

ORDINANCES AND REGULATIONS

(Revised up to 27th Meetings of the Senate)

for

(Applicable for 2019 admission onward)



National Institute of Technology Arunachal Pradesh

Yupia– 7911 12

B. Tech. RULES AND REGULATIONS

(Applicable from 2019 batch)

1	All B. Tech. programme offered by the Institute shall be governed by the B. Tech. Rules and Regulations.												
2	The B. Tech. rules and regulations shall be applicable to any new discipline(s) under these programme that may be introduced in future.												
3	A student becomes eligible for the award of the B. Tech. degree after fulfilling all the academic requirements and extra-academic activities as prescribed by the B. Tech. Rules and Regulations.												
4	At present the Institute have the following B. Tech. programme:												
	<table border="1"><thead><tr><th>Branches</th><th>Departments</th></tr></thead><tbody><tr><td>Civil Engineering</td><td>Civil Engineering</td></tr><tr><td>Computer Science & Engineering</td><td>Computer Science & Engineering</td></tr><tr><td>Electronics & Communication Engineering</td><td>Electronics & Communication Engineering</td></tr><tr><td>Electrical Engineering</td><td>Electrical Engineering</td></tr><tr><td>Mechanical Engineering</td><td>Mechanical Engineering</td></tr></tbody></table>	Branches	Departments	Civil Engineering	Civil Engineering	Computer Science & Engineering	Computer Science & Engineering	Electronics & Communication Engineering	Electronics & Communication Engineering	Electrical Engineering	Electrical Engineering	Mechanical Engineering	Mechanical Engineering
Branches	Departments												
Civil Engineering	Civil Engineering												
Computer Science & Engineering	Computer Science & Engineering												
Electronics & Communication Engineering	Electronics & Communication Engineering												
Electrical Engineering	Electrical Engineering												
Mechanical Engineering	Mechanical Engineering												

ACADEMIC CALENDAR

1.1	Each academic session is divided into two semesters of approximately eighteen weeks duration (with-at leastseventy working days for classes in each semester): an odd semester (July-December) and an even semester (January-June).
1.2	The Senate approves schedule of academic activities for a session, inclusive of dates for registration, mid-semester and end-semester examinations, inter-semester breaks etc, shall be laid down in the Academic Calendar for the session.

ADMISSION

2.1	The number of seats in each branch of the undergraduate programme for which admission is to be made in the NIT Arunachal Pradesh will be decided by the Senate of NIT Arunachal Pradesh. Seats are reserved for candidates as per norms laid down by Govt. of India from time to time.
2.2	Admission to all courses will be made in the odd semester of each session, at the first year level, through a Joint Entrance Examination (JEE) conducted by CBSE. Detailed rules of JEE are available in the "Information Brochure" published by the IITs/NITs every year.
2.3	No student is allowed to transfer to other NITs.
2.4	If, at any time after admission, a candidate is found not fulfilling all the requirements stipulated in the offer of admission, the Dean Academic may revoke the admission of the candidate and report the matter to the Senate.
2.5	The Institute reserves the right to cancel the admission of any student and ask him/her to discontinue his/her studies at any stage of his/her career on the grounds of unsatisfactory academic performance or on disciplinary grounds. The criteria for the former will be governed by these Rules and Regulations, while the criteria for the latter will be governed by the Rules and Regulations on Code and Conduct of Students .

