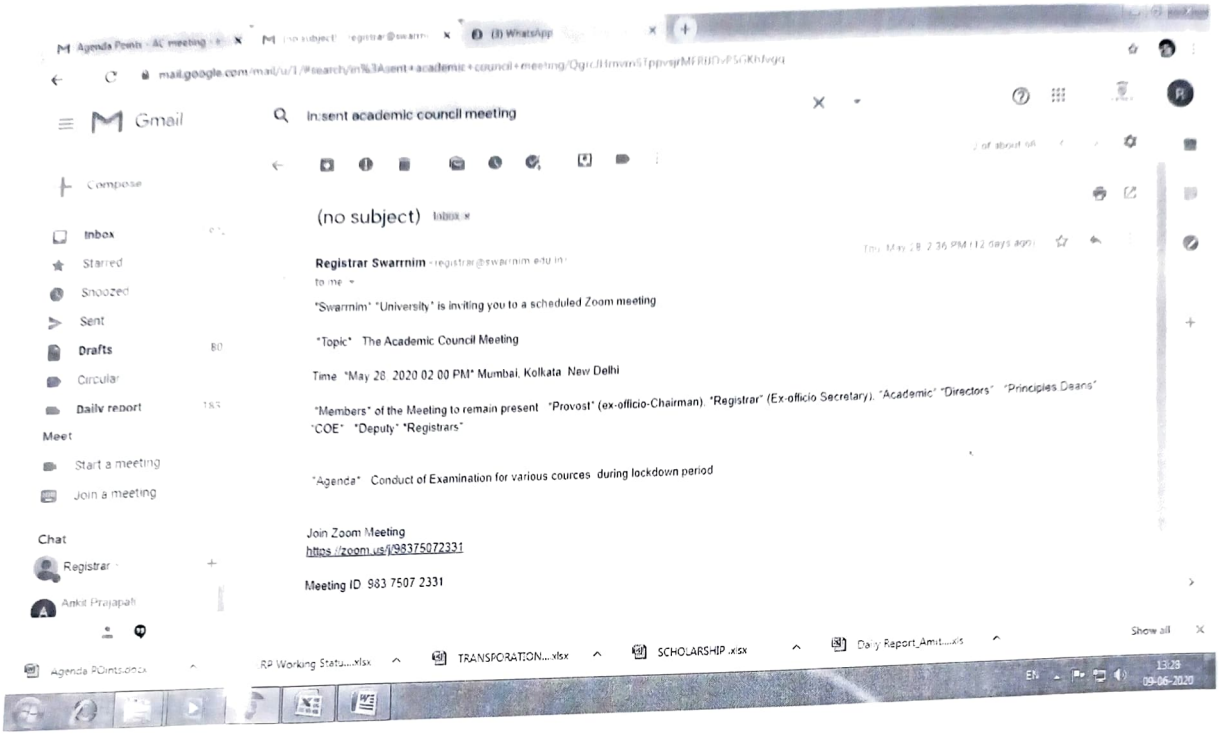
Invitation Letter for the 7th Academic Council Meeting



Swarrnim Startup & Innovation University Gandhinagar

Minutes of Meeting

(7th Academic Council Meeting)

The Meeting of the "7th Academic Council" for the Swarnim Startup & Innovation University was held on 28.05.2020 at 2.00 PM, through Video Conference during Lockdown period.

Members Present:

Sr. No.	Name	Designation	Responsibility
1	Dr. Kartik Jain	Provost	Chairperson
2	Dr. Ragin Shah	Director General	Member
3	Prof. Hiren Kadikar	Academic Director, Swarrnim Institute of Health Sciences	Member
4	Dr. Manoj Behera	Principal, Aarihant Homoeopathic Medical College & Research Institute	Member
5	Dr. Arvind Kumar Chauhan	Dean/ Principal, Venus Institute of Physiotherapy	Member
6	Dr. G.G. Pandya	Principal, Aarihant Ayurvedic Medical College & Research Institute	Member
7	Dr. Hemant Chaube	I/c Principal, Swarrnim Science College	Member
8	Prof. Jibin Varghese.	Principal, Aarihant Institute of nursing	Member
9	Prof. Shashwat Vyas	I/c CoE, SSIU	Member
10	Prof. Ajit Pujara	I/c Principal/Dean, Swarrnim Institute of Technology	Member
11	Prof. Sarvesh Paranjape	Dean, Swarrnim School of Business	Member
12	Prof. Paresh Chetarji	Dean, Swarrnim Institute of Designs	Member
13	Prof. Akshay Anand	I/c Principal, Swarrnim Institute of Designs	Member
14	Dr. Anjana Bhandari	Dean, Academic and Research	Member
15	Dr. Upendra Patel	Registrar	Member Secretary (Ex- Officio)

