Second moment of area (Plane figures) Introduction, Definition, Method of determining the second moment of area, Section Modulus, Radius of gyration, perpendicular and Parallel axis theorems, Polar second moment of area, second moment of area of simple plane figures (triangle, rectangle, semicircle, circle etc,.) using method of integration, Numerical problems on MI of simple built up sections. 5 hrs .	11
8	 Chapter 8: Kinetics of a particle- Work, Power, Energy Introduction – Kinematics and Kinetics, Definitions – work, power and energy. Work done by a force (constant, gravitational and spring forces) in rectilinear motion. Numerical problems, Kinetic energy of a particle, principle of work and 	

energy. 6 hrs

Text Book:

- 1. Beer, F.P. and Johnston, R., Mechanics for Engineers: Statics, McGraw Hill Company, New York, 1988.
- 2. Bhavikatti, S.S., and Rajasshekarappa K.G., Engineering Mechanics, 3Ed., New Age International Pub. Pvt. Ltd., New Delhi, 2008.
- 3. *Kumar, K.L., Engineering Mechanics, 3ed., Tata McGraw Hill Publishing Company, New Delhi, 2003.*
- 4. Punmia, B.C., Jain, A. and Jain, A., Mechanics of Materials, Lakshmi Publications, New Delhi, 2006

References:

- 1. Jagadeesh, T.R. and Jayaram, *Elements of Civil Engineering*, Sapna Book House, Bangalore, 2006.
- 2. Ramamrutham, S., *Engineering Mechanics*, Dhanpat Rai Publishing Co., New Delhi, 1998.
- 3. Singer, F.L., *Engineering Mechanics*, 3rd edition Harper Collins, 1994.
- 4. Timoshenko, S.P. and Young, D.H., Engineering Mechanics, 4th edition, McGraw Hill Publishing Company, New Delhi, 1956.
- 5. Irving H Shames, Engineering Mechanics, 3rd edition, Prentice-Hall of India Pvt. Ltd, New Delhi- 110 001, 1995.

FIRST SEMESTER B E PROGRAM

Course Code: 15EMEP101	Course Title: Computer Aided Engineering Drawing			
L-T-P-SS: 0-0-3	Credits: 3	Contact Hrs/Week: 6		
CIE Marks: 80	SEE Marks: 20	Total Marks: 100		
Teaching Hrs: 50	Exam Duration: 3 l	hours		
l. No	Content	No. of Sessions		

01	Chapter 01: Introduction to engineering drawing and orthographic projections.	08
	(Manual Drafting)	
	 vii) Introduction to engineering drawing – BIS conventions. viii) Orthographic projections: first angle projection and third angle projection – symbolic representation. ix) Projections of points. x) Projections of lines inclined to both the planes and determination of true length by rotating the view method (Problems on traces of a line and mid-point problems are not included). However application problems are included. xi) Projection of planes: Planes parallel to one plane and perpendicular to other plane or perpendicular to one plane and inclined to other plane (Two stage problems). xii) Projection of simple solids such as prisms, pyramids, cylinders, cones and sphere and their frustums in simple positions (Base parallel to or in one of the three planes). 	
02	Chapter 02: Development of lateral surfaces of solids. (MANUAL)	07
	 iv) Development of lateral surface of prisms and cylinders (Either full or truncated using parallel line development method) v) Development of lateral surface of pyramids and cones (Either full or truncated or of their frustums using radial line development method) vi) Development of lateral surfaces of spheres using both the methods and development of transition pieces. 	
03	Chapter 03: Conversion of pictorial views into orthographic projections using CAD software. Drawing orthographic projection of objects shown in pictorial views by first angle method of projection using CAD software. (2D drafting only)	06
04	Chapter 04: Isometric projection or view using CAD software.	04
	Drawing isometric projections or views of objects shown in orthographic projections using CAD software.	

