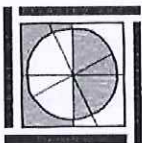
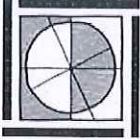

MINUTES

Third Meeting of Senate of SPA Vijayawada

December 05, 2017 at SPA, Vijayawada Campus



School of Planning and Architecture: Vijayawada
(An Institute of National Importance, Ministry of Human Resource Development, Government of India)
S.No. 71/1, NH-5, Nidamanuru, Vijayawada – 521 104, Andhra Pradesh, India



School of Planning and Architecture: Vijayawada

(An Institute of National Importance, Ministry of Human Resource Development, Government of India)
S.No. 71/1, NH-5, Nidamanuru, Vijayawada – 521 104, Andhra Pradesh, India

Minutes of Meeting of Third Senate

held on December 05, 2017 (11.00 AM) at SPA Vijayawada

S.No.	Name	Chairperson / Member / Special Invitee
1	Prof.Dr. Minakshi Jain, Director	Chairperson
2	Prof.Dr. N. Sridharan, Nominee AICTE	Member
3	Mrs. SudhaBhave, Nominee Chairperson BoG	Member
4	Prof.Dr. D.S. Meshram, Nominee ITPI	Member
5	Shri Vivek Sahai, Nominee Chairperson BoG	Member
6	Shri Sanjay Prakash, Nominee Chairperson BoG	Member
7	Ar. Rohit Jain, Nominee CoA	Member
8	Prof.Dr. S. Ramesh, Professor SPAV	Member
9	Prof.Dr.Abdul Razak Mohamed, Professor SPAV	Member
10	Dr.Natraj Kranthi, Dean Academic	Member
11	Shri S.V. Krishna Kumar, Head Architecture	Member
12	Shri D. Srinivas, Faculty Architecture	Member
13	Shri Ch. Anil Kumar, Faculty Architecture	Member
14	Shri P. Prasanth Vardhan, Faculty Planning	Member
15	Shri Deen Maqbool Ahmed, Faculty Planning	Member
16	Ms. Ankita Gupta, Student representative	Special invitee
17	Shri Saurabh Kishore Ojha, Student representative	Special invitee
18	Shri Shyam Kumar, Registrar I/c	Secretary

Ms. Amita Baig expressed her inability to attend the meeting due to prior commitments. Prof. Ajay Khare could not attend the meeting due to his poor health condition.

At the outset, the Chairperson, Senate, welcomed the members and introduced the members to the Senate.

The Chairperson, Senate, requested the Registrar i/c to conduct the Agenda items.

1.	To confirm the Minutes of meeting of Second Senate of SPAV held on May 03, 2017 at SPA, Vijayawada	Annexure – I
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The Minutes of Meeting of the Second Senate of SPAV held on May 03, 2017 at SPA Vijayawada were circulated among the members vide email dated May 12, 2017.

As no objections / comments were received, the minutes of the aforesaid Senate meeting stand confirmed.

2.	To present the Action Taken Report on the Minutes of Meeting of the Second Senate of SPAV held on May 03, 2017 at SPA Vijayawada.
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Item #	Agenda	Minutes of the meeting	Action taken	Observations
1.1	Preparation of UG & PG manuals	The members advised SPAV to prepare UG and PG manual for preparing the academic regulations in line with leading institutes of the Country	The preparation of UG and PG manuals is in progress by the committee constituted for this purpose. A brief note is placed as Annexure - II	<i>The Senate noted the progress done and advised to complete the UG & PG manuals latest by March 31, 2018. These manuals may include SPAV's vision towards becoming a Centre of Excellence</i>
1.2 (b)	To consider and approve the proposed post graduate courses in the Department of Planning as proposed in the DPR of SPAV for the period 2015-22.	The Senate noted the action and proposed Post Graduate courses in the Department of Planning and suggested the title of 'Logistics and Transportation Planning' combining the proposed two PG programmes i.e., 'Infrastructure Planning and	A brain storming session on development of 'Course Structure for M.Planning (Transport Planning)' was held on 16.09.2017. Based on which, a draft course structure is developed (Annexure-III). The same is placed in this meeting as item 3.1a for consideration and approval	<i>The Senate noted the action and suggested the title as 'Master of Planning (Transportation & Infrastructure Planning)'. Further, the Senate also suggested to prepare detailed syllabus by constituting an Advisory Committee / Expert Committee as per the SPA Statutes.</i>