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Video Conference Snaps of the Members of 7th Academic Council Meeting

Gujarat Startup & Innovation University
Gandhinagar

Leave of Absence Granted:

Sr. No.	Name	Designation	Responsibility
1	Mr. Rishi Jain	Managing Director, Business Operations	Member
2	Mr. Vishal Savaliya	Managing Director, Business Communications	Member
3	Mr. Snehal Desai	Senior Vice President, Adani Group	Member
4	Dr. D.M. Patel	Director, center of Entrepreneur Development, Arihant School ofPharmacy	Member
5	Dr. B.N. Suhagia	Dean, faculty of Pharmacy, DDU	Member

Meeting Agenda

(7th Academic Council)

Agenda Points for the 7th Academic Council to be held on 28th May, 2020.

Sr. No.	Agenda
1	Information regarding examination guidelines declared by the State Government and UGC during COVID-19 situation.
2	Declaration of Mode of conduct of examination for Final Semester students of Diploma and UG courses and all the students of all the semesters of PG courses.
3	Declaration of Mode of conduct of Regular Examination for Intermediate Semester students of and PG course students.
4	Declaration of Mode of conduct of Remedial Examination for Intermediate Semester students of and PG course students.
5	Following Social Distancing and personal hygiene during these COVID-19 Situations.
6	Regarding Declaration of Result
7	Regarding Payment of Tuition fees and Examination fees
8	Internal and External Examinations other than the ones discussed above
9	Regarding establishment of Swarrnim Health Care Centre at University Campus
10	Consideration and approval of starting new courses (Bachelor of Graphic Design, Bachelor of Ayurvedic Medicine & Surgery) and
11	Regarding the revision of intake for the existing courses (Bachelor of Fashion Design, Master of Planning, Diploma in Fashion Design/Interior Design/Graphics, Bachelor of Science (Physics, Chemistry, Biotechnology, Microbiology, Mathematics) from the Academic Year – 2020-21.
12	Consideration and approval of non-technical courses fee structure and intake and starting new courses from the Academic Year – 2020-21
13	Consideration and approval of various Fees/charges for issuance of documents from Exam Section
14	Approval of Academic Calendar for the year- 2020-21.

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Agenda No. 1: Information regarding examination guidelines declared by the State Government and UGC during COVID-19 situation.

Resolution: As per instruction by Provost Sir, Prof. Shashwat V. Vyas, COE briefed all the present members about the guidelines declared by the State Government and UGC to conduct examination during these COVID-19 situations.

Agenda No. 2: Declaration of Mode of conduct of examination for Final Semester students of Diploma and UG courses and all the students of all the semesters of PG courses.

Resolution: As per instruction by Provost Sir, Shashwat Vyas gave information regarding the mode of conduct for Final Semester students of Diploma / UG courses and All Semester students of PG courses.

The mode of conduct of examination will be:

1 Based on the State and UGC guidelines, Provost Sir proposed that the summer 2020 university examination for all the final semester students of Diploma and UG course and all the students of all the semesters of PG course be conducted in Offline Mode / In-University Physical Mode.

2 The process required for the internal marks component for all these students have already been completed online and marks entry is underway, hence only the end semester theory exam will be conducted through Offline Mode / In-University Physical Mode.

3 It was further decided that the question paper pattern will remain the same as per university rules and regulations. The exam timings will be 2 hours for each subject instead of 3 hours so that exams can be conducted in multiple shifts as per the State and UGC guidelines.

4 Taking into consideration the State and Central Government guidelines till date, the proposed date for the offline exam is 9th July 2020.

Agenda No. 3: Declaration of Mode of conduct of Regular Examination for Intermediate Semester students of and PG course students.

