

## Minutes of the Meeting of the Joint Certification Committee (JCC)

Date: 23 April 2016

Time: 2.30pm – 4:00pm

Venue: Conference room, 3<sup>rd</sup> floor, ICSR building, IIT Madras, Chennai – 600036



### Attendees:

- Prof. Bhaskar Ramamurthi, Chairman, JCC and Director, IIT Madras
- Prof. R.K.Shevgaonkar, Coordinator, IIT Bombay
- Prof. Kushal Sen, Coordinator, IIT Delhi
- Prof. Satyaki Roy, Coordinator, IIT Kanpur
- Prof. Anupam Basu, Coordinator, IIT Kharagpur and Head, CET, IIT Kharagpur
- Prof. B. K. Gandhi, Coordinator, IIT Roorkee and Head, ETC, IIT Roorkee
- Prof. Sunil Khijwania, Coordinator, IIT Guwahati and Head, CET, IIT Guwahati
- Prof. L. Umanand, Coordinator, IISc Bangalore
- Prof. K. Mangala Sunder, Professor, IIT Madras
- Prof. Prathap Haridoss, Coordinator, IIT Madras
- Prof. Andrew Thangaraj, Coordinator, IIT Madras

### Minutes:

Prof. Bhaskar Ramamurthi, Chairman, JCC and Director, IIT Madras, welcomed the members of the Joint Certification Committee who were present and thanked them for attending the meeting.

Prof. Andrew Thangaraj, Coordinator, IIT Madras briefed everyone about the online courses and certification activities carried out until now. It includes the delivery of 122 courses in 9 course runs starting March 2014 until April 2016 (4 week-30 , 8 week - 66 , 12 week - 26; New - 89 , Repurposed - 20, Rerun - 13; ) with an overall enrollment of 6.5 lakhs+ and more than 32000 candidates certified in these courses. The exam attendance averages 85% with a variety of core and elective courses being offered in various streams of engineering, sciences, humanities and management by faculty of various institutes.

After the course is offered in the open online mode, the candidate can opt to take a certification exam for which he has to appear in person and the exam itself is proctored. This comes for a registration fee of Rs 1000/course for non-programming courses and Rs 1250/course for programming courses. The guidelines for the certification exam and the likely distribution of funds, if any remains is given below.

### **Certification exam – guidelines**

#### Exam duration

- 4-week course: 1.5 hours

A handwritten signature in blue ink, appearing to be "R. K. Shevgaonkar", written over a horizontal line.

- 8-week and 12-week courses: 3 hours

Format of exam (4-week):

Question paper must be for a total of 50 Marks

- Section I: Recall from the course
  - 10 questions x 1 mark/question = 10 marks
- Section II: From online assignments (with simple changes, if needed)
  - 10 questions x 2 marks/question = 20 marks
- Section III: New but based on course content
  - 4 questions x 5 marks/question = 20 marks (or 10 questions x 2 marks/question)

Format of exam (8-week and 12-week):

Question paper must be for a total of 100 marks

- Section I: Recall from the course
  - 20 questions x 1 mark/question = 20 marks
- Section II: From online assignments (with simple changes, if needed)
  - 20 questions x 2 marks/question = 40 marks
- Section III: New but based on course content
  - 8 questions x 5 marks/question = 40 marks (or 20 questions x 2 marks/question)

The above are **minimum** requirements for number of questions and split of sections. This will be added to syllabus template. For courses that are not primarily problem based, the number of questions may be increased suitably. The above format will be applicable for both offline and online examinations. So faculty can create question papers irrespective of the final format they wish to implement.

**Exam invigilation**

1. For every city/town where the exam is being conducted, staff of various NPTEL offices or other departments of IITs/IISc can be sent as observers to the exam centres.
2. Honorarium for the observers is fixed as:
  - i. Rs. 3000 for outstation travel, Rs. 1500 for same city
  - ii. Travel and accommodation costs are covered on actuals

**Certificate format and score publishing**

The following is the recommendation given for calculation of assignment and exam scores and as the criteria for various types of certificates.

1. Online assignment scores
  - a. 4-week course: best 3 out of 4 assignments
  - b. 8-week course: best 6 out of 8 assignments
  - c. 12-week course: best 8 out of 12 assignments
2. Final total = 25% assignment score + 75% exam score
3. The final total (out of 100) as calculated above, along with the online assignment score (out of 25) and exam score (out of 75) will be individually published on the certificate



4. The total score will determine the certificate got by the student:
- <40% : Certificate will not be issued to the student
  - 40%-59%: Successfully completed the course
  - 60%-89%: Successfully completed +Elite tag
  - >=90%: Successfully completed + Elite + Gold medal

#### Distribution of exam fees collected

The following will be the expenses covered by the exam fees collected

- Service tax will be paid on the total amount collected
- Suitable overhead to CCE will be paid on the total
- Expenses towards printing and dispatch of the hard copies of the certificates
- Payment to the exam partner for the exam conducted will be made.
- The Local Chapters\* will be recognized with a monetary component as outlined below.
- Depending on the number of observers (N-outstation, M-same city) sent by each institute for monitoring the exam, an amount calculated approximately as (Rs 15000 x N + Rs 5000 x M) or the actuals as claimed by the institute will be transferred to each of the institutes.
- Any money left after the above expenses have been covered may be utilized for miscellaneous activities such as managing any variations in exam related expenditure, recognition of the candidates who perform well in the courses, supplementing scholarships to students in financial need, etc.

#### \*Local Chapters

Partnering with colleges and academic institutions by means of establishing NPTEL Local chapter has been a big success story. In active colleges, SPOCs and Mentors put in a lot of effort to motivate their students and help them perform better. We propose the following sustainable support mechanism

- Only for "active" local chapters – no. of students registered at least 10
- Money given:  $S_0 + (\#Pass) \times S_1 + (\#Elite\ certificates) \times S_2 + (\#Gold\ certificates) \times S_3$ 
  - $S_0, S_1$  and  $S_2$ : to be decided for every run
- Money will be transferred to the college which can be used towards incentive for the people who worked for NPTEL online courses, providing fee waivers to students and faculty for NPTEL certification exams, any infrastructure/equipment requirement for facilitating NPTEL courses or any other NPTEL related expenditure.

The final accounts for each exam will be presented to JCC each semester.



Prof. Prathap Haridoss

Coordinator, IIT Madras



Prof. Bhaskar Ramamurthi

Chairman, JCC & Director, IIT Madras