

# MALAVIYA NATIONAL INSTITUTE OF TECHNOLOGY JAIPUR

## ACADEMIC SECTION

No. Academic/MNIT/2015/24

Dated: 24-02-2015

### OFFICE ORDER

As per the approval of the Senate in its 31<sup>st</sup> Meeting (Item No. 31-3.10 held on 02<sup>nd</sup> December 2014 the following modification are affected to clause 9.1 of the PG Regulations (July 2012) regarding appointment of Thesis Supervisors for M. Tech./Ph.D. students enrolled in this Institute.

1. A student shall not have more than two supervisors at any given time. One of the supervisors shall always be from the department wherein the student has registered for his/her degree. However, for institute faculty/staff, clause 1.3 b (i) will be applicable. In exceptional case third supervisor may be added where the need is explicitly defined.
2. Only one joint-supervisor from outside the Institute is permitted, on recommendations of the DPGC and with the approval of SPGB.
3. An external joint-supervisor may be provided with travel support to attend the examination/evaluation of the Ph.D. student viz. comprehensive examination, state-of-the-art, pre-synopsis or viva exam.
4. M. Tech./M. Plan. Thesis supervisor(s) of a student will normally be appointed from amongst the faculty members at MNIT using modalities decided by the departments/centres.
5. A faculty member shall supervise a maximum of Six M. Tech./M. Plan candidates. However the department may evolve a transparent policy for the uniform distribution of M. Tech/M. Plan. students amongst the faculty members as far as possible in the department.
6. An adjunct faculty at MNIT may be invited for joint-Supervision by a supervisor, and will be treated as internal supervisor.
7. Normally there shall not be any change in supervisor(s) once assigned. In special cases change of supervisor(s) shall be done by DPGC and communicated to the Dean, Academic.
8. In case there has been a change/addition in the supervisor(s), the M. Tech./M. Plan, thesis will not be submitted earlier than six months and the Ph.D. thesis will not be submitted earlier than one year from the date of such change.
9. Normally a faculty member shall not supervise more than four Ph.D. candidates at any time. A candidate being guided jointly by two or more supervisors either internal or external will be counted as  $\frac{1}{2}$ .
  - i. One Ph.D. Institute fellowship will be allowed per year per supervisor, with a limit of four fellowships in total.
  - ii. All Principal Project Investigators having projects (with JRF/SRF position) shall be entitled to have one additional scholar (with Institute fellowship over and above the limit of four), for one current project only. For any further projects the PI can have JRFs/SRFs as provided in Project Guidelines. The JRFs/SRFs shall be counted as supernumerary for purpose of counting total number of candidates registered under a supervisor (applicable to PI).
  - iii. In case of collaborations with other research Organizations/Institutions, with whom the Institute has signed the MOU, joint supervision may be considered supernumerary by Chairman, Senate, on case to case basis.
10. In case of supervision by MNIT Faculty outside MNIT, She/he should seek prior approval of senate with intimation to Dean Academics, in writing. Each such candidate registered under a supervisor will be counted as one.
11. In case a faculty member is suspended/debarred for indulging in lowering the prestige of the institute in any manner he or she shall cease to be a thesis supervisor.
12. A faculty member appointed as Ph.D. supervisor is normally expected to be available to the research scholar in the Institute till the thesis is submitted. However, under unavoidable circumstances, such as long leave, resignation, retirement, or death; an alternative supervisor may



have to be appointed. In such special cases, the appointment of the supervisor will be regulated as mentioned below, and, also student's consent shall be obtained for the change.

- i. If the synopsis of the thesis of the scholar has not yet been submitted,
    - a) And also the scholar has not been awarded Ph.D. candidacy then the Supervisor should cease to be Supervisor if he proceeds on leave for duration of one semester or more.
    - b) If scholar has been awarded Ph.D. candidacy and the Supervisor proceeds on leave for duration of one semester or more, then the Supervisor should immediately inform the Convener, DPGC, whether he intends to continue to guide and supervise the research work of his scholar effectively during his leave period, failing which he should cease to be the Supervisor. In case he continues to be the Supervisor, a joint supervisor may be appointed by the DPGC for the scholar within a month's time.
    - c) If a supervisor ceases to be the supervisor, the joint supervisor (of MNIT) if already appointed, shall act as the supervisor. However if there is no 'other' Supervisors, the DPGC shall immediately appoint alternative supervisor for the scholar within a month's time.
  - ii. If the thesis/ synopsis of the thesis have been submitted before the supervisor proceeds on leave, then she/he can continue to be the supervisor. In absence of supervisor if there is no joint-supervisor (of MNIT), the Convener, DPGC will be the Coordinator. Further, if major revision becomes necessary, than alternative supervisor shall be appointed by the DPGC within a month's time.
13. (i) A faculty member, who is due to retire within the next two years cannot be appointed as the only supervisor but can become joint-supervisor. (ii) If a faculty member on retirement informs that he/she shall continue to effectively supervise the scholar registered under him, he/she can continue as a supervisor. (iii) Emeritus/re-employed supervisor can continue to be a supervisor. In all such cases DPGC shall provide a joint supervisor.
  14. If a Supervisor expires, an alternative Supervisor may be appointed by the DPGC as per 9.1.1 or 9.1.3 based on the status of thesis.
  15. For any special case which is not covered in above clauses the matter may be referred to standing committee comprising of following members:
    - i. Chairperson SPGB (Chairman)
    - ii. Dean Academics (Member)
    - iii. Associate Dean (PG) (Member)
    - iv. Convener DPGC of the concerned department (Convener)

The recommendations of the committee shall be placed before Chairman Senate



Dy. Registrar (Academic)

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