

**MINUTES OF 27<sup>TH</sup> MEETING OF ACADEMIC COUNCIL OF  
CHAROTAR UNIVERSITY OF SCIENCE AND TECHNOLOGY**

Date : October 31, 2023 (Tuesday)  
Time : 02.00 pm  
Venue : Board Room, CMPICA, CHARUSAT, Changa

The 27<sup>th</sup> meeting of Academic Council of Charotar University of Science and Technology (CHARUSAT) University was held on 31<sup>st</sup> October, 2023 at 02.00 p.m. wherein following members remained present.

1	Dr. R.V. Upadhyay	Chairman	Provost
2	Shri Ashok R. Patel	Member	Advisor, Charusat
3	Dr. B.G. Patel	Member	Advisor, Charusat
4	Dr. R.M. Patel	Member	Advisor, Charusat
5	Dr. Vijay Chaudhary	Member	Dean, Faculty of Technology & Engineering
6	Dr. Sanskruti Patel	Member	Dean, Faculty of Computer Science and Applications
7	Dr. Dhruv Dave	Member	Dean, Faculty of Medical Sciences
8	Dr. Samir Patel	Member	Dean, Faculty of Pharmacy
9	Dr. Gayatri Dave	Member	Dean, Faculty of Science
10	Dr. Reshma Sable	Member	Dean, Faculty of Management Studies
11	Dr. Bhaskar Pandya	Member	Dean, Faculty of Humanities
12	Dr. Shailesh Khant	Member	Dean, Research
13	Dr. Trushit Upadhyaya	Member	Principal, Chandubhai S. Patel Institute of Technology
14	Dr. Atul Patel	Member	Principal, Devang Patel Institute of Advance Technology and Research
15	Dr. Anil Sharma	Member	Principal, Manikaka Topawala Instt of Nursing
16	Dr. Balaganapathy	Member,	Principal, Ashok and Rita Patel Institute of Physiotherapy
17	Dr. Hemant Kumar	Member,	Principal, Bapubhai Desaihai Patel Institute of Paramedical Sciences
18	Dr. Abhishek Dadhania	Member,	Principal, P.D. Patel Institute of Applied Science
19	Dr. Binit Patel	Member	Principal, Indukaka Ipcowala Institute of Management
20	Dr. Manan Raval	Member	Principal, Ramanbhai Patel College of Pharmacy
21	Dr. Dharmendra Patel	Member	Principal, Smt. Chandaben M Patel Institute of Computer Applications
22	Dr. J.P. Chaudhari	Member	Coordinator, Charusat Space Research and Technology Centre
23	Dr. Kinnari Parekh	Member	HoD, Dr.K.C. Patel Research & Development Centre
24	Dr. Ashwin Makwana	Member	HoD, Human Resource Development Centre
25	Dr. Dilip Gosai	Member	Coordinator, Charusat Rural Education Development Program
26	Dr. Mayur Sutaria	Member	Coordinator, IQAC
27	Dr. Y.P. Kosta	Member	Director, University Research Cell
28	Dr. Vijay Panchal	Member	Chairman, BoS in Civil Engineering & HoD
29	Dr. Palash Mandal	Member	Professor, P.D. Patel Institute of Applied Sciences
30	Dr. Prakash V.	Member	Associate Professor, Faculty of Medical Sciences

31	Dr. Nilay Patel	Member	Chairman, Board of Studies in EE, HoD & Chairman, BoS in Foundation Courses,
32	Dr. Upesh Patel	Member	Chairman, Board of Studies in EC Engineering & HoD
33	Dr. Nikita Bhatt	Member	Chairperson, Board of Studies in Computer Engineering & HoD
34	Dr. Amit Thakkar	Member	Chairman, BoS in Computer Science and Engineering & HoD
35	Dr. Parth Shah	Member	Chairman, BoS in Information Technology Engineering & HoD
36	Dr. Nirav Bhatt	Member	Chairman, BoS in AIML
37	Dr. Gayatri Patel	Member	Chairperson, BoS in Pharmaceutics
38	Dr. Rashmin Patel	Member	Chairman, BoS in Pharmaceutical Chemistry & Pharmacognosy
39	Dr. Bragdish Iyer	Member	Chairman, BoS in Biological Science
40	Dr. C.K. Sumesh	Member	Chairman, BoS in Physical Science
41	Dr. Krunal Kachhia	Member	Chairman, BoS in Mathematical Science
42	Dr. Ruma Pal	Member	Chairperson, BoS in Entrepreneurship & New Venture Management
43	Dr. Sheetal Thomas	Member	Chairman, BoS in Finance Management
44	Prof. Archana Sarkar	Member	Chairperson, BoS in Marketing Management
45	Dr. Atul Patel	Member Secretary	Registrar

Following invitees remained present.