RESIDENCE

3.1	The institute is wholly residential and all students shall be required to reside in, and be members
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	of a hostel to which they are assigned.
3.2	Under special circumstances, the Director may permit a student to reside with his/her Parent/Guardian in the Institute Campus or within a reasonable distance from the Institute. Such a student shall, however, be attached to a hostel and will be required to pay seat rent according to rules, and Hostel establishment charges fixed by the Hostel Management Committee. However, this permission may be withdrawn at the discretion of the Institute, at any time considered appropriate by it, without assigning any reason.
3.3	No married accommodation shall be provided to any student of the undergraduate courses.
3.4	All students must abide by the rules and regulations of the hostel as may be framed from time to time by the Hostel Management Committee (HMC) and approved by the Senate.
ATTENDENCE	
4.1	<p>(a) Attendance in all classes (Lectures, Tutorials, Laboratories, Workshops, NCC, NSS and other pre-publicized programme etc. for which they have been registered) is compulsory.</p> <p>(b) A student will be debarred from appearing in an end-semester examination if his/her attendance falls below 75% and will be awarded an “F” grade in that course.</p> <p>a) The debarred student will have to register in that subject in the semester in which the course is offered. The debarred students shall attend the regular classes of that subject along with other regular students in that class and have to fulfill the 75% attendance requirements.</p> <p>b) Henceforth penalty system is permanently waived off for short attendance which is the existing practice.</p> <p>c) There shall not be any relaxation of attendance criteria (75%) in any circumstances like medical reasons, personal/family reasons, natural calamities, participation in sports and other events etc.</p> <p>d) If student attendance falls below 75% then Grade I in their Mark Sheet shall be awarded for that subject.</p>
LEAVE OF ABSENCE	
4.2	<p>a) If the period of leave is for a short duration (less than two weeks), prior application for leave shall have to be submitted to the Head of the Department concerned stating fully the reasons for the leave requested for along with supporting document(s). Such leave will be granted by the Head of the Department.</p> <p>b) Absence for a period not exceeding two weeks in a semester due to sickness or any other unavoidable reasons for which prior application could not be made may be condoned by the Head of the Department provided he/she is satisfied with the explanation.</p> <p>c) If the period of absence is likely to exceed two weeks, a prior application for grant of leave will have to be submitted through the Head of the Department to the Dean Academic with supporting documents in each case; the decision to grant leave shall be taken by the Dean Academic on the recommendation of the Head of the Department.</p> <p>d) The Dean Academic may, on receipt of an application also decide whether the student be asked to withdraw from the course for that particular semester because of long absence.</p> <p>e) The leave of absence as per Clauses 4.2 (a) to 4.2 (c) will not be condoned for attendance.</p>
4.3	It will be the responsibility of the student to intimate the Warden of the hostel in which he/she is

	residing, and the concerned instructors regarding his/her absence before availing the leave.
4.4	In exceptional circumstances, the Dean Academic in consultation with the Chairman, Senate may relax any of the above requirements.
CONDUCT AND DISCIPLINE	
5.1	Students shall conduct themselves within and outside the precincts of the Institute in a manner befitting the students of an institution of national importance. The Institute has a separate ordinance Code and Conduct of Students which is applicable to all students of the Institute.
CHANGE OF BRANCH	
6.1	Normally a student admitted to a particular branch of the undergraduate programme will continue studying in that branch till completion.
6.2	However, in special cases the Institute may permit a student admitted through JEE to change from one branch of studies to another after the first two semesters. Such changes will be permitted, in accordance with the provisions laid down hereinafter.
6.3	Only those students will be considered eligible for change of branch/programme after the second (even) semester, who have (a) Completed all the credits prescribed in the first two semesters of their studies, in their first attempt, without having had to pass any course requirement in the supplementary examination. (b) Obtained a CGPA not lower than 8.5, at the end of the Second (Even) Semester.
6.4	Applications for a change of branch/programme must be made by intending eligible students in the prescribed form. The Dean (Academic & Examination) will call for applications at the end of second semester of each academic year and the completed forms must be submitted by the last date specified in his notification.
6.5	Students may enlist their choices of branch/programme, in order of preference, to which they wish to change over. It will not be permissible to alter the choices after the application has been submitted.
6.6	Change of branch/programme shall be made strictly in order of merit of the applicants. For this purpose the CGPA obtained at the end of the second semester shall be considered. In case of a tie, the JEE rank of the applicants will be considered.
6.7	The applicants may be allowed a change in branch/programme, strictly in order of inter se merit, subject to the limitation that the strength of a branch should not fall below the existing strength by more than 10% and should not go above the sanctioned strength by more than 10%.
6.8	All changes of branch/programme made in accordance with the above rules will be effective from the third semester of the applicant concerned. No change of branch/programme shall be permitted here after.
6.9	All changes of branch/programme will be final and binding on the applicants. No student will be permitted, under any circumstances, to refuse the change of branch/programme offered.
COURSE STRUCTURE	
7.1	Teaching of the courses shall be reckoned in credits; Credits are assigned to the courses based on the following general pattern: 1 credits for each lecture period 1 credits for each tutorial period