Text Books:

- 3. Text Book of Engineering Drawing by K R Gopalakrishna
- 4. Text Book of Engineering Drawing by N D Bhatt and V M Panchal

Course Code: 15EEEF102	Course Title: Basic	Course Title: Basic Electrical Engineering			
L-T-P-SS: 3-0-0	Credits: 3	Contact Hrs/Week: 3			
CIE Marks: 50	SEE Marks: 50	Total Marks: 100			
Teaching Hrs: 50	Exam Duration: 3 hours				

Unit I	
Chapter No. 1: Overview of Electrical Engineering Specialization, scope & role, impact of Electrical Engineering on national economy, environment, Sources of generation, sustainability, challenges and opportunities for electrical engineers, electrical engineering marvels, future challenges.	02 hrs
Chapter No. 2 : D.C. Circuits Ohm's law, Kirchhoff's laws, Analysis of series, parallel and series- parallel circuits excited by independent voltage sources, network analysis by Maxwell's circulating currents, constant current and voltage source, nodal analysis.	05 hrs
Chapter No. 3 : Sensors and Actuators Electrical resistance strain gauge, Measuring resistances with wheat stone bridge, temperature measurement, thermocouple, piezo electric accelerometer. Electromagnetic principles, Solenoids and relays, classification of Electric motors, DC motors(PMDC and Stepper motor), Characteristics and applications	08 hrs
Unit II	
Chapter No. 4: Single phase AC Circuits Introduction to AC circuits and theory of generation of sinusoidal alternating voltage, concept of average and effective (rms) values, form factor, peak factor of sinusoidally varying voltage and current, phasor representation of alternating quantities, analysis with phasor diagrams of R, L, C, RL, RC and RLC circuits, power in an AC circuits, and simple numerical problems	8 hrs
Chapter No. 5: Electrical Wiring and Illumination Service mains, Meter board and distribution board, types of wires and cables, Cleat, casing and capping and conduit wiring (concealed), Control circuit in domestic	7 hrs

installation. Types of lamps, fixtures and reflectors, Illumination schemes for domestic, industrial and commercial premises, lumen requirement for different categories	
Unit III	
Chapter No. 6: Three Phase Systems	5 hrs
Necessity and advantages of three phase systems, generation of three phase e.m.f.s,	
three phase induction motor, relationship between line and phase values of balanced	
star and delta connections, power in balanced three phase circuits, numerical	
problems	
Chapter No. 7: Safety and protection	5 hrs
Safety precautions and rules in handling electrical appliances, Electric shock, first	
aid for electrical shocks and hazards of laboratories, importance of grounding and	
earthing, methods for earthing, Fuses, MCB and Relays.	

Text Books

1. Hughes , Electrical & Electronic Technology, 8th edition, Pearson Education

2. David G Alciatore and Michel B Histand, Introduciton to Mechatronics and Measurement Systems, 3rd edition 2005, Tata McGraw Hill Education Private Limited, New Delhi.

SECOND SEMESTER B E PROGRAM

Program: UG					
Course Code: 15EHS	Course T	itle: Social In	novation		
L-T-P-SS: 0-1-1	Credits:2		Contact Hrs: 3 / week		
CIE Marks: 50		SEE Marks: 50 Total Ma		arks: 100 uration: 1.5 hours	
Teaching Hrs: 40		Exam D			
Module	Торі	CS	Assignm	nents	Tools
KNOWLEDGE & TOOLS	 4. Induction Innovatior Awakenir conscious Engineeri innovatio Site Visits Course O 	to Social n: ng social sness ing& Social n s verview	 Read the on "The P Social Inn by Geoff I Submit re field visit 	handout rocess of ovation" Mulgan port on	 Special Lectures Field visit Review course objectives and syllabus through PPT Behavioral Blocks to Innovation Questionnaire Case review

	5. Social Innovation and Leadership	 Report on two social innovations created by engineers/social innovators 	 Video session & discussion on applications of engineering in social field
	6. Idea Generation	 One page write up on idea generated about social issues through literatures and observation 	Literature surveyField visits
	4.Identifying Local Issues & work team formation	 One page report on literature review Justification Campus activity 	 Focused Group Discussions on local challenges observed & Idea pitching Experience sharing by senior students
	5.Issues Based Problem Solving Tree	 Designing Issue Based Problem Solving Tree for issue identified 	Case study
	6. Project Proposals	 Present the project proposal 	Case studyReport template
	7.Team Analysis	 Carryout & present SWOT analysis for individual & the team 	Case study/ Videos
	8.Stakeholder Analysis	 Prepare & present stakeholder analysis for group project 	 Stakeholder engagement activity
	9. Innovative Budgeting and Fundraising	 Preparing budget and fundraising report for group project 	 Presentation on fundraising techniques applied for the project
KNOWLEDGE & TOOLS			
	10. Experiential Sessions	Brief write up	Special lecture
DEVELOPMENT	11.Experiential Sessions12. Innovative ResourceManagement	Brief write upClassroom Activity	 Special lecture Structure building games