1	Dr. Datta Madamwar	Invitee	Scientific Advisor
2	Dr. Mukesh Patel	Invitee	Eminent person
3	Dr. R. Manjunath	Invitee	Eminent person
4	Dr. Aditi Buch	Invitee	Associate Professor, Faculty of Science
5	Dr. Ritesh Patel	Invitee	Associate Professor, Faculty of Technology & Engineering
6	Dr. Abhilash Shukla	Invitee	OSD, Exam Section

Following members / invitee could not remain present.

1	Dr. M.C. Patel	Special Invitee	Secretary, Kelavani Mandal
2	Shri Virendrabhai Patel	Member	Governing Body
3	Shri H.T. Patel	Member	Board of Management Member
4	Dr. Mrunali Patel	Member	Associate Professor, Faculty of Pharmacy
5	Dr. Jalpa Suthar	Member	Chairperson, BoS in Pharmacology and Clinical Pharmacy
6	Dr. Karan Morje	Member	Chairman, BoS in Operation Theatre and Anesthesia Technology
7	Dr. Jaydevsinh Pargara	Member	Chairman, BoS in Optometry
8	Dr. Dolly Sharma	Member	Chairperson, BoS in Medical Radiology and Imaging Technology
9	Dr. Dhara Patel	Member	Chairperson, BoS in Medical Laboratory Technology

In the beginning, the Provost, CHARUSAT University welcomed all the members and invitees to the 27<sup>th</sup> Academic Council Meeting and requested Dean (Academics) to proceed with the agenda.

## **AGENDA, PROCEEDINGS AND RESOLUTIONS**

**Item 27.23.01**: For Confirmation; Minutes of the 26<sup>th</sup> Academic Council meeting held on 12<sup>th</sup> May, 2023.

### **Proceeding & Resolution 27.23.01**

The 26<sup>th</sup> Meeting of Academic Council of CHARUSAT University was held on 12<sup>th</sup> May, 2023. The minutes was circulated to all the members on 24<sup>th</sup> June, 2023 and comments were invited. However, as no comments were received, the circulated minutes was confirmed.

**Item 27.23.02**: For confirmation: Action taken on the agenda items of the 26<sup>th</sup> Academic Council Meeting held on 12<sup>th</sup> May, 2023.

### **Proceeding and Resolution 27.23.02**

The action taken report of the items of 26<sup>th</sup> Academic Council meeting was noted by the committee members and following specific suggestions were made.

#### **Item Specific:**

##### **(a) item 26.23.02(a) of Faculty of Technology and Engineering**

After considering various aspects on the proposed new course on “Design Thinking” it was resolved to re-submit the same with clear intention for the implementation for consideration in the next Academic Council meeting.

##### **(b) item 26.23.02(b) of Faculty of Science**

After great deal of deliberation on each aspects, the council resolved that proposal for introduction of Dual Degree programme (B.Sc.+M.Sc.) in Medial Biotechnology needs to be referred back to Faculty of Science for revision and should be proposed in the next Academic Council meeting for consideration.

So far as “Best Thesis Award” for the Post Graduate Dissertation Project is concerned, the same needs to be decided by the concerned department and the criteria for the selection should be based on publication of research paper rather than results i.e CGPA / marks.

##### **(c) item 26.23.09 related to Research**

The Dean, Research was informed to submit detail of Senior Research Fellowship (SRF) proposal for consideration by increasing the fellowship from existing Rs.15,000/- to Rs. 25,000/- per month. It was also resolved that since it has a financial implications, the same need to be proposed in the forthcoming meeting of the Finance Committee of the university.

#### **General Instructions:**

- (a) It was informed to all the Deans that to avoid any delay in matters related to academics, it requires to ensure that appropriate action is taken to comply with proposal or decisions considered in the concerned Board of Studies meeting or Faculty Board meeting at the earliest.
- (b) To emphasized that any proposal to be presented in the Academic Council meeting must undergo prior evaluation of completeness of required details at the Faculty meeting.

- (c) It was directed to all the Deans that proposal for discontinuation of any existing academic programmes, revision in the intake, or introduce of new programme should initially be discussed in the concern Board / Faculty meeting prior to proposing to the Academic Council meeting.
- (d) All the Deans were informed to submit action taken report in the Academic Council only when it is fully completed without any exceptions and due reason of non-compliance to the authority of the university in specified duration of time.