	0.5 credit per hour for each Laboratory or Practical or Project session. However, three Laboratory session will be counted as 1.5 credits; the same format will follow for any hour of laboratory classes.
7.2	In order to qualify for a B. Tech. degree of the Institute, a student is required to complete the credit requirement as prescribed in the curriculum for a particular programme. The credit requirements for a programme have been fixed 160 credits.
7.3	No semester will have more than six lecture based courses and two laboratory courses.
7.4	In addition to the prescribed credit requirement, a student shall have to complete the requirements of Extra Academic Activities (EAA) during the first two semesters.
7.5	Every B. Tech. Programme will have a curriculum and syllabi for the courses approved by the Senate. Board of Studies (BoS) will discuss and recommend the syllabi of all the under graduate courses offered by the department from time to time before sending the same to the Senate for consideration and approval. For all approved courses, the copyright will be with NIT Arunachal Pradesh. The composition, tenure and functions of BOS, is indicated at Appendix-A
7.6	Medium of instruction, examination and project reports etc. are in English.
7.7	The curriculum of every department includes compulsory summer training/industrial training/summer internship for six to eight weeks for every undergraduate student. Summer training is to be satisfactorily completed before a student is declared eligible for the degree. Summer training/industrial training/summer internship is to be carried out during the summer vacation after second/fourth/sixth semester of studies & the same will be evaluated based on his/her submission of a certificate from the organization of his/her training followed by a combined viva-voce/presentation and report submission.
ELECTIVE COURSES	
8.1	Two types of elective courses are offered. I. Departmental Electives II. Open Electives offered by the other departments
8.2	Departmental Electives are offered in the same department whereas Open Electives are offered by other departments, and a student can opt these electives provided the electives are related to his/her areas.
REGISTRATION	
9.1	Every student is required to register for approved courses through the assigned Faculty Advisor at the commencement of each semester on the day fixed for such registration and notified in the Academic Calendar.
9.2	He/she is required to register himself/herself (in person) although he/she completed the online payment of Registration fees on the scheduled dates of registration. There shall not be any provision of deputing any representative by him/her for registration purposes.
9.2	Only those students will be permitted to register in the next semester (2 nd semester onwards) who have : a) cleared all Institute, Hostel and Library dues and fines (if any) of the previous semesters, b) paid all required prescribed fees including Hostel dues for the current semester, and c) not been debarred from registering on any specific ground.

9.3	To be able to register in the second year, at the end of the first year a student must complete satisfactorily 2/3 of the total credits of the first year, e.g. 30 credits out of 45 and obtain a Cumulative Grade Point Average (CGPA) of not lower than 4.00 (considering all courses including those in which the student has secured F grade) for all existing students (w.e.f July-Dec 2019 session), Students must pass all first year courses before registering for third year courses. Similarly for the third & fourth year.
9.4	While registering for 3 rd , 5 th or 7 th semester a student may register for backlog papers of 1 st , 3 rd or 5 th semester respectively and while registering for 4 th , 6 th or 8 th semester, he/she may register for backlog papers of 2 nd , 4 th or 6 th semester respectively. A student need not attend classes in papers registered as “backlog papers”. He has to sit for both mid-semester and end-semester examinations and the grade will be awarded based on the scores of the latest examinations. All practical/laboratory backlogs courses will conduct during summer course.
9.5	A student failing to complete satisfactorily the above conditions, even after going through Supplementary Examinations is required to repeat that year.
9.6	A student who does not register on the day announced in the Academic Calendar for the purpose may be permitted, in consideration of any compelling reason (inclusive of medical reasons), late registration within the date specified in the academic calendar on payment of a prevalent additional late fee as prescribed by the Institute. However, under special cases like natural calamity or calamity in the family, the registration of a student may be allowed up to a maximum period of 10 working days from the date of registration with late fee.
9.7	Under any circumstances, registration after 10 days with late fine shall not be considered.
DURATION OF THE PROGRAMME	
10.1	The normal duration of the course leading to B.Tech Degree will be EIGHT semesters. However, academically weaker students who do not fulfill some of the requirements in their first attempt and have to repeat them in subsequent semesters may be permitted up to 12 consecutive semesters (from the first semester registration) to complete all the requirements for the degree. However in no case more than six years will be permitted to complete the B.Tech. Degree.
TEMPORARY WITHDRAWAL FROM THE INSTITUTE	
11.1	A student who has been admitted to an undergraduate programme of the Institute may be permitted to withdraw temporarily from the Institute on the grounds of prolonged illness or grave calamity in the family for a period of one semester or more, provided: a) he/she applies to the Institute within 15 days of the commencement of the semester or from the date he/she last attended his/her classes whichever is later, stating fully the reasons for such withdrawal together with supporting documents and endorsement of his/her parents/guardian; b) the Institute is satisfied that, counting the period of withdrawal, the student is likely to complete his/her requirements of the B. Tech. Degree within the time limits specified in Clause 10.1 above; there are no outstanding dues or demands from him/her by the Institute/ Hostel/Department/Library/NCC/NSS.
11.2	A student who has been granted temporary withdrawal from the Institute under the provisions of Clause 11.1 will be required to pay the tuition fee and other essential fees/charges for the intervening period till such time as his/her name is borne on the Roll List. However, fees once paid will not be refunded.
11.3	A student will be permitted only one such temporary withdrawal during his/her tenure as a student

