



भारतीय विज्ञान शिक्षा एवं अनुसंधान संस्थान भोपाल
शैक्षणिक कार्यालय

Circular

IISERB/DOAA/2019/286
July 8, 2019

Sub: Resolutions of the Senate in its 2019-1/53rd meeting held on May 24, 2019.

Ref: Minutes of the 2019-1/53rd meeting of the Senate.

The Senate in its 2019-1/53rd meeting held on May 24, 2019 resolved the following:

1. Faculty Mentor of the academically deficient student(s) must meet the student(s) on regular basis to review the progress and to counsel and motivate the student(s). The presence of the HoD concerned and Institute Counsellor may be sought, if required.
2. Instructors must submit the grades on Shiksha portal within the specified timelines. It will also be mandatory for all Instructors to add marks for all the components like assignments, quizzes, mid-semester, end-semester etc. on Shiksha portal. The same will be available to individual student to view. Training, if any, required for uploading the marks on Shiksha will be extended by Shiksha Team.
3. Instructors must submit the list of absentees during examinations to the Dean, Academic Affairs through the Head of the Department.
4. During the evaluation, the routine mistakes such as typographic errors, non-consideration of marks for all components like quizzes/assignments, upgradation of grades without proper justifications after the lapse of the time etc. should be avoided. Hereinafter, any grade change shall be subject to a detailed presentation of the Instructor before the Senate.
5. The supervisor can assign two or more X grades to a Ph.D. student only in consultation with the Departmental Post Graduate Committee.

Dean, Academic Affairs

To,

1. All Faculty Members via E-mail.
2. Notice/Website.