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Resolution: As per instruction by Provost Sir, Shashwat Vyas gave information regarding the mode of conduct for all the regular intermediate semester students of all the courses of all the constituent Institutes of the University.

The mode of conduct of examination will be:

1 Next, based on the State and UGC guidelines Provost Sir proposed MCQ based online exam for all the regular intermediate semester students.

2 It was discussed by the members that as per our university exam structure, the internal component examination has already been conducted online and marks entry is underway, hence the only component for which the exam is to be conducted is the external marks component of 70 marks.

3 Hence, all the members agreed to the proposal by Provost Sir that MCQ based online exam be conducted for all the regular intermediate semester students.

4 The MCQ based exam will have 50 questions. 30 questions carrying 1 mark and 20 questions carrying 2 marks each. The timing will be of 90 minutes.

5 The exam committee will declare the further procedure guidelines.

Agenda No. 4: Declaration of Mode of conduct of Remedial Examination for Intermediate Semester students of and PG course students.

Resolution: As per instruction by Provost Sir, Shashwat Vyas gave information regarding the mode of conduct for all the remedial intermediate semester students of all the courses of all the constituent Institutes of the University.

The mode of conduct of examination will be:

1. Further the members discussed regarding conducting examination for remedial students. After the discussion, Provost Sir proposed the same pattern to be followed for remedial students as for the regular intermediate semester students.

2. All the members agreed to the proposal and it was decided to conduct online MCQ based exam for remedial students.

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Agenda No. 5: Following Social Distancing and personal hygiene during these COVID-19 Situations.

Resolution: Discussed and resolved followings

1. Lastly, Provost Sir insisted that the University shall observe strict rules of social distancing and personal hygiene.

2. It will be made mandatory for all to follow the guidelines issued by the university vide circular dated 19th May 2020.

3. The detailed additional guidelines will be declared by the exam committee in accordance with the University circular.

Agenda No. 6: Regarding Declaration of Result

Resolution: Discussed and resolved followings

1 Provost Sir instructed that the answer book assessment for all the examinations conducted through offline mode should start immediately from the next day so that the result can be declared quickly.

2 The same will be applicable for all the examinations which will be conducted through MCQ based online mode.

Agenda No. 7: Regarding Payment of Tuition fees and Examination fees

Resolution: Discussed and resolved followings

1 Provost Sir instructed that the students will be allowed to appear in the examination only after they have paid all the tuition fees of their immediate previous semester. Student whose fees will be found pending will not be allowed in the examination.

2 The student will need to pay the fees through online mode ONLY. The student will need to submit the proof of transaction in form of screen shot, message or receipt to respective class mentor.

3 The same rules are applicable for Examination fees. The student who will not pay the examination fee will not be allowed to appear in the examination.

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4 The student will pay the fees as per the details mentioned in point 2.

Agenda No. 8: Internal and External Examinations other than the ones discussed above

Resolution: Discussed and resolved followings

1 Provost Sir instructed that the all the institutes under Swarrnim Institute of Health Sciences whose internal examinations are to be scheduled need to just inform about the same to the Exam office for record and information. The respective Institute will conduct the entire exam process.

2 The Institute who need to invite faculty or subject expert from other Institute or University can do so either in Online or Offline mode as per the State Government and UGC guidelines. In offline mode they will need to follow the Social Distancing guidelines declared by the University.

Agenda No. 9: Regarding establishment of Swarrnim Health Care Centre at University Campus

Resolution: As per instruction by President Sir, the University must have Health Centre in campus as a University Social Responsibility and he recommended starting the health centre and commencing the procedure for taking approval for producing necessary health care items from the concerned regulatory authority. It was resolved and decided to start the health centre on the name of "Swarrnim Health Centre". Regarding establishment of Swarrnim Health Centre all necessary decisions and procedure has to be taken by Academic Director, Prof. Hiren Kadikar in liasioning with the President of the University.

Agenda No. 10: Consideration and approval of starting new courses

Resolution: It was considered and approved to resolve the starting of new professional courses from the academic year – 2020-21 as mentioned below.

- Principal of Swarrnim School of Business proposed to start Master of Commerce (M.Com.) from the Academic Year 2020-21with the intake of 15 and proposed fees Rs. 40,000/- per annum.
- Principal of Swarrnim School of proposed to start Bachelor of Computer Application in Specialized Courses (CTIS, Artificial Intelligence (AI) & Cyber

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Security) from the Academic Year 2020-21 with and intake of 10 seats and proposed fees of Rs. 1,00,000/- per annum.