of the undergraduate programme.

TERMINATION FROM THE PROGRAMME

- 12.1 A student may be terminated from the Institute on the following grounds:
- a) A student may leave the Institute on disciplinary grounds.
 - b) On having been found to have produced false documents or having made false declaration at the time of seeking admission.
 - c) On having been found to be pursuing regular studies and/or correspondence courses (leading to degree or diploma) in any other college, university or an educational institution.
 - d) On having been found to be concurrently employed and performing duty or carrying out business in contravention to academic schedules of the Institute and without approval from the Institute.

GRADING SYSTEM

- 13.1 Based on the performance of a student, each student is awarded a final letter grade in each subject at the end of the semester. The letter grades and the corresponding grade points are as follows:

Letter Grade	Grade point per credit
AA	10
AB	9
BB	8
BC	7
CC	6
CD	5
DD	4
F	0

- 13.2 Percentage Conversion Formula:

$$\text{Percentage of Marks} = \text{CGPA} \times 9.5\%$$

- 13.3 A Semester Grade Point Average (SGPA) will be computed for each semester rounded up to two decimal places. The SGPA will be calculated as follows:
$$\text{SGPA} = (C_1 \cdot G_1 + C_2 \cdot G_2 + C_3 \cdot G_3 + \dots + C_n \cdot G_n) / (C_1 + C_2 + C_3 + \dots + C_n)$$
where, n is the number of courses registered during the semester,
 C_i is the number of credits allotted to a particular course, and
 G_i is the grade points corresponding to the grade awarded for the course.

- 13.4 A Cumulative Grade Point Average (CGPA) will be computed at the end of each semester and communicated to the students along with the SGPA and the grades obtained by them for that semester.
The CGPA gives the cumulative performance of the student from the first semester up to the end of the semester to which it refers, and will be calculated rounded up to two decimal places as follows:

$$CGPA = (C1*G1 + C2*G2 + C3*G3 + \dots + Cm*Gm) / (C1 + C2 + C3 + \dots + Cm)$$

where, m is the number of courses registered up to that semester,

C_i is the number of credits allotted to a particular course, and

G_i is the grade points corresponding to the grade awarded for the course.

Whenever a student repeats a course in any semester, the lower grade(s) obtained by him/her in the course is to be ignored in the computation of CGPA from that semester onwards.

- 13.5 Both SGPA and CGPA will be rounded off to the second place of decimal and recorded as such. For determining the inter se merit ranking of a group of students, only the rounded off values of the CGPA will be used.

