



राष्ट्रीय प्रौद्योगिकी संस्थान जमशेदपुर  
NATIONAL INSTITUTE OF TECHNOLOGY JAMSHEDPUR  
(An Institution of National Importance under Ministry of HRD, Government of India, New Delhi)  
JAMSHEDPUR (JHARKHAND) – 831014

O.O.No. NITJSR/REG/2017-18/133

Date: 11/11/2017

OFFICE ORDER

**ACADEMIC REVIEW COMMITTEE FOR UNDER GRADUATE PROGRAMME,  
POST GRADUATE PROGRAMME AND RESEARCH PROGRAMME**

1. Purpose

The Academic Review Committee is a standing committee of the Academic Board. The principal function of the Committee is to review the academic progress of students, with a particular focus on identifying and managing students-at-risk. The Committee will make recommendations with respect to all enrolled students identified as having made unsatisfactory academic progress, and will recommend intervention strategies specific to the individual student's needs.

2. Committee Members

The Academic Review Committee shall be comprised of the following persons:

- a. Under Graduate Programme
- |                           |          |
|---------------------------|----------|
| 1. Prof. Ashok Kumar Khan | Chairman |
| 2. Prof. A.N.Thakur       | Member   |
| 3. Prof. U.Laha           | Member   |
| 4. Prof. R.P.Singh        | Member   |
| 5. Dr. Ashok Kumar Akella | Member   |
| 6. Dr. Rashmi Sinha       | Member   |
| 7. Dr. Prahalad Prasad    | Member   |
- b. Post Graduate Programme
- |                           |          |
|---------------------------|----------|
| 1. Prof. Arun Kumar Singh | Chairman |
| 2. Prof. R.K.Prasad       | Member   |
| 3. Prof. M.K.Paswan       | Member   |
| 4. Prof. Arbind Choubey   | Member   |
| 5. Dr. Madhu Singh        | Member   |
| 6. Dr. Laljee Prasad      | Member   |
- c. Research Programme
- |                               |          |
|-------------------------------|----------|
| 1. Prof. Ram Vinay Sharma     | Chairman |
| 2. Prof. Shalendra Kumar      | Member   |
| 3. Prof. Sanjay               | Member   |
| 4. Prof. R.N.Mahanty          | Member   |
| 5. Dr. Akhileswar Kumar Singh | Member   |
| 6. Dr. Rina Sahu              | Member   |

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Fax-2373246  
E-mail: registrar@nitjsr.ac.in

*(Signature)*  
11/11/17



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### 3. Roles and responsibilities of Committee members

The role of the Academic Review Committee Chair within meetings will include chairing Academic Review Committee meetings efficiently, encouraging contributions by all Committee members and seeking consensus when making decisions, and obtaining appropriate information to present to the Academic Board. The Chair will additionally assure that the Committee's activities are conducted in compliance with the relevant policies and guidelines of the Institute and within legislative and regulatory requirements.

The Academic Review Committee will support the Academic Board by considering each case of unsatisfactory academic progress individually, taking into account any evidence of any previous probation and any prior interventions.

In the discharge of these Terms of Reference, the Academic Review Committee will:

#### A. For Under Graduate Programme

- Formation of different Committee
- Academic Calendar
- Rules & Regulations for Admission Procedure and cancellation, Registration, Late registration, cancellation of registration
- Designing of curriculum
- Suggestion of semester load required
- Process & procedure for teaching and evaluation system
- Procedure for Academic performance requirement
- Process & procedure for attendance requirement
- Award of degree, prizes and medals, scholarship
- Rules for Conduct & Discipline

#### B. For Post Graduate Programme

- Formation of different Committee
- Academic Calendar
- Rules & Regulations for Admission Procedure and cancellation, Registration, Late registration, cancellation of registration
- Designing of curriculum
- Suggestion of semester load required
- Process & procedure for teaching and evaluation system
- Procedure for Academic performance requirement
- Process & procedure for attendance requirement
- Award of degree, prizes and medals, scholarship
- Rules for Conduct & Discipline
- Leave Rules

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*Handwritten signature and date*  
11/11/17



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Date: 11/12/2017

- Requirement of Programme
- Process & procedure for appointment of Thesis Supervisor(s) and constitution of Thesis Examination Board, Thesis submission and examination

## C. For Research Programme

- Formation of different Committee
- Academic Calendar
- Rules & Regulations for Admission Procedure and cancellation, Registration, Late registration, cancellation of registration
- Designing of curriculum
- Suggestion of semester load required
- Process & procedure for teaching and evaluation system
- Procedure for Academic performance requirement
- Process & procedure for attendance requirement
- Award of degree, prizes and medals, scholarship
- Rules for Conduct & Discipline
- Leave Rules
- Requirement of Programme
- Process & procedure for appointment of Thesis Supervisor(s) and constitution of Thesis Examination Board, Thesis submission and examination

*M. S. S.*  
11/12/2017  
Registrar (I/c)

- Copy to: 1. Office of Director, NIT Jamshedpur for information  
2. All persons concerned for needful  
3. PI (Website) for necessary action.