Item #	Agenda	Minutes of the meeting	Action taken	Observations
		Management' and Transportation Planning' and directed to start the course from the Academic Year 2018-19.		
1.4	To report about the FCRA approval for SPAV from the ministry of Home Affairs.	The Senate directed the School to request MoHRD once again for getting FCRA certification. The Senate also suggested to appoint a legal adviser placed at Delhi to monitor the same. Meanwhile, SPAV may approach European Union for guidance in this regard.	MHRD has written letters (dt. 20.12.2016, 05.04.2017, 23.06.2017, 17.10.2017) to Ministry of Home Affairs (MHA) for SPAV's FCRA clearance. A letter dt. 13.10.2017 was written to Shri Rajesh Budgujjar, Under Secretary, MHA by the Director, SPAV. Legal advice is also sought in this regard. The status of application is placed as Annexure-IV.	<i>The Senate noted the persistent efforts undertaken by SPAV.</i> <i>SPAV is hopeful to get the FCRA approval in future, in view of an assurance given.</i>
1.5	Preparation of Course content/ curriculum to start Masters programme in "Heritage, Conservation and Historic Cities"	The senate suggested to start Masters Programme in 'Heritage, Conservation and Historic Cities' from the Academic Year 2019-20 and also directed to identify the resource person to prepare the course contents / curriculum, etc.	Work on the proposed PG program 2019-20 will be taken up in due course of time.	<i>The Senate suggested to prepare the course structure by constituting an Advisory Committee / Expert Committee as per the SPA Statutes.</i>

Item #	Agenda	Minutes of the meeting	Action taken	Observations
2.1	To consider and approve inclusion of the IPR as a generic elective subject for UG and PG final year students as per the directives of MoHRD	The Senate recommended including 'Intellectual Property Rights' as a module of UG and PG course curriculum under the subject of Professional practice or any similar subject.	Intellectual Property Rights (IPR) in India and its applicability to Architects/ Planners is proposed to be included in the following subjects as Annexure -V : 10210402: Project Finance & Management BM-10: Professional Practice 10111002: Professional Practice MPUR303: Planning Legislation and Professional Practice MPEP303: Environmental Law & Professional Practice BPLN506: Planning Legislation	<i>The Senate noted the action taken.</i> <i>Item dropped.</i>
2.3	To consider and approve the launch of SPAV International Journal from 2018 onwards.	The Senate recommended the launch of International Journal from 2018 onwards.	RNI verification of the journal title 'International Journal of Planning and Architectural Science (IJPAS) is already done and reference number has been allotted by RNI. Further, the journal has been launched on November 08, 2017. Accordingly, papers are invited. (Annexure-VI)	<i>The Senate noted the action taken and applauded the launch of the journal IJPAS.</i> <i>Item dropped.</i>

Item #	Agenda	Minutes of the meeting	Action taken	Observations
2.4 (b)	To consider admission process to PG programmes in SPAV.	The Senate advised to admit 100% candidates through CCMT for courses related Architecture as already in the practice and to follow the current admission procedure	The admissions are being done in line with the already existing practice and current admission procedures at SPAV. The same procedures will be continued for admissions in future.	<i>The Senate suggested to have a joint entrance examination among all SPAs for an admission into the postgraduate degree programmes in planning. In this regard, 50% of the total seats may be filled through this joint entrance and the remaining through CCMT.</i>
2.4 (c)	To consider the Pay Upgradation of the faculty of SPAV	The Chairperson, Board of Governors directed the Director, SPAV to take the issue on urgent basis and submit the detailed report by May 20, 2017.	<p>The Director has constituted an internal committee to look into the matter of pay upgradation of faculty with the following members:</p> <ol style="list-style-type: none"> 1) Prof.Dr. S. Ramesh, Professor, Department of Architecture, SPAV 2) Prof.Dr. Abdul Razak M, Professor, Department of Planning, SPAV 3) Shri D V Rama Mohana Rao, Former Registrar, SPAV <p>The aforesaid committee submitted its report on May 16, 2017 and the same is placed as Annexure-VII for kind consideration</p>	<p><i>The Senate noted the action taken.</i></p> <p><i>The Senate however suggested to discuss the matter in the Finance/ BoG Meeting.</i></p> <p><i>Item dropped.</i></p>