**Item 27.23.03: For Discussion and Approval:** Minutes of concern Faculty Boards meetings of the university.

**Proceedings 27.23.03 :** The agenda item on each Faculty was taken on hand as under ;

**(1) Faculty of Technology and Engineering**

**Proceedings 27.23.03 (1)**

Detail summary along with salient features of the 20<sup>th</sup> Meeting of the Faculty Board of Technology & Engineering (FTE) held on 7<sup>th</sup> October, 2023 was briefed by the Dean as under ;

- i. Approval of the Teaching & Examination scheme and syllabus of B. Tech., M. Tech. & Ph.D programmes for the students admitted in the academic year 2021-22 to 2023-24.
- ii. Approval of the SWAYAM MOOC courses for credit transfer against existing elective courses in B. Tech., M. Tech. & Ph.D programs.
- iii. Accreditation status of Geotechnical Engineering Laboratory of Civil Engineering Department by NABL for ISO/IEC 17025:2017.
- iv. Certification in accordance with ISO 9001:2015 by the International Organization for Standardization (ISO) to the Concrete Technology Laboratory of Civil Engineering Department.
- v. The Energy Auditor Exam is a prestigious and highly competitive examination conducted by the Bureau of Energy Efficiency, Ministry of Power, Government of India. Dr. Nilaykumar Patel, Head – Electrical Engineering Department has cleared the Energy Auditor Exam in July'2023 with an outstanding All India Rank 3.

**Resolution 27.23.03 (1)**

The minutes of 20<sup>th</sup> meeting of Faculty Board of Technology and Engineering held on 7<sup>th</sup> October, 2023 was approved by the Academic Council.

**(2) Faculty of Pharmacy**

**Proceedings 27.23.03 (2)**

Detail summary along with salient features of the 31<sup>st</sup> Faculty meeting of Board of Pharmacy held on 23<sup>rd</sup> September 2023 was briefed by the Dean as under ;

- i. Approval of proposal for offering extra credits to the students of B. Pharm programme
- ii. List of E-courses (MOOCS/SWAYAM/NPTEL) for UG and PG students along with University elective courses.
- iii. Review of placement status for the Academic Year 2022-23.

**Resolution 27.23.03 (2)**

The minutes of 31<sup>st</sup> Faculty meeting of Board of Pharmacy held on 23<sup>rd</sup> September 2023 was approved by the Academic Council.

**(3) Faculty of Science****Proceedings 27.23.03 (3)**

Detail summary along with salient features of the 25<sup>th</sup> Faculty meeting of Board of Science held on 7<sup>th</sup> October, 2023 was briefed by the Dean as under ;

- i. Under the Department of Chemical Science
  - Introduction of new NPTEL online course (Elective)
  - Newly adopted OBE formats by the University with inclusion of Program Objective (PO), Program Specific Objective (PSO) / Program Educational Objectives (PEO), Course Objective (CO), Outcome Based Education (OBE);
  - Approved synopsis and panel of examiners under Chemical Sciences.
- ii. Under the Department of Physical Science:
  - Teaching, Examination schemes & Syllabus for the 2<sup>nd</sup> year M. Sc. in Physics
  - Introduction of new NPTEL online course (Elective)
  - Newly adopted OBE formats by the University with inclusion of Program Objective (PO), Program Specific Objective (PSO) / Program Educational Objectives (PEO), Course Objective (CO), Outcome Based Education (OBE);
  - Approved synopsis and panel of examiners under Physical Science.
- iii. Under the Department of Biological Science:
  - Introduction of new syllabus for B. Sc. and M. Sc. Programmes (BT/ MI/ BC) to be made effective for the students admitted in the Academic Year 2022-23 in alignment with NEP – 2020,.
  - Teaching and examination scheme & syllabus of Sem - V & VII of B. Sc. Programmes (BT/ MI/ BC)
  - Amended in Teaching and Examination scheme and syllabus of Sem – IV of B.Sc. programme (BT/ MI/ BC) and M.Sc. programme (BT/ MI/ BC)
  - Indicative list of Practical's in Sem - IV of B. Sc. Programme (BT/ MI/ BC).
  - Allocation and introduction of NPTEL course in all UG/PG programs in Sem – V from the year Academic Year 2023-24.
  - Briefing about the existing Pedagogy and proposed Practical's for Skill Enhancement courses for Sem - IV & VI of B.Sc programme and for Sem –IV of M. Sc programme (BT/ MI/ BC)
  - In light of the NEP-2020 from the Academic Year 2022-23, the framework for the 4<sup>th</sup> year was proposed with two alternatives (i) B.Sc. (Honors) and (ii) BSc (Honors with Research), with minimum 40 Credits.
  - Approved synopsis and panel of examiners under Biological Sciences.
- iv. Under the Department of Mathematical Sciences :
  - Introduction of new NPTEL online course (Elective)
  - Revision in elective courses of Sem – III & IV of M Sc. in Mathematics.