	13. Calculative Risk Management	•	Classroom Activity	•	Risk Management games
IT SESSIONS	14.Exposure to IT Skills- session 1 and session 2	•	IT assignments	•	PPT Movie Maker Web Designing & Hosting Internet Basics

Course Code: 15EPHP102		Course Title: Engineering Physics lab			SECOND
L-T-P-S	SS:0-0-1	Credits : 1		Contact Hrs: 02 Hrs/Week	BE
CIE M	arks: 80	SEE M	larks: 20	Total Marks: 100	PROGRAM
Teachi	ng Hrs: 24 Hrs			Examination Duration: 3 Hrs	Machanica
		Experin	nents		Science
1.	Young's Modulus by	Searle's metho	d		Stream
					Syllabi
2.	Thermal conductivity	y of a metal by	Forbes me	thod	<u>Content</u>
					-
3.	Calibration of a The	ermocouple			
1	Viscosity of liquid by	v Staka's math	ad		-
4.	viscosity of fiquid b	y Stoke's metho	Ju		
5.	Determination of M.	I of a Flywheel.			
		5			
6.	Compressibility of p	ure water by ult	rasonic me	ethod.	
					-
7.	Determination of the	rmal conductivi	ity of a bac	l conductor.	
0					-
8.	Calibration of a pres	sure guage.			
	1				1

9.	Photoelectric effect and estimation of Work function.
10.	Determination of Particle Size of a nano system.
11.	Measurement of dielectric constant.
12.	Verification of Stefan's T^4 law and estimation of errors.

Note: Minimum Ten experiments have to be conducted

SECOND SEMESTER B E PROGRAM

Program: UG			
Course Title: Multivariate calculus and di		culus and differential	Course Code: 15EMAB102
	equations		
L-T-P	: 5-0-0	Credits: 05	Contact Hours: 60
CIE N	1arks: 50	SEE Marks: 50	Total Marks: 100
Teach	ing Hours: 05	Examination Duration: 3hrs	
		Unit I	
6.	Partial differentiation		12
hours Function of several variables, Partial derivatives, Level curves, Chain rule, E		Level curves, Chain rule, Errors	
	and Approximat	ions. Extreme value problems. La	grange's multipliers.
7.	Multiple integrals	_	13
hours Double integrals- Rectangular and polar coordi		dinates, Change the order of	
integration. Change of variables, Jacobian. Triple integrals- Cartes		rals- Cartesian, Cylindrical and	
	Spherical coordinates A	pplication of multiple integrals	
		Unit II	
8.	Calculus of Vector Fie	lds	13
	hours Vector fields, G	radient and directional derivativ	es. Line and Surface integrals.
Independence of path and potential functions. Green's			theorem, Divergence of vector
	field, Divergence theorem, Curl of vector field. Stokes theorem.		
9.	9. Differential equations of first order 1		12
	hours Introduction to Initial Value problems. Linear and Bernoulli's equations, Exa		
	equations and reducible	to exact form, Applications of fi	irst order differential equations-
	Orthogonal trajectories	, growth and decay problems,	mixture problems, Electrical

circuits, falling bodies. Approximate solution to Initial Value problems-Euler's method, Modified Euler's method and Runge-Kutta method.

Unit III

10. Differential equations of higher orders

(5+5)

hours (a) Linear differential equations of second and higher order with constant coefficients The method of Variation of parameters. Initial and boundary value problems. (b) Applications of second order differential equations-Newton's 2nd law, electrical circuits, Simple Harmonic motion. Series solution of differential equations. Validity of Series solution of Differential equations.

Text Books :

1. Early Transcendental Calculus- James Stewart, Thomson Books, 5e 2007

Reference Books:

- 1. Calculus Single and Multivariable, Hughues-Hallett Gleason, Wiley India Ed, 4ed, 2009.
- 2. Calculus I, Jerrold Marsden and Alan Weinstein, Springer-Verlag, 2e, 1986.
- 3. Calculus II, Jerrold Marsden and Alan Weinstein, Springer-Verlag, 2e,1986.
- 4. Calculus III, Jerrold Marsden and Alan Weinstein, Springer-Verlag, 2e,1986.