ASSESSMENT OF PERFORMANCE

- 14.1 a) There will be continuous assessment of a student's performance throughout the semester and grades will be awarded by the course coordinator or the appropriate committee appointed for this purpose on the following basis:
- (A) For theory Courses
- (i) Two quiz (one before mid-semester and one before end-semester) with weightage 10%
 - (ii) Mid semester with weightage 30%
 - (iii) Assignments with weightage 10%
 - (iv) End semester with weightage 50%
- Total: 100%
- (B) For the courses having both the theory and practical, following pattern of evaluation may be followed
- (i) Weightage for the theory part is as per (A)
 - (ii) Weightage for the practical part will be
 - (a) Viva-voce: 30%
 - (b) Report Evaluation: 30%
 - (c) Assigned experiments/performance: 40%
- Finally, Weightage of theory and practical will be in the ratio 70:30.
- (C) In case of only practical courses
- (a) Viva-voce: 30%
 - (b) Report Evaluation: 30%
 - (c) Assigned experiments/performance: 40%
- b) The evaluation of the project work will be based on sessional work assigned by the supervisor; seminar, project report and project evaluation committees' assessment (also see Clause 14.2 below).
- c) In case of other requirements such as seminar, extra academic activities etc., evaluation will be as determined by the grade awarding authority.
- d) The results or performance of the students in the mid-semester examination shall be announced by the course coordinator. The course coordinator should workout following points for showing evaluated mid-semester answer scripts to the students:
- I. for spot verification by students, the evaluated answer scripts shall be made available during one of the lecture classes/lab classes/tutorials or during a special session, as may deemed fit by the

course coordinator;
 II. students shall point out discrepancies in the evaluation by the course coordinator, if any, on the spot and no claim whatsoever shall be entertained afterwards;
 III. After spot verification of answer scripts, the course coordinator should submit the marks to the Dean (Academic & Examination) through the Head of the Department on or before the date announced for the same.
 f) The final grades for a subject must be submitted after the end-semester examination by the course coordinator through the Head of the Department to the Dean (Academic & Examination) within the date stipulated in the academic calendar.

14.2 Assessment of Project Work:
 Performance in the various activities involved in the project would be assessed individually at the end of the semester in which it is being carried out as per the curriculum.
 a) The project work is normally in two stages, each spread over a semester. At the end of the first stage, the student is required to submit a preliminary report of his/her work by a prescribed date to the Project Coordinator and present it to the Internal Project Evaluation Committee (IPEC). The evaluation will be based on supervisors' assessment (40%), project report (to be assessed by IPEC, 20%), and presentation & viva-voce (to be assessed by IPEC, 40%).
 b) The second stage of the project work is continued to the next semester. The Head of the Department will form a project evaluation board by at least one external Expert & taking final approval from the Chairman Senate for the purpose of final Project assessment.
 The different components of evaluation and the weightage assigned to these components are depicted below:

Subcomponent	Weightage
Supervisor's assessment	40%
Project Report/Thesis (to be assessed by the board)	20%
Evaluation Board's assessment	40%

14.3 The evaluation of performance in Extra Academic Activities will be done by the authorities conducting them and they will communicate grades to the Academic Section.

APPEAL FOR REVIEW OF GRADES

15.1 The entire process of evaluation shall be made transparent, and the course coordinator shall explain to a student why he gets whatever grade he is awarded, if and when required. A student may appeal for review of grades to the Dean (Academic & Examination) through the concerned course coordinator & concerned Head of the Department on or before the date specified in the Academic Calendar.

15.2 The fee for such an appeal will be decided by the Chairman Senate from time to time.

15.3 In case of any change in grade, the same will be incorporate in his/her mark sheet.

EXAMINATIONS

16.1 In assessing the student's attainment in subjects (Theory, Laboratory and Sessional), seminars, project work etc., the system of continuous assessment is adopted by the Institute. In conformity