- Revised syllabus of B. Tech (IT) with amendment of course code “MA – 262 : Statistical and Numerical Techniques” with inclusion of practical component for all units
- OBE formats by the University with inclusion of Program Objective (PO), Program Specific Objective (PSO) / Program Educational Objectives (PEO), Course Objective (CO), Outcome Based Education (OBE);
- Introduction of new Post Graduate Diploma in Data Science from the next Academic year i.e 2024-25

**Resolution No.27.23.03 (3):**

The minutes of 25<sup>th</sup> Faculty Board of Science held on 7<sup>th</sup> October, 2023 was approved by the Academic Council.

**(4) Faculty of Medical Sciences**

**Proceedings 27.23.03 (4)**

Detail summary along with salient features of the 8<sup>th</sup> Faculty Board of Medical Science held on 16<sup>th</sup> October, 2023 was briefed by the Dean as under ;

**BDIPS : (Department of Medical Laboratory Technology)**

Addition of course content in the course “Molecular Diagnostics & Applied Genetics” and “Bioinformatics & Biostatistics”.

**(Department of Operation Theatre & Anesthesia Technology)**

Proposal for introduction of M.Sc.(OTAT) programme from the Academic Year 2024-25.

**(Department of Medical Imaging Technology)**

MoU with Arthro3D, Ahmedabad for student internship from 1<sup>st</sup> oct 2023 for 3<sup>rd</sup>, 5<sup>th</sup> 7<sup>th</sup> Semester

**(Department of Optometry)**

Sports vision content has been in BOP 603 – Subject Occupational Optometry and Community Optometry

**MTIN** : Introduction of one year Nursing Assistant Programme with internship.

**ARIP** : Six month Fellowship Programme in Paediatric Physiotherapy

**Resolution No.27.23.03 (4)**

The minutes of 8<sup>th</sup> Faculty Board of Medical Science held on 16<sup>th</sup> October, 2023 was approved by the Academic Council

**(5) Faculty of Computer Science and Applications**

**Proceedings 27.23.03 (5)**

Detail summary along with salient features of the 24<sup>th</sup> Meeting of Faculty Board of Computer Science and Applications held on 23<sup>rd</sup> September, 2023 was briefed by the Dean as under ;

- Introduction of various courses offered through Swayam / NPTEL in Sem - I of B.C.A, B.Sc.(IT), MCA and M.Sc.(IT) programmes along with credit transfer policy.

- ii. Teaching structure of Sem – I to III of online B.C.A programme from 2023-24
- iii. Placement details and Result Analysis of the Even Semester of Academic Year 2022-23.
- iv. Introduction of two Value added courses
  - Value Added course on “Prompt Engineering for ChatGPT” in all UG & PG programs
  - Value Added course on “Working with .NET Core MVC” for PG program, 2<sup>nd</sup> year
- v. Successful completion of first cycle of the Online Certification course on “Digital Marketing”.
- vi. Initiation of various student clubs for fostering holistic development among students through diverse co-curricular and extracurricular activities and community engagement.

**Resolution 27.23.03 (5)**

The minutes of the 24<sup>th</sup> Faculty Board of Computer Science and Applications held on 23<sup>rd</sup> September, 2023 was approved by the Academic Council.

**(6) Faculty of Management Studies**

**Proceedings 27.23.03 (6)**

Detail summary along with salient features of the Faculty of Management held on 12<sup>th</sup> October, 2023 was briefed by the Dean as under ;

- Proposed academic structure of B.B.A (Honours/ Honours with Research) along with credit-wise course distribution as under ;

Major / Core Courses	Minor / Elective Courses	Multi - Disciplinary Courses	Ability Enhancement Courses	Skill Enhancement Courses	Internship	Value Added Courses / IKS	Research Project/ OJT
88 credits	32 credits	12 credits	10 credits	10 credits	4 credits	8 credits	12 credits

- Introduction of SWAYAM courses along with credit transfer policy.
- Programme structure of Semester – I to III of online B.B.A programme from 2023-24.

**1. New Initiatives regarding academics**

- Courses proposed through upGrad to be replaced with following HBS Online courses in PG program – Semester 3 and 4 from the year 2024-25.
  - Online Foundation Courses
  - Harvard ManageMentor (HMM)
- Establishment of various clubs (Business Analytics, Finance, Marketing, HR, Emotional Intelligence, Entrepreneurship and New Venture Management)
- Introduction of Spirituality for Management Series (SMS)

**Resolution No.27.23.03 (6)**

The minutes of the Faculty Board of Management Studies held on 12<sup>th</sup> October, 2023 was approved by the Academic Council.