Electrical Science Stream Syllabi Content

Program: UG		
Course Title: Engineering C	Chemistry	Course Code: 15ECHB102
L-T-P: 3-0-0	Credits: 03	Contact Hours: 40
CIE Marks: 50	SEE Marks: 50	Total Marks: 100
Teaching Hours: 03	Examination Duration: 3hrs	

Unit – I

1. Periodic Table and Chemical Bonding

Elements, ions, atoms and molecules. Periodic table, periodicity - variation of ionization energy, electron affinity and electro negativity in the periodic table. Carbon family, Chemical bonding – Ionic bond, Covalent bond, dipole moment, % of ionic character - numerical problems. Valence Bond theory, Molecular Orbital theory, Molecular Orbital diagram for Hydrogen and Helium molecules.

2. Electrochemical Energy Systems

Electrode potential, Nernst equation, formation of a cell; Reference electrodes – Calomel electrode, Determination of electrode potential, numerical problems on E, $E_{cell} \& E_{cell}^0$. Batteries: Classification, Characteristics, Lead - acid, Lithium ion battery. Fuel cells - CH₃OH-O₂ fuel cell.

06 hrs

04 hrs

3. Polymers

Basic definitions, polymerization - addition and condensation polymerization, mechanism of polymerization taking ethylene as an example. Determination of molecular weight of a polymer – numerical problems. Commercial polymers - Plexi glass, PS, polyurethane. Elastomers: advantages of synthetic rubber over natural rubber, neoprene and butyl rubbers. Adhesives – Epoxy resins and Phenol-Formaldehyde resins. Polymer Composites: carbon fiber, Kevlar, - structure, properties and applications, Fiberglass.

06 hrs

Unit – II

4. Plating Techniques

Technological importance. Electroplating, Factors affecting nature of electrodeposit, Numerical problems on Throwing power, plating process – Au. Electroless plating, advantages over electroplating, electroless plating process of Cu and its application in the manufacture of PCB.

5. Wafer Technology

Silicon – physical and chemical properties; purification of silicon by zone refining; crystal growth – preparation of single crystal silicon by Czhochralski crystal pulling technique – numerical problems; crystal slicing and wafer preparation.

Fabrication process: thermal oxidation, diffusion, ion implantation – numerical problems, epitaxial growth, masking and photolithography, wet etching, dry etching.

09 hrs

04 hrs

6. Material Chemistry

Thermoelectric, Insulating, and piezoelectric materials - Meaning, properties and applications.

Liquid Crystals – Types of liquid crystals, Liquid Crystal Display and applications; Phosphorescence and Fluorescence.

03 hrs

Unit – III

7. Instrumental methods of measurement

Advantages over conventional methods.

Electro analytical methods: Potentiometer - principle, methodology and applications.

Optoanalytical methods: Colorimeter - Principle, methodology and applications.

Spectral methods of analysis : UV – Spectrophotometer - Instrumentation and applications.

8. Environmental Chemistry:

Water: Sources of water, impurities in water, Sources, Causes and ill effects of water pollutants - fluoride

and nitrate. Determination of total hardness of water sample. Numerical problems on hardness.

Sewage: Determination of BOD & COD. Numerical problems on BOD & COD.

04 hrs

04 hrs

Text Books:

- 3. A text Book of Engineering Chemistry, 1st edition, Dara. S. S, S. Chand & Co. Ltd., 2009, New Delhi.
- 4. A text Book of Engineering Chemistry, 16th edition, Jain P.C and Jain M, Dhanpat Rai Publications, 2006, New Delhi.

Reference Books

- 1. Principles of Physical Chemistry, Puri B. R., Sharma L.R. and Pathania M. S., 33rd Edition, S Nagin Chand & Co., 1992.
- 2. David Linden, Thomas B Reddy, Hand book of batteries 3rd edition Mc Graw Hill publications, 2001.
- 3. Billmeyer F W, Text Book of Polymer Science, John Wiley & Son's, 1994.
- 4. Principles of Polymer Chemistry- A. RavvePlelum Press, New York and London.
- 5. Stevens, M.P. Polymer Chemistry: An introduction, Oxford University Press 1991: 551 pages.
- 6. ULSI Technology, C. Y. Chang & S. M. Sze, International Editions 1996, McGraw-Hill Series in Electrical and Computer Engineering.
- 7. Solid State Devices & Technology, V. Suresh Babu, Concise Edition 2005, Sanguine Technical Publishers, Bangalore
- 8. Callister William D, Materials Science and Engineering: An introduction, John Wiley and Sons 2007: 721 pages.
- 9. C. N. Banwell and E. M. Mccash, Fundamentals of Molecular Spectroscopy, Mc-Graw Hill International, UK, 1995.

