

OFFICE OF THE DEAN
SCHOOL OF HUMANITIES AND SOCIAL SCIENCES
JAMIA HAMDARD, NEW DELHI



Revised Syllabus and Bye-Laws
of
M.Phil & Ph.D. Programme
in
Federal Studies

Note:

- (i) Revised Syllabus & Bye-Laws passed by Joint meeting of BoS and School Board, held on 06 March 2020.
- (ii) 40th Academic Council held on 03 September 2020 vide agenda item No. AC40 (5). Approved Minutes enclosed.
- (iii) Revised Syllabus and Bye-Laws to be effective from the Academic Session 2020-21.

DEAN, SHSS

AC 40 (5): TO APPROVE THE MINUTES OF THE JOINT MEETING OF BoS (CENTRE FOR FEDERAL STUDIES, AND ISLAMIC STUDIES) AND SCHOOL BOARD, SCHOOL OF SCHOOL OF HUMANITIES AND SOCIAL SCIENCES HELD ON 6TH MARCH, 2020

A joint meeting of Board of Studies of Centre for Federal Studies and D/o Islamic Studies and School Board of School of Humanities and Social Sciences held on 6th March, 2020 to discuss and approve the following;

1. Introduction of the Masters in Public Policy, including its course design and bye-laws;
2. Restructuring and revision of the syllabus of M.Phil and PhD programme and its bye-laws;
3. Syllabi and bye-laws of the B.A. (Hons.) and M.A. programmes in Islamic Studies.

The above Minutes of the BoS along with annexure is placed before the Academic Council for approval. Annex - Ac(40) 5

Secretary
Academic Council

JAMIA HAMDARD
(DEEMED TO BE UNIVERSITY)
HAMDARD NAGAR, NEW DELHI-62

MINUTES OF THE 40th MEETING OF THE ACADEMIC COUNCIL HELD ON 3rd SEPTEMBER, 2020 AT 11.30 A.M. AT HAMDARD CONVENTION CENTRE, JAMIA HAMDARD, NEW DELHI-110062

PRESENT (PHYSICALLY):

1. Prof. (Dr.) Seyed E. Hasnain, Vice-Chancellor - Chairman
2. Prof. Y.K. Gupta - Member
3. Prof. S.H. Ansari
4. Prof. M. Afshar Alam
5. Prof. Mohammad Amir
6. Prof. Ravichandran
7. Prof. Ajay Kumar Singh
8. Prof. Masood Parveez
9. Prof. Farhan Jalees Ahmad
10. Prof. Mohd. Aslam -
11. Prof. S.M. Arif Zaidi
12. Prof. M.Z. Abdin
13. Prof. G.Y. Anjum
14. Prof. M. Sarwar Alam
15. Prof. Suhel Parvez
16. Prof. Uma Bhandari
17. Prof. Kanchan Kohli
18. Prof. Vidhu Aeri
19. Prof. Ona P. Desai
20. Prof. Shibu John
21. Prof. Reshma Nasreen
22. Dr. Shayama Kumari Razdan
23. Prof. Ramba Pathak
24. Prof. Khaja Naseeruddin
25. Prof. Reva Tripathi
26. Prof. Begum Farzana Islam
27. Prof. Amit Sharma
28. Prof. S. Raisuddin
29. Prof. A.A. Firdausi
30. Prof. Kalim Javed
31. Prof. Geeta Chawla
32. Prof. Abul Kalam Najmi
33. Prof. Iqbal Alam
34. Dr. Mohd. Akram
35. Dr. S. Nadimul Haque
36. Mr. Mirza Wazir Hussain

4	PG Diploma in Computer Applications	PGDCA	662
5	PG Diploma in Artificial Intelligence	PGDAI	663
6	PG Diploma in Machine Learning	PGDML	664
7	Masters in Business Administration (Distance)	MBAD	665
8	Masters in Computer Applications (Distance)	MCAD	666

ISSUE OF MIGRATION CERTIFICATE TO THE PASS OUT STUDENTS FROM SODL:

CHARGES FOR ISSUE OF DUPLICATE IDENTITY AND ADMIT CARD:

Resolution of BoM:

"The BoM approved the proposal of Dean, SODL to allocate code numbers to new academic programs, issue of Migration certificate to the passed out students of SODL and revision in the charges for issue of duplicate identity and admit card.

- C. CHARGING OF FEES FOR ISSUE OF PROVISIONAL CERTIFICATE, MIGRATION CERTIFICATE AND DEGREE CERTIFICATE FROM THE ODL STUDENTS AT THE TIME OF ADMISSION ITSELF FOR THE CERTIFICATE/DIPLOMA/PG DIPLOMA PROGRAMMES AND IN THE FINAL YEAR OF UG AND PG PROGRAMMES.**

Resolution of BoM:

"Regarding charging of fees for issue of provisional certificate, migration certificate and degree certificate from the ODL students at the time of admission itself for the certificate/diploma/PG diploma programs and in the final year of UG and PG programs. it resolved to reduce the charges by half as mentioned in the agenda i.e. from Rs. 500 to Rs. 250."