(7) **Faculty of Humanities**

**Proceedings No.27.23.03 (7)**

Detail summary along with salient features of 2<sup>nd</sup> Joint meeting of Ad-hoc Board of Studies and Faculty Board of Humanities held on 7<sup>th</sup> October, 2023 was briefed by the Dean as under ;

- i. Inclusion / Revision of various courses being offered to the students of all the institutes and Faculties as per HSS Course Structure from academic year 2023-24
- ii. Offering 4 credit course on “Communicative English” for online course i.e B.B.A and B.C.A programme by replacing course on” Liberal Arts”.
- iii. Proposed Course Structure as per the directives of U.G.C along with specializations in English Language and Literature for the Ph.D student of English and Communication
- iv. Updates on the Certificate Courses on Foreign Languages and MoUs with ETS, India and Disha Counsellors LLP, Ahmedabad
- v. Activity report of CHARUSAT Rural Education Development Programme

**Resolution No.27.23.03 (7)**

The minutes of the 2<sup>nd</sup> joint meeting of Ad-Hoc Board of Studies and Faculty Board of Faculty of Humanities held on 7<sup>th</sup> October 2023 was approved by the Academic Council.

**In addition to above, following resolutions were made by the Academic Council.**

**General Resolution No.27.23.03**

- (a) All the Deans were informed to finalise and circulate the Faculty minutes within a week marking a copy to the Academic Section of the university.
- (b) Presentation of each Faculty Board minutes needs to be submitted to the Academic Section **prior to a month** of schedule meeting of Academic Council for review.

**Item 27.23.04: For information;** Minutes of the 21<sup>st</sup> Examination Reforms Committee held on 12<sup>th</sup> September, 2023.

**Resolution 27.23.04**

The minutes of the 21<sup>st</sup> Examination Reforms committee held on 12<sup>th</sup> September, 2023 was approved by the Academic Council.

**Item 27.23.05: For discussion and approval;**

- (i) Fee structure, intake and Merit Based Scholarship of various programmes for the Academic year 2024-25.
- (ii) Amendments in the existing Credit Transfer Policy
- (iii) Introduction of following programmes under the Faculty of Technology and Faculty of Humanities
  - B. Tech. Biomedical Engineering
  - Bachelor of Arts (B.A.) with English from academic year 2023-24



### **Proceeding and Resolution 27.23.05**

- (i) The proposed fee structure, intake and merit based scholarship for various programmes run the constituent institutes of the university for the Academic year 2024-25 was approved.
- (ii) The Academic Council approved “Policy on Partial Credit Transfer” and amendment in the existing CHARUSAT Policy. The updated CHARUSAT Credit Transfer Policy is attached herewith as **Annexure–M1 (Page Nos.10-16).**
- (iii) The Council informed the Dean, Faculty of Technology Engineering and the Dean, Faculty of Humanities to conduct a thorough investigation into the curriculum and syllabus of other universities that offer courses in Biomedical Engineering and Bachelor of Arts (B.A) with English with an objective to determine the feasibility of offering these courses. Hence, it was referred back with intimation to submit through proposal in next Academic Council meeting.

**Item 27.23.06: For information;** Introduction of Guidelines on various Student’s Council at the university.

### **Resolution No.27.23.06**

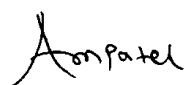
The Council noted the proposed Guidelines on various Student’s Council with a suggestion to propose it to the authority of the university for approval.

**Item 27.23.07: For information;** A brief presentation on salient features of various activities presented by the Dean (Research).

### **Resolution 27.23.07**

The Council noted salient features presented by the Dean (Research).

As there was no other item to be considered, the meeting ended with vote of thanks to the Chair.



**Dr. Atul Patel**  
Registrar

**Date : 06.12.2023**



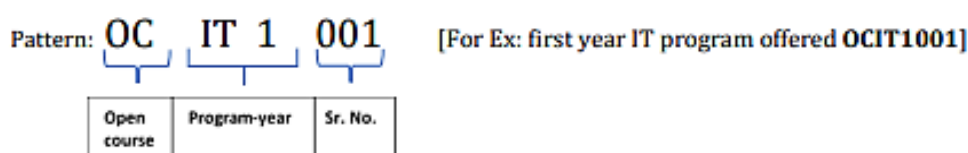
## **Process for Credit Transfer of SWAYAM MOOC against Elective (Program/University) Courses**