- Principal of Swarrnim Institute of Design Department proposed to start Bachelor in Design from the Academic Year 2020-21 with and intake of 10 seats and proposed fees of Rs. 2,50,000/- per annum.
- Principal of Swarrnim Institute of Technology proposed to start Master of Technology in Computer Engineering (Cyber Security) from the Academic Year 2020-21 with and intake of 06 seats and proposed fees of Rs. 1,10,000/- per annum.
- Principal of Venus Institute of Physiotherapy proposed to start Master of Physiotherapy (MPT) from the Academic Year 2020-21 with and intake of 12 seats and fees will be decided by the FRC.

The matter left further to be approved in next Board of Management meeting.

Agenda No. 11: Regarding the revision of intake for the professional and technical courses from the Academic Year – 2020-21.

It was considered and approved to resolve the revision of intake from the academic year – 2020-21 as mentioned below.

- Principal of Swarrnim School of Business proposed to revise the intake of Master of Business Administration (MBA) from 15 seats to 20 seats from the Academic Year 2020-21.
- Principal of Swarrnim Institute of Design proposed to revise the intake of Bachelor of Interior Design from 30 seats to 10 seats from the Academic Year 2020-21.
- Principal of Aarihant Institute of Nursing proposed to revise the intake of Bachelor of Nursing from 40 seats to 60 seats and General Nursing and midwifery from 40 seats to 60 seats from the Academic Year 2020-21.
- Principal of Swarrnim Science College proposed to revise the intake of Master of Science in Microbiology, Chemistry, Physics, Mathematics from 40 seats to 240 seats from the Academic Year 2020-21.
- Principal of Swarrnim Institute of Technology proposed to revise the intake of Master of Technology in Environment from 18 seats to 36 seats from the Academic Year 2020-21.

After detail discussion on the above courses in terms of its revision of intake, all the members of Academic Council accorded and approved.

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further all the above revision of the intake in the courses mentioned above is to be taken into consideration in the Board of Management meeting for final approval.

The matter left further to be approved in next Board of Management meeting.

Agenda No. 12: Consideration and approval of non-technical courses fee structure and intake and starting new courses from the Academic Year – 2020-21

Resolution: It was resolved and approved to start new courses to meet the diverse needs of the students. The committee members have resolved to start following new courses from the academic year 2020-21 and revised the intake of some of the course as well fee structure of the non-professional courses.

Agenda No. 13: Consideration and approval of various Fees/charges for issuance of documents from Exam Section

Resolution: Controller of examiner, Mr. Shasvat Vyas after discussion with concerned authority put the list documents to be provided to the students as and when required along with charges of the same. It was discussed to prepare an application form for all possible documents required by the students and to be uploaded on the website for easy excess to the students. Charges or fees for each documents considers and suggestion recorded in the list and approved by all members of the Academic Council and sent for approval from the members of Board of Management to be held in upcoming time. (List is attached herewith as Annexure- 1).

Agenda 14: Approval of Academic Colander for the year- 2020-21.

Resolution: It was considered and resolved to approve the academic calendar for the academic year 2020-21. The calendar for the year 2020-21 is attached herewith as an Annexure- 2.

Agenda 15: Any other table agenda from the permission of the chair.

Resolution: It is resolved that the academic council recommended to aapprove the starting new courses for **BFD** (all four years), **DFD**(All three years), **BGD** (All four years), **DGD** (All three years), **M.PLAN** (All two years)**academic year 2020-21**

Registrar
(Dr. Upendra Patel)

Registrar
Swarrnim Startup & Innovation University
At : Boyan Rathod, Gandhinagar.