Co	urse Code: 15ECSP101	Course Title: Programming in C		
L-T-	P: 0-0-3	Credits: 3	Contact Hrs.: 6	
CIE	Marks: 80	SEE Marks: 20	Total Marks: 100	
Teac	hing Hrs: 78	Exam Duration: 3 hrs	•	
No		Content		Sessions
1	Introduction to Problem	solving		1
	Introduction to algorithms	s and its notations, top down design, funda	mental algorithms.	-
	Basics of C programmin	g language		
2	Characteristics and uses o	f C, Structure of C program, C Tokens: Ke	ywords, Identifiers,	2, 3, 4
	Variables, Constants, Ope	rators, Data-types, Input and Output staten	nents.	
	Functions			
	Introduction, Function de	claration, definition, call, returns statement	t, passing parameters to	5.6
3	functions, introduction to	macros.		5,0
	Introduction to Coding Sta	andards		
	Decision control stateme	ents		
	Conditional branching sta	tements: if statement, if else statement, els	e if ladder, switch	
4	statement, unconditional b	pranching statements: break, continue.		7, 8, 9, 10
	Introduction to Debugging.			
	Introduction to Test Driven Programming.			
_	Iterative statements			11 13 12
5	while, do while, for, neste	d statements		11, 12, 13
	Arrays			
	Introduction, Declaration,	Accessing elements, Storing values in arra	ays, Operations on one	14 16 20
6	dimensional array, Operat	ions on two dimensional arrays.		14, 10, 20,
	Introduction to Refactorin	g and Code Optimization.		21, 22
	Pointers			
7	Introduction, declaring po	inter, pointer variables, pointer expression	and arithmetic, passing	17, 18, 19
	arguments to functions using pointers, pointers and arrays, passing an array to a function.			
6	Strings			15
8	8 Introduction, String operations, Array of strings, pointer to strings.			15
9	Structures and Unions			23, 24

	Introduction, passing structures to functions, Unions, Array of structures.	
Text	Book:	
3	3. R.G.Dromey, How to Solve it by Computer, 1ed, PHI, 2008.	
4	4. E Balaguruswamy, Programming in ANSI C,6 th edition, TMH, 2012.	
Refe	erence Books:	
ϵ	6. ReemaThareja, Computer Fundamentals and Programming in C, Oxford University Publication, 2012	
7	7. B W Kernighan, D M Ritchie, The Programming language C, 2ed, PHI, 2004.	
8	8. B S Gottfried, Programming with C, 2ed, TMH, 2006.	

9. B.A. Forouzan, R.F.Gilberg, A Structured Progam. Approach Using C, 3ed, CENGAGE Learning, 2008.

10. Yashavant Kanetkar, Let Us C, 13ed, BPS Publication, 2013.

Electrical Science Stream Syllabi Content

ENGINEERING EXPLORATION

Course Code : 15ECRP101

Chapter No	Name	Sessions
1	Introduction to Engineering and Engineering Study	3 hrs
2	Role of Analysis in Engineering	3 hrs
3	Analysis Methodology	3 hrs
4	Data Analysis Graphing	6 hrs
-	Basics of Engineering Design	6 hrs
5	Multidisciplinary Nature of Engineering Design	6 hrs
6	Project Management	3 hrs
7	Sustainability in Engineering	3 hrs
8	Ethics	6 hrs
8	Modelling, Simulation, Data Acquisition & Analysis using Software Tool	12 hrs
9	Course Project focusing on Sustainability in Engineering	9 hrs

At the end of the course the student should be able to

- Define Engineering, explain it's role in the society and list major engineering disciplines.
- Summarise the role of an Engineer as a problem solver
- Identify multi-disciplinary approach required in solving an engineering problem
- Explain the process of engineering problem analysis.
- Explain engineering design process and apply / demonstrate it to build simple systems
- Identify ethical and sustainability issues involved in providing engineering solutions
- Explain basics of engineering project management

• Demonstrate modelling, simulation, data acquisition and analysis skills using a software tool.