1. This guideline is prepared as per UGC (Credit Framework for Online Learning Courses through SWAYAM) Regulation 2016 dated July 19, 2016 and *Academic Council Meeting Agenda 25.22.05 conducted on 16/12/2022*.
2. Board of Studies (BoS) shall approve the program-wise lists of around 5 to 15 (as per suitability) SWAYAM courses. The courses shall be offered against elective (Program/University) Courses. The list is to be updated every semester as per the availability of courses offered by Approved MOOC Providers.
3. Students shall be allowed to earn maximum 20 percent of their total program credits by attending equivalent online courses through SWAYAM.
4. The SWAYAM courses shall be of advanced or recent topics. They should not have similar or equivalent contents with other courses offered by the institution.
5. UG/PG/Ph.D. Students can register and give exam for the SWAYAM courses from 1<sup>st</sup> year onwards.
6. The registration of SWAYAM courses shall be approved and monitored through Mentor of the course.
7. SWAYAM/NPTEL/Approved MOOC Provider Certifications of an 4 weeks course shall be considered equivalent to a 1 credit, 8 weeks course considered equivalent to 2 credits, 12 weeks course considered equivalent to 3 or 4 credits.
8. In case the MOOC platform doesn't conduct proctored exam, department/institute to which such MOOC belongs will conduct exam and submit the marks to the exam section.
9. If a candidate opts for MOOC in the even semester and fails in MOOC exam, a CHARUSAT supplementary exam will be conducted by the Mentor of the course, considering the guideline on credit transfer published by SWAYAM-NPTEL, under the option-3 at page number 6 and 7:

“college or university themselves can conduct the final exam and award the credits (In this case, NPTEL will not give the e-certificate, and question papers will have to be handled by the University themselves based on the content and assignments which will be accessible to them)”.

Please note that in such cases highest grade that the student will secure will be “DD”, regardless of CHARUSAT defined Marks-Credit mapping.

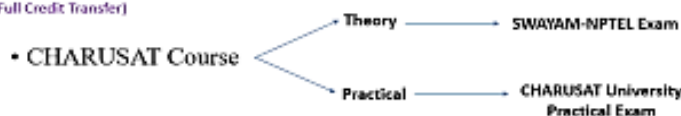
10. The syllabus booklet of the department/institute should have a detailed syllabus of selected/offered courses from MOOC as a separate annexure, at the end of the syllabus booklet.
11. The candidates who opt for the MOOC for credit transfer, final marks/percentage from MOOC will be mapped with CHARUSAT defined grade system for respective programs. However, “DD” grades will be altered in such cases, considering 40% as passing marks in the SWAYAM courses.
12. The BOS approved courses from the SWAYAM will have the following pattern for course-id into the e-Governance system.



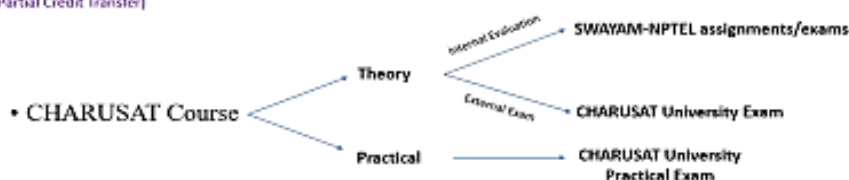
13. Swayam exam registration fee for the student will be reimbursed by the University. Student has to submit the exam registration fee receipt to Mentor for the same. This is applicable for Full Credit Transfer course only.
14. The partial credit transfer is applicable to certain courses approved by respective Dean of Faculty as per following SWAYAM-NPTEL Credit Transfer Guideline:

- a. Students can enroll in courses aligned with a course offered in-campus, and do the NPTEL assignments/exams which can count towards the internal marks for the in-campus course rather than for full credits from the NPTEL course alone. This will enable SWAYAM-NPTEL MOOCs to count towards partial credits for the course.

[Full Credit Transfer]



[Partial Credit Transfer]



❖ **Role of Actors involved in the credit transfer process:**

The following actors are involved in the credit transfer of courses from SWAYAM. The following section represent their roles and responsibility in credit transfer process.

➤ **Role of the SPOC - SWAYAM Local Chapter:**

- SPOC has to enter the mentor details provided by department/institute SWAYAM coordinator on to the SWAYAM platform.
- SPOC has to ensure the passing of necessary information/updates from SWAYAM platform to candidates/mentors. [for ex: change in the exam date, exam center etc..]

➤ **Role of the HOD/HOI/Chairman BOS:**

- HOD/HOI/Chairman BOS has to identify the courses from SWAYAM platform that is to be offered against University course before the semester starts (Nov/June).
- HOD/HOI/Chairman BOS has to ensure the entry of the selected SWAYAM courses in E-Governance before the semester starts.
- HOD/HOI/Chairman BOS has to identify the faculty mentor and provide it to department/institute SWAYAM coordinator.
- HOD/HOI has to assign the paper setter and examiner duty (for CHARUSAT supplementary exam) to mentor in case, if student fails in SWAYAM course at the end of odd semester.