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Annexure- 1

Sr. No	Type of Document	Fees (INR per copy*) *specified otherwise
1	Degree Certificate	2500 /-
2	Provisional Degree Certificate	500 /-
3	Transcript	300 /- for single copy
4	Migration Certificate	1000 /-
5	Letter of Recommendation	50 /-
6	Medium of Language	200 /-
7	**Other Certificates** 1. Certificate showing CGPA or SGPA to % (percentage) conversion 2. Equivalence Certificate 3. Backlog Certificate 4. Rank Certificate	500 /-
8	Certificate of Mark sheet (Grade Sheet) Authentication	250 /-
9	Bonafide Certificate	100 /-
10	Duplicate Mark sheet	1) 1000 /- if lost 2) 250 /- for Name Change / Correction
11	Duplicate Degree Certificate	2500 /-
12	Document Verification & Attestation 1. Mark Sheet (Grade Sheet) 2. Provisional Degree Certificate 3. Degree Certificate 4. Copy of Detailed Syllabus & Teaching Scheme	1. 50 /- 2. 100 /- 3. 200 /- 4. 200 /-
13	Degree Certificate Authentication	200 /-
14	**Postal Charge**	**1. Within Gujarat** 200 /- **2. Within India** 400 /- **3. Outside India** 3000 /- or as actual weight (whichever is higher)

Swarnim Startup & Innovation University Gandhinagar

Draft-ACADEMIC CALENDAR (2020-21)

Sr. No	Program	Sem.	Term	Term Start Date	Term End Date	Tentative Exam Start Date	Sem.	Term	Term Start Date	Term End Date	Tentative Exam Start Date
1	Diploma Engineering	1	Odd	24/09/2020	30/01/2021	15/02/2021	2	Even	01/03/2021	11/05/2021	25/05/2021
		3		30/7/2020	04/12/2020	21/12/2020	4		18/01/2021	31/05/2021	07/06/2021
		5		16/7/2020	07/11/2020	7/12/2020	6		21/12/2020	30/04/2021	10/05/2021
2	B.Tech.	1	Odd	24/09/2020	30/01/2021	15/02/2021	2	Even	01/03/2021	11/05/2021	25/05/2021
		3		30/7/2020	04/12/2020	21/12/2020	4		18/01/2021	30/04/2021	07/06/2021
		5		16/7/2020	11/12/2020	7/12/2020	6		21/12/2020	30/04/2021	10/05/2021
		7		16/7/2020	25/11/2020	7/12/2020	8		21/12/2020	30/04/2021	10/05/2021
2	M.Tech.	1	Odd	24/09/2020	30/01/2021	15/02/2021	2	Even	01/03/2021	11/05/2021	25/05/2021
		3		30/7/2020	04/12/2020	21/12/2020	4		18/01/2021	30/04/2021	07/06/2021
3	B.Arch.	1	Odd	17/09/2020	31/12/2020	18/01/2021	2	Even	01/02/2021	24/05/2021	07/06/2021
		3		04/08/2020	04/12/2020	21/12/2020	4		18/01/2021	21/05/2021	07/06/2021
		5		04/08/2020	04/12/2020	21/12/2020	6		18/01/2021	21/05/2021	07/06/2021
		7		04/08/2020	04/12/2020	21/12/2020	8		18/01/2021	21/05/2021	07/06/2021
		9		04/08/2020	04/12/2020	21/12/2020	10		18/01/2021	21/05/2021	07/06/2021
4	B.I.D.	1	Odd	17/09/2020	31/12/2020	18/01/2021	2	Even	01/02/2021	24/05/2021	07/06/2021
		3		04/08/2020	27/11/2020	14/12/2020	4		21/01/2021	30/04/2021	10/05/2021
		5		04/08/2020	27/11/2020	14/12/2020	6		21/01/2021	30/04/2021	10/05/2021
		7		04/08/2020	25/11/2020	21/12/2020	8		18/01/2021	21/05/2021	07/06/2021