	with this practice, there will be one mid semester examination (30%) and end semester examination (70%), and for sessional subjects (Laboratory/Design/Drawing/Workshop etc.), the evaluation will be on the basis of attendance, assessment of the tasks assigned and end semester test/viva (as in 14.1 (a)).
16.2	The Mid Semester and End Semester Examination will be conducted centrally by the Academic Section of the Institute in every semester. Every theory course must have a Mid Semester and an End-Semester Examination. The durations of the examinations will be 2 hours and 3 hours respectively.
16.3	A student may be debarred from appearing in the end semester examination due to the following reasons: a) If any disciplinary action is taken against him/her. b) On recommendation of a teacher, if i) His/her attendance in the Lecture/Tutorial/Practical classes in a particular subject has not been satisfactory during the semester (falls below 75%), and/or, ii) His/her performance in the sessional work done during the semester has been unsatisfactory.
16.4	The debarred students will have to re-register that subject in the semester in which it is offered. The debarred students preferably have to attend the classes of that subject along with his/her regular semester classes to fulfill the criteria of 75% attendance.
16.5	If a student fails in any subject(s) then he/she need to clear the same subject during summer course/Summer quarter, if students still fail to clear the subject(s) in summer course then he/she need to clear the same subject(s) in next summer course.
MAKE-UP EXAMINATIONS	
17.1	If a student misses the End Semester Examination due to a compelling reason like serious illness of himself/herself or a calamity in the family, he/she may appeal to the Dean of Academic and Examination through the HOD within seven days from the date of the examination missed explaining the valid reasons for their absence with evidence for permitting himself/herself to appear at the supplementary examination or make-up examination.
17.2	No Make-Up Examination will be conducted for the Mid-Semester Examination centrally by the Academic Section. It is entirely up to the course coordinator to ascertain the proficiency of the student by whatever means considered appropriate to him/her.
17.3	Students residing in the hostels should produce a medical certificate issued by the Institute Medical Officer only. Students who are permitted to stay outside the campus or who have been authorized to be away from the Institute should produce a medical certificate from a Medical Officer not below the rank of a Civil Surgeon and endorsed by the Institute Medical Officer. Certificates from private medical practitioners will not be accepted. The Dean of Academic and Examination can use his/her discretion in giving permission to a student for make-up examination.
17.4	Make-up examination will be held as per dates notified in the Academic Calendar. Makeup examinations at any other time can be held only with the permission of the Dean of Academic and Examination.
SUMMER COURSE	
18.1	Students who have obtained "F" grade in the semester examinations will be permitted to appear in

	the Summer course examination. All eligible students need to attend this course.
18.2	The assessment of performance and marking pattern will be same as given in item no. 14.1
18.3	Every student shall be required to pay the prescribed fees per course at the time of registration for the summer course.
WITHHOLDING OF GRADES	
19.1	Grades shall be withheld when the student has not paid his/her dues or when there is a disciplinary action pending against him/her.
RESULT MODERATION BOARD (RMB)	
20.1	The result prepared by the Tabulators and Examination In-charge shall be presented to the RMB of the institute for moderation. The RMB shall comprise of: (i) Dean Academic Chairman (ii) Deputy Registrar Member Secretary (iii) Associate Dean Member (iv) All HoDs Member
20.2	The RMB may moderate the result of a student submitted by Examination In-charge.
20.3	On the approval of the Director, the moderated result shall be published by the Examination In charge on a specified date in the Academic Calendar.
GRADUATION REQUIREMENT	
21.1	A student shall be declared to be eligible for the award of B. Tech. degree if he/she has: a) completed all the credit requirements for the degree as laid down in the prescribed curriculum of the discipline with a minimum CGPA of 4.00 b) satisfactorily completed all the non-credit requirements for the degree viz Extra Academic Activities, like NCC, NSS etc; c) cleared all dues to the Institute, the Hall of Residence, the Library and the Department; and d) no disciplinary action is pending against him/her.
21.2	The award of B. Tech. degree must be recommended by the Senate and approved by the Board of Governors of the Institute.
POWER TO MODIFY	
22.1	Notwithstanding all that has been stated above, the Senate has the right to modify any of the above rules and regulations from time to time.

APPENDIX A

BOARD OF STUDIES(BOS)		
COMPOSITION:		
I	Head of the Department	Chairman
II	All Professor / Associate Professor / Assistant Professor on regular position of the Department	Members
III	One senior faculty to be co-opted by the BoS from Cognate area to be nominated by the Chairman, Senate	Member
IV	One subject expert (ACADEMICIAN) to be nominated by the Chairman, Senate from IISc / IITs /IISER/IIM/ NITs / CFTIs.	Members
V	One subject expert (INDUSTRY) nominated by the Chairman, Senate on the recommendation of the Head of concerned Department from Central / State Organization / PSU (preference shall be given to Alumni if available from the Industry and at least of Managerial rank.	Members
VI	More persons from academia/industry may be co-opted with the approval from the Chairman, Senate (as per requirement).	Members
TENURE		
The BoS shall be constituted by the department for a period of THREE years.		
FUNCTIONS		
I	The meetings of the BoS shall be arranged at least TWICE IN A YEAR.	
II	The Board of Studies shall have the powers:	
	i)	To prepare a detailed content of different courses of each department and submit to the Senate for approval in the next meeting.
	ii)	Revise / update the contents of the syllabi from time to time and submit to the Senate for approval.
	iii)	New courses to be started in the department.