Reference Books:

1. Engineering Fundamentals & Problem Solving by Arvid Eide, Roland Jenison, Larry Northup, Steven, McGrawHill Higher Education, 6th Edition (2011)

2. Engineering Exploration (Edited Book, 2008) by Pearson Publication

Course Code: 15EECF102	Course Title: Basic Electronics	
L-T-P: 0-0-3	Credits: 3	Contact Hrs.: 6
CIE Marks: 80	SEE Marks: 20	Total Marks: 100
Teaching Hrs: 78	Exam Duration: 3 hrs	

	<u>Unit - I</u>	
1.	Trends in Electronic Industries: Introduction, Roadmap of electronic sector, scope and opportunities in various segments of electronics (i.e., Consumer, Telecom, IT, Defense, Industrial, Medical and Automobiles), Government and private sectors, Growth profile of Electronic industries, Standards and Policies, Electronic System Components.	3 hours
2.	Basic components, devices and Applications: Diode: PN junction characteristics; forward conduction, reverse breakdown, temperature dependence, modeling as a circuit element, approximations. AC to DC converter: Half wave and full wave rectifier (centre tap and bridge), capacitor filter and its approximate analysis, numerical examples as applicable. Zener diode and its applications (Voltage reference and voltage regulator). Common anode and common cathode connections, Simple logic gates : AND, OR	11 hours
3.	Transistor: BJT, transistor voltages and currents, Signal amplifier (Fixed bias, CE configuration). DC load line. Voltage, current and power gains. Transistor as a switch: NOT Gate, Basic (DTL) NAND gate	6 hours
	<u>Unit-II</u>	
4.	Digital Logic: Number systems: Decimal, Binary, Octal and Hexadecimal number systems, Conversions, Addition and subtraction in binary number systems. Logic gates: Realization of simple logic functions using basic gates (AND, OR, NOT), Realization using universal gates (NAND, NOR). Boolean algebra: Theorems and postulates, DeMorgan's Theorems, simplification of logical expressions, Design of Half Adder and Full Adder, Parallel Adder using full adders.	10 Hrs
5.	Operational Amplifier: OPAMP characteristics (ideal and practical). Concept of positive and negative feedback (At zero frequency). Linear and non-linear applications: Inverting amplifier, Non inverting amplifier, Voltage follower, Integration, Differentiation, Adder, Subtractor, ZCD and Comparator.	8 hours

<u>Unit-III</u>	
 Communication Systems: Basic block diagram of communication system, concept of multiplexing, modulation. Different modulation techniques: AM, FM, their comparison 	6 hours
 Receivers & CRO: Super heterodyne receivers (block schematic) Block diagram of CRO, Block diagram of CRT, measurement of amplitude, frequency and phase of a given signal. 	6 hours

Text Books:

- David A Bell, "Electronic devices and Circuits", PHI New Delhi, 2004.
- K.A Krishnamurthy and M.R.Raghuveer, "Electrical, Electronics and Computer Engineering for Scientist and Engineers", Second Edition New Age International Publishers, Wiley Eastern, 2001.
- A. P. Malvino, "Electronic Principles" Sixth edition Tata McGraw Hill, 1999.

Reference Books:

- George Kennedy, "Electronic Communication Systems" Fourth Edition Tata McGraw Hill, 2000.
- Morris Mano, "Digital logic and Computer design" 21st Indian print Prentice HallIndia, 2000.
- Floyd, "Digital fundamentals" Third Edition Prentice HallIndia, 2001.
- BoylesteadNashelsky, "Electronic devices & Circuit theory" Sixth Edition Prentice HallIndia, 2000.
- RamakantGaikawad "Operational Amplifiers & applications" 3rd Edition, PHI, 2000.