5	B.F.D.	1	Odd	17/09/2020	31/12/2020	18/01/2021	2	Even	01/02/2021	04/06/2021	21/06/2021
		3		04/08/2020	11/12/2020	14/12/2020	4		01/01/2021	30/04/2021	10/05/2021
		5		04/08/2020	11/12/2020	14/12/2020	6		01/01/2021	30/04/2021	10/05/2021
		7		04/08/2020	11/12/2020	14/12/2020	8		01/01/2021	30/04/2021	10/05/2021
6	DMLT	1	Odd	15/06/2020	30/11/2020	14/12/2020	2	Even	18/01/2021	14/05/2021	01/06/2021
7	PGDMT	1	Odd	15/06/2020	30/11/2020	14/12/2020	2	Even	18/01/2021	14/05/2021	01/06/2021
8	B.Sc.	1	Odd	24/08/2020	23/12/2020	04/01/2021	2	Even	18/01/2021	04/05/2021	17/05/2021
		3		20/07/2020	30/11/2020	14/12/2020	4		18/01/2021	04/05/2021	17/05/2021
		5		20/07/2020	30/11/2020	14/12/2020	6		18/01/2021	04/05/2021	17/05/2021
9	B.Com.	1	Odd	7/10/2020	15/01/2021	01/02/2021	2	Even	15/02/2021	18/06/2021	01/07/2020
		3		17/08/2020	31/12/2020	18/01/2021	4		01/02/2021	04/06/2021	21/06/2021
		5		17/08/2020	31/12/2020	18/01/2021	6		01/02/2021	04/06/2021	21/06/2021
10	BBA	1	Odd	7/10/2020	15/01/2021	01/02/2021	2	Even	15/02/2021	18/06/2021	01/07/2020
		3		17/08/2020	31/12/2020	18/01/2021	4		01/02/2021	04/06/2021	21/06/2021
		5		17/08/2020	31/12/2020	18/01/2021	6		01/02/2021	04/06/2021	21/06/2021
11	BCA	1	Odd	7/10/2020	15/01/2021	01/02/2021	2	Even	15/02/2021	18/06/2021	01/07/2020
		3		17/08/2020	31/12/2020	18/01/2021	4		01/02/2021	04/06/2021	21/06/2021
		5		17/08/2020	31/12/2020	18/01/2021	6		01/02/2021	04/06/2021	21/06/2021
12	M.B.A.	1	Odd	7/10/2020	15/01/2021	01/02/2021	2	Even	15/02/2021	18/06/2021	01/07/2020
		3		17/08/2020	31/12/2020	18/01/2021	4		01/02/2021	04/06/2021	21/06/2021
13	M.Com	1	Odd	7/10/2020	15/01/2021	01/02/2021	2	Even	15/02/2021	18/06/2021	01/07/2020
		3		17/08/2020	31/12/2020	18/01/2021	4		01/02/2021	04/06/2021	21/06/2021

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14	M.Plan	1	Odd	7/10/2020	15/01/2021	01/02/2021	2	Even	15/02/2021	18/06/2021	25/07/2021
		3		17/08/2020	31/12/2020	18/01/2021	4		01/02/2021	04/06/2021	21/06/2021
15	M.Sc.	1	Odd	24/08/2020	23/12/2020	04/01/2021	2	Even	18/01/2021	04/05/2021	17/06/2021
		3		20/07/2020	30/11/2020	14/12/2020	4		18/01/2021	04/05/2021	17/06/2021

Sr. No	Program	Year	Start Date	End Date	Tentative Exam Start Date
14	BPT	1		Last Week of November	
		2	24/08/2020	16/06/2021	12/07/2021
		3	24/08/2020	16/06/2021	12/07/2021
		4	24/08/2020	16/06/2021	12/07/2021
15	B.Sc. (Nursing)	1		Last Week of November	
		2	01/10/2020	1/10/2021	18/10/2021
		3	01/10/2020	1/10/2021	18/10/2021
16	GNM (Nursing)	1		Last Week of November	
		2	01/10/2020	1/10/2021	18/10/2021
		3	01/10/2020	1/10/2021	18/10/2021
17	BHMS	1		Last Week of November	
		2	21/12/2020	21/12/2021	17/01/2022
		3	18/01/2021	18/01/2022	14/02/2022
		4	18/01/2021	18/01/2022	14/02/2022
18	BAMS	1		Last Week of November	
		2	18/01/2021	18/01/2022	14/02/2022

Note:

(1) Due to any unforeseen reasons, if the number of teaching days fall less than the minimum statutory requirement, the institute shall arrange extra classes to compensate the same.

(2) The dates mentioned herein are subject to final admission schedule by Admission Committee wherever applicable.

(3) NSS special camps preferably to be scheduled during vacation or holidays.

Diwali Vacation : From 12.11.2020 to 22.11.2020

Registrar (I/C)

Registrar
Swarrnim Startup & Innovation University
At : Boyan Rathod, Gandhinagar.

Swarrnim Startup & Innovation University Gandhinagar