Item #	Agenda	Minutes of the meeting	Action taken	Observations
			<p>of the Senate. As per Statute # 22 (15), Registrar is one of the members in Departmental Promotion Committee (DPC). The interview for the post of Registrar was already conducted on October 06, 2017 and the recommendations of the Selection Committee will be placed before the statutory committees. After the Registrar is appointed the matter of pay upgradation of the faculty along with the recommendations of Departmental Promotional Committee will be placed for kind consideration and approval.</p>	

AGENDA ITEMS

Items for Approval

Item # 3.1	To consider and approve the Course Structure of the proposed master degree programme of 'Master of Planning (Transport Planning)' to be offered by SPAV	Annexure – III
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The members were apprised about the proposed programme 'Master of Planning (Transport Planning)', a two-year full time Master's degree programme in planning to be offered by School of Planning and Architecture, Vijayawada with a specialisation in Transport Planning. The members noted that the proposed course structure was in coherence with the *Model Curriculum for M.Plan / M.Tech (Planning), All India Council for Technical Education, 2011*. M.Plan (TP) programme is divided into four semesters, where each semester has a combination of planning studio, lab-based subjects and theory courses.

After detailed discussions and deliberations, the Senate suggested to change the title to 'Master of Planning (Transportation & Infrastructure Planning)'. The first semester shall remain as an integrated semester. Transportation planning and infrastructure planning related aspects are to be covered in the second and third semesters respectively. Logistics and related aspects are to be covered in the third semester.

Item # 3.2	To consider and approve the proposed elective 'Glass Architecture & Design'	Annexure –VIII
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The members were apprised about the proposed elective on 'Glass Architecture and Design' to the fourth year (VII semester) students of B.Arch.

The Senate suggested SPAV to re-work on the syllabus, so as to include various innovative building materials with high performance in the buildings, and not limiting to glass alone. Ar. Sanjay Prakash volunteered to extend his help for the development of the course curriculum of the elective. However, SPAV shall take the initiative in this regard.

Item # 3.3	To consider and approve the proposed date for the Third Convocation of SPAV	--
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The members were apprised about the proposal to conduct the Third Convocation of SPAV in the second week of August 2018, and that in the proposed convocation, degrees for undergraduate and post graduate programmes of the graduands (A.Y. 2016-17 and A.Y. 2017-18) would be awarded.

The Senate suggested to seek the opinion of the Students' body to decide the date of the Third Convocation accordingly.

Items for Ratification

Item # 3.4	To report the changes in the Course Structure of VII Semester B.Arch (Semester Marks Pattern as adopted from SPA Delhi).	Annexure – IX
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It was apprised to the Senate that the subjects viz., Landscape Design and Architectural Conservation were being offered as elective subjects in the course structure of B.Arch. In view of this, the course scheme of the B.Arch (VII Semester) was revised, with the approval of the Chairperson Senate, incorporating the above mentioned two subjects as Compulsory subjects. These revisions were made in order to benefit the students in meeting their academic pursuits and the requirements of the industry. The end semester examinations for the said subjects have already been conducted.

After detailed discussions, the Senate ratified the revised course scheme and structure of the said semester.

Item # 3.5	To consider ratification of the Academic Calendar 2017-18	Annexure – X
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The members were apprised about the details of the SPAV Academic Calendar 2017-18 consisting of two semesters i.e., Odd Semester (2017-18) from July to December 2017 and Even Semester (2017-18) from December 2017 to July 2018.

The Senate ratified the SPAV Academic Calendar 2017-18

Reporting Items

Item # 3.6	To report various activities undertaken by SPAV	Annexure – XI Annexure-XII
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The members were apprised about various activities undertaken by SPAV since the previous Senate meeting, viz., The World Environment Day 2017, GIAN, DIC, Alumni Association Committee Meeting, Book Fair – 2017, The World Town Planning Day 2017, End Semester Examinations (regular) Schedule of April-May 2017 and November 2017, National Institute Ranking Framework (NIRF), taking over of the Hostels blocks and Dining area.

The Senate noted and applauded SPAV for the same.

Item # 3.7	To report the PhD related matter	Annexure – XIII
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The members were apprised about the cancellation of PhD admission of Ms.Bharathi S (2140300004) due to three successive unsatisfactory reports, and based on the recommendation of the DRC, JCDRC and approval of the Chairperson, Senate. Also, about the extension of one year period given to Shri Haranarayan Dash (1120300001) for completion of PhD based on the recommendation of the DRC, JCDRC and approval of the Chairperson, Senate.