➤ **Role of the Mentor involved in SWAYAM courses:**

- Mentor has to enrol the course with CHARUSAT email-id before the course starts.
- Mentor has to track the following deadline of students:
  - Student enrolment deadline of SWAYAM course.
  - Student assignment deadline on weekly basis.
  - Student exam registration deadline of SWAYAM course.
- Mentor has to help the student for reimbursement of SWAYAM course registration fee on receiving the exam registration fee receipt from student.
- Mentor has to conduct the CHARUSAT supplementary exam in case if student fails in online course in his/her even semester, considering syllabus of online course.
- Mentor has to ensure the equivalence of supplementary exam with the exam conducted by SWAYAM.

➤ **Role of the Student involved in SWAYAM courses:**

- Student has to enrol the course with CHARUSAT email-id on SWAYAM platform before the course starts.
- Student has to do course registration of the same course in CHARUSAT E-Governance system.
- Student has to select the mentor on SWAYAM platform before the deadline.
- Student has to submit all the assignments on SWAYAM platform before the deadline.
- Student has to do registration of the final exam on SWAYAM platform before the deadline.
- Student has to submit photocopy of completion certificate(result) showing marks obtained in MOOC to mentor as soon as result is announced.

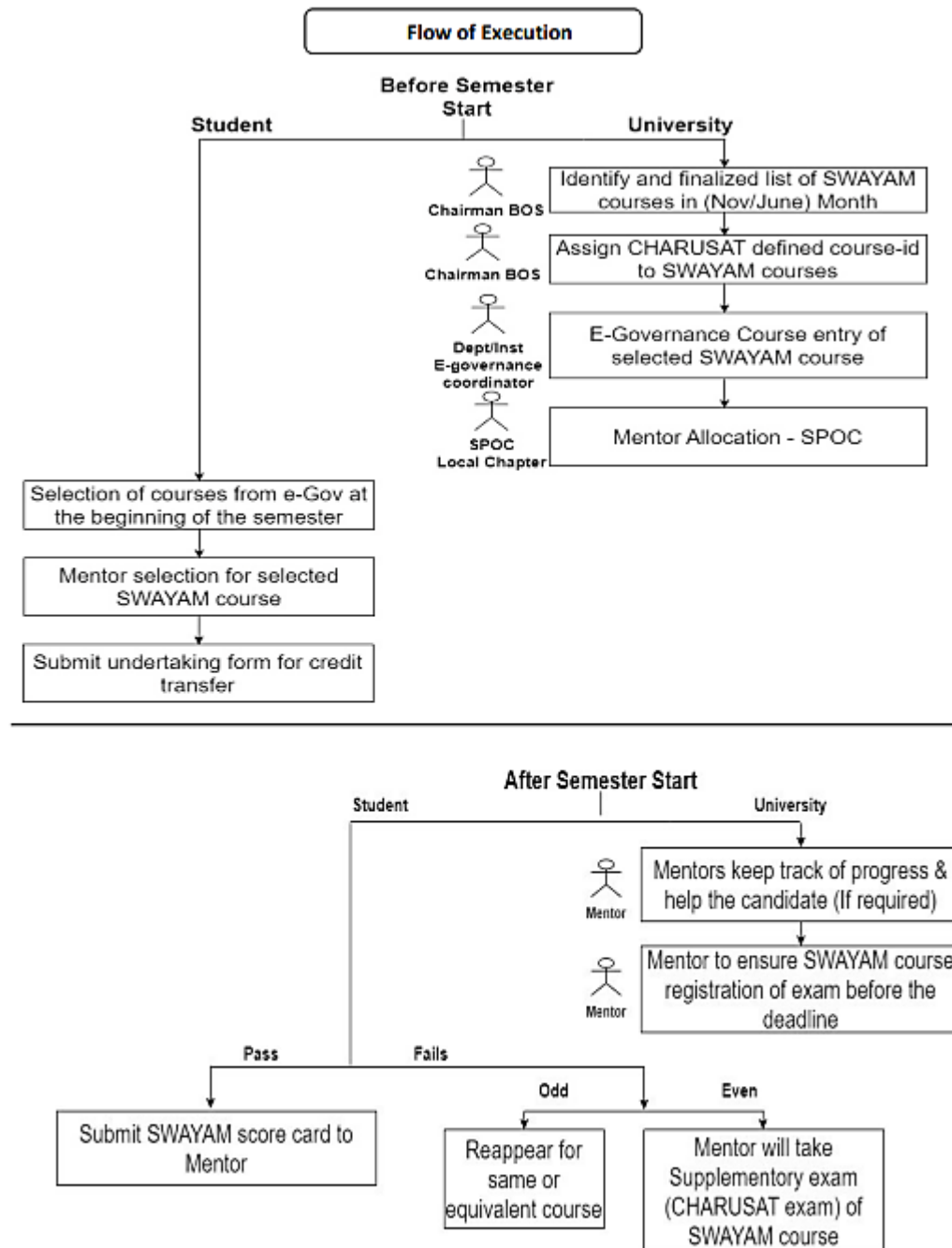
❖ **Enrolment process into SWAYAM to be followed by Student/Mentor:**