Electrical Science Stream Syllabi Content

Course Content

			• •		
Course Code: 15EMEC101	Course Litle:Basic Mecha	nical Eng	nical Engineering		
L-T-P-SS: 2-1-0-0	Credits: 3	Contact	Contact Hrs: 4		
CIE Marks: 50	SEE Marks: 50	Total M	arks: 100		
Teaching Hrs: 2		Exam D	am Duration: 3 hrs		
Content			Class Hrs	Tutorial Session(Hr s)	
Unit - 1			ſ		
Chapter No. 1. Introduction to Mechanical Engineering: Definition of engineering, Mechanical Engineering, Who are Mechanical Engineers?, Mechanical Engineers' top ten achievements, Branches of Mechanical Engineering, Mechanical product Example: Pressure Cooker, The main manufacturing sectors, The importance of the main manufacturing sectors to the Indian economy.			5	1	
Chapter No. 2. Manufacturing Engineering: Basics of Manufacturing: What is manufacturing?, Classification of manufacturing Processes, Scales of production. Advances in Manufacturing: CNC machines, Mechatronics and applications		5	5		
Unit - 2			I		
 Chapter No. 3. Design Engineering: Power Trans Overview Design Application: Belt Drives. Types, Length of Belt. Veloc Tensions. Power Transmitted, Numerical I Gears. Spur Gear, Rack and Pinion, Wor Speed, Torque, and Power in Gear pair. S Numerical Problems. Ball and Roller Bearings, Types, Application 	mission Elements: city Ratio, Initial Tension. Problems. m Gear, Bevel Gear, Helica Simple and Compound Gea	Ratio of I Gears. r trains.	5	3	
Chapter No. 4. Thermal Engineering 1: Prime mo Steam, properties of steam, applications of steam Internal Combustion Engines: Classification, IC en engine, 4 Stroke SI and CI Engine, PV diagrams of Comparison of 2 stroke and 4 stroke engine, com	overs: n-steam turbines. gine parts, 2 stroke SI and 0 Otto and Diesel cycles, parison of CI and SI engine,		7	2	

Problems on Engine Performance, Recent trends in IC engines.		
Unit - 3		
Chapter No. 5. Thermal Engineering 2: Thermal Systems' Applications: Refrigeration system, Air conditioning system, Pumps, Blowers and Compressors and their working principle and specifications.	4	2

Text Book (List of books as mentioned in the approved syllabus)

- 4. Jonathan Wickert and Kemper Lewis, An Introduction to Mechanical Engineering, Third Edition, 2013- Cengage Learning.4
- 5. K.R.Gopalkrishna, SudhirGopalkrishna, S.C. Sharma. A Text Book of Elements of Mechanical Engineering, 30th Edition, Oct 2010,–Subhash Publishers, Bangalore.
- 6. Ravi, C.M.Ramesha. A text book of Elements of Mechanical Engineering, First Edition, 2014, -Moonlight Publishers, Bangalore.

References

- 5. Course Material developed by the Department of Mechanical Engineering.
- 6. SKH Chowdhary, AKH Chowdhary, Nirjhar Roy, The Elements of Workshop Technology Vol I & II , 11th edition 2001, Media Promoters and Publishers.
- 7. Basic Manufacturing, Roger Timings, Third edition, Newnes, An imprint of Elsevier.
- 8. Basic Manufacturing, Roger Timings, Third edition, Newnes, An imprint of Elsevier

SECOND SEMESTER B E PROGRAM

Cour	ourse Code: 15EHSH101 Course Title: Professional Communication			
L-T-P	-SS: 0-1-1	Credits: 2	Contact Hrs: 3 Hrs/week	
CIE N	1arks; 50	SEE Marks: 50	Total Marks: 100	
Teacl	ning Hrs: 42		Exam Duration: 90 min	
		I		
No		Content	Hrs	
1	Chapter 1. Linguistic data install	ation:	09 Hrs	

	E Course Introduction, Explanation of template mix-ups with correct usages & necessity	
	of grammar in error detection, Usage of tenses	
2	Chapter 2. Grammar & Vocabulary: Vocabulary, Word Formation and structural practice.	08 Hrs
3	Chapter 3. Bouncing Practice : Definition and types of bouncing and its practice with examples	03 Hrs
4	Chapter 4.Rephrasing Practice: Comprehension and Rephrasing, PNQ Paradigm	05 Hrs
5	Chapter 5. Dialogues: Introduction of dialogues, Construction of Dialogues with Exclamation, Interrogation, Question tags etc, Active and Passive Voice	04 Hrs
6	Chapter 6. Business Communication : Covering letter, Construction of paragraphs on any given general topic.	09 Hrs
Text	Book:	
	References:	
4	 Collins Cobuild Advanced Learner's English Dictionary 	
Ę	5. Raymond Murphy - Intermediate English Grammar, Cambridge University Press	
6	5. Martin Hewings- Advanced English Grammar, Cambridge University Press.	

Chairman thanked all the members for their contributions.

Chairman