The Senate noted the PhD related matter and advised that no further extension be given to Shri Haranarayan Dash. The Senate also suggested to discourage considering such extensions in future.

Item # 3.8	To report administrative changes at SPAV since the previous Senate meeting	--
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The members were apprised about the administrative changes relating to academics such as Dean Academic, Head Department of Planning, since the previous Senate meeting, Controller of Examinations, Superintendent of Examinations and Associate Dean Academic.

The Senate noted the administrative changes.

3.9 Under Any Other Item

Item # 3.9 (a)	Proposed guidelines for appointment of Emeritus Professor / Adjunct Professor / Visiting Professor in School of Planning and Architecture Vijayawada
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The members were apprised about the proposed guidelines for the appointment of Emeritus Professor / Adjunct Professor / Visiting Professor in School of Planning and Architecture Vijayawada, which are in line with the MHRD's guidelines for hiring these Faculties in Centrally Funded Technical Institutions (CFTI's).

After detailed discussions and deliberations, the Senate approved the guidelines. The Senate also suggested that SPAV may appoint the aforementioned posts.

Item # 3.9 (b)	Proposed Exit Option by Degree viz., 'Bachelor of Building Science'
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The members were apprised about the proposed Exit Option by Degree viz., Bachelor of Building Science for the candidates of Bachelor of Architecture who are not able to complete the prescribed programme duration and have earned all credits for the first three years of study; in line with the proposal of the Council of Architecture 'Minimum Standards of Architectural Education Regulations 2017'.

One of the members recorded dissent. However, after detailed discussions and deliberations, the Senate approved the Exit Option by Degree in the interest of the institute. Further, the members unanimously decided that the nomenclature of such degree programme may be finalized as per the demands / requirements of the industry.

Item # 3.9 (c)	Proposed postgraduate programme in Landscape Architecture
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The members were apprised about the details of the tentative course structure of the proposed postgraduate programme in Landscape Architecture, as developed through a workshop held on 18th April 2017 at SPA Vijayawada.

The Senate approved the tentative course structure of the proposed postgraduate programme in Landscape Architecture and suggested to prepare the detailed syllabus.

The members were apprised about the progress of the SPAV campus construction.

Item # 3.9 (d)	Proposed time table format
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The proposed time table format with the workload as per the MHRD's directions was placed as a table item.

The Senate noted the proposed time table format.

Item #3.9 (e)

Visit of the Senate Members to the site of upcoming Campus

As the built environment has a direct impact on the quality of education, the senate members desired to see the academic facilities being developed in the new SPAV Campus. The Senators meticulously observed the construction of the various buildings and made following observations:

- 1. The members observed a few quality issues in the Hostels, Dining and Visiting faculty blocks. They noticed the snag list being attended by the contractor in the Hostels and Dining and Faculty Block. Lack of coordination between the Consultant Architect and CPWD was observed by the members. It was noticed by the Senators that the quality of flooring material was not checked by the Architect prior to laying. They***

held consultant Architect and executing agency responsible for the quality issues. The members made an observation that the lack of coordination, non-availability of the resident Architect and delay in delivering the Good for Construction drawings by the Architect was the major reason for the continuous shift of the target dates and quality issues.

- 2. The members noted that some of the structural working drawings for the Institute Block were submitted only in the month of October 2017. Though the hostel buildings were completed in the month of June 2017, till date the Architect has not been able to obtain the municipal occupancy certificate for Hostels and Dining block. HVAC working drawings were provided by the Architect with a delay of one year, and the drawings were not in line with the false ceiling and fire fighting drawings, due to which the work at site is getting delayed.*
- 3. The members noted that the landscape and the other Architectural drawings submitted by the Architect sometimes were not realistic and not in conformity with the existing design and site conditions. Therefore, the same had to be redesigned by SPAV and CPWD. The members also felt that the presence of resident Architect from the start of work at the site as per the agreement clause could have resolved many non-conformity issues.*
- 4. The members found the overall quality/ finishing to be 'not good' and suggested SPAV to relook at the Contractual Responsibilities of all agencies (especially CPWD & Consultant involved). Further, the members suggested to conduct a Formal Audit for meeting the statutory requirements of the building after completion of the project.*

As there was no other item, the meeting ended with thanks to the Chair.