- **Following details must be provided while enrolling the course on SWAYAM platform by Student/Mentor:**
  - Student/Mentor has to enrol the course by CHARUSAT email-id only.
  - Student/Mentor has to provide their own "Academic Bank of Credits (ABC)" during enrolment.
  - Student/Mentor has to select "YES" for the following question during enrolment:  
"Is your college Part of a SWAYAM local chapter?"
  - Student/Mentor has to select College/School Name as "Charotar University of Science And Technology" from a given dropdown list.

❖ **Registration process to be followed by Student:**

- Student must have to provide following information during exam registration on SWAYAM platform:

Local Chapter id: **304**  
Your College Name: **CHAROTAR UNIVERSITY OF SCIENCE AND TECHNOLOGY**  
I hereby agree to share my exam score and certificate with my college: **YES**







**CHARUSAT**  
CHAROTAR UNIVERSITY OF SCIENCE AND TECHNOLOGY

**CHAROTAR UNIVERSITY OF SCIENCE AND TECHNOLOGY**

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(Formed under Gujarat State Act No. 8 of 2009, and degrees conferred u/s 22 of UGC Act, 1956)  
(Accredited with Grade 'W' by NAAC, Bengaluru)

**SEMESTER GRADE REPORT**

**FACULTY OF PHARMACY**

**RAMANBHAI PATEL COLLEGE OF PHARMACY**

No. W2627

Date : xx/xx/xx

Name SHAH NAITRIBEN CHIRAGBHAI

Programme B.Pharm.

ID.No. : 22BPH091

Month & Year August 2023

Semester : 1

Aadhar :XXXXXX

Course			Credit (C)	Grade
BPH1001	HUMAN ANATOMY AND	THEORY	4.00	XX
BPH1004	PHARMACEUTICAL INORGANIC	THEORY	4.00	XX
	CHEMISTRY			
OCBPH1001	DRUG DELIVERY: PRINCIPLES	*THEORY	4.00	XX
	AND ENGINEERING			
OCBPH1002	INDUSTRIAL PHARMACY-I	**THEORY	4.00	XX

Semester Performance			Cumulative Performance			Class
Total Credits	Credits Earned	SGPA	Total Credits	Credits Earned	CGPA	
XX	XX	XX	---	---	---	---

Previous SGPA :---

Previous CGPA ---

No. of BackLog :0



EX/REG-B/BPH/NT/1/23/230

Registrar

CHAROTAR UNIVERSITY OF SCIENCE AND TECHNOLOGY CHAROTAR UNIVERSITY OF SCIENCE AND TECHNOLOGY

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## Performance Evaluation Scheme :

### A. Grading Scheme :

On the basis of his/her performance in examination, assignments, practical exam etc; a student is awarded a grade. These grades and corresponding numerical equivalent grade point are in given in the following table:

Grade	AA	AB	BB	BC	CC	FF
Grade Point (G)	90.00 - 100	80.00-89.99	70.00-79.99	60.00-69.99	50.00-59.99	Less than 50

B. The Medium of Instruction is English.

C. FF Indicates backlog and considered as Fail.

$$D. \text{ SGPA/CGPA} = \frac{\sum_{i=1}^n C_i G_i}{\sum_{i=1}^n C_i} \quad \begin{array}{l} C_i - \text{Credit for individual course} \\ G_i - \text{Grade point of individual course} \end{array}$$

**SGPA** = Semester Grade Point Average. It indicates weighted average of the Grade points obtained in all the courses taken by the student during the semester. It indicates performance of the student in a semester.

**CGPA** = Cumulative Grade Point Average is the weighted average of the grade points obtained in all the courses taken by the student since he/she entered the programme. It gives assessments of the student's performance till this semester. It forms the basis for the award of a degree.

### E. Award of Class:

The Class awarded to a student in the programme is decided by the final CGPA as per the following scheme:

First Class with Distinction :CGPA  $\geq$  7.5

First Class :CGPA  $\geq$  6.0

Second Class :CGPA  $\geq$  5.0

- \* Full Credit Transfer from SWAYAM (Internal Exam Marks + External Exam Marks from SWAYAM)
- \*\* Partial Credit Transfer from SWAYAM (Internal Exam Marks from SWAYAM Assignments/Exam, External Exam Marks from University External Exam)