The AC noted the above matters and resolutions adopted therein by the Board of Management as brought out in the agenda items."

- AC 40 (5): TO APPROVE THE MINUTES OF THE JOINT MEETING OF BoS (CENTRE FOR FEDERAL STUDIES, AND ISLAMIC STUDIES) AND SCHOOL BOARD, SCHOOL OF HUMANITIES AND SOCIAL SCIENCES HELD ON 6TH MARCH, 2020**

The House deliberated on the Minutes of the joint meeting of the BoS, Centre for Federal Studies and Department of Islamic Studies and School Board of SHSS

Prof. G.Y. Anjum suggested that earlier AC decision to accept the degree of 'Alimiayat' and 'Fazilat' asqualification for admission to B.A. and M.A. programs, respectively needs to be reviewed. The AC accepted this suggestion and resolved that the same be reviewed in the meeting of the School Board, whenever convened and the same be presented to the next meeting of the AC.

"After that, the AC resolved to approve the Minutes of the meetings of the Board of Studies, Centre for Federal Studies and Department of Islamic Studies and School Board held on 6/03/2020"

AC 40 (6): TO APPROVE THE MINUTES OF THE BOARD OF STUDIES OF SCHOOL OF OPEN AND DISTANCE LEARNING (SODL) HELD ON 4/02/2020.

Dean, SODL informed the house that PG Diploma courses, listed below, as recommended by the BoS, designed and structured jointly in consultation with Department of Computer Science & Engineering shall be run through distance mode. These courses are big in demand and there will be no extra financial burden to start these programs.

After discussion, the AC resolved to approve the Minutes of the BoS of SODL along with Programmes Project Reports (PPR), course structures of the following programs to be started from July 2020/January 2021 session:

1. PG Diploma in Big Data Analytics
2. PG Diploma in Cloud Computing
3. PG Diploma in Internet of Things
4. PG Diploma in Cyber Security and Digital Forensics
5. Diploma in Professional Arabic
6. Certificate in Computer Hardware

It was decided to review the demand of these programmes and only those programmes who have good demand should be allowed to continue.

AC 40 (7): MINUTES OF THE BOARD OF STUDIES OF SCHOOL OF OPEN AND DISTANCE LEARNING (SODL) HELD ON 23/12/2019.

Dean, SODL briefed the house that the following programmes have been proposed by the BoS, SODL for introduction from academic year July 2020/January 2021 which have been designed by the Expert Committees

CENTRE FOR FEDERAL STUDIES
SCHOOL OF HUMANITIES & SOCIAL SCIENCES
Jamia Hamdard, New Delhi

M.Phil/ Ph.D. Course Work

(Approved by Joint meeting of BoS & School Board held on 06/03/2020)

Bye-Laws

Subject to relevant rules/bye-laws/ guidelines and other statutory decisions as laid down from time to time by the University and statutory bodies of the Government of India, Bye-laws governing the course are as follows.

Eligibility for Admission

55% marks in the aggregate in the Masters Examination recognised by the statutory bodies of India. The process of selection will be as determined/laid down by the Centre/University from time to time.

Duration

M.Phil/Ph.D Course Work

One semester Course Work.

M.Phil Duration

Two consecutive semesters (one- year), extendable by a further period of one more year (Two Semester)

Ph.D Duration

As per the UGC Guidelines.

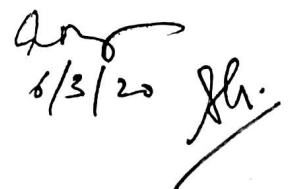
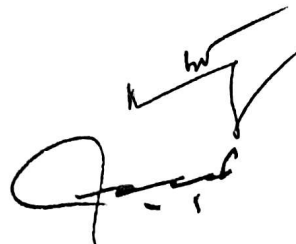
Attendance

75% attendance is mandatory for writing end semester exams.

Examination & Evaluation

Centre follows credit based letter grade system.

- Pass percentage will be 50% (i.e. in B in letter grade system) in each paper.
- The ratio between the end-semester examination and internal assessment marks will be 75:25.
- Internal assessment/performative assessment is a continuous process. Research are expected to write two term papers either essays/field study based reports, literature review, appraisal of policy or as instructed or specified by the course teachers, followed by two seminar presentations.



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Supplementary and improvement examination

There will be supplementary/ improvement examination after each semester/ annual examination. A student may have choice to appear in the backlog papers in the supplementary examination or in the subsequent regular semester/ annual examination with a prescribed fee as laid down by the University from time to time.

A student who cleared all the papers of a semester/annual examination of a programme/course will be eligible for Improvement Examination on the following conditions:

- (i) A student shall be eligible to appear at the improvement examination if he/she secures 'C' and 'P' grade in any course.
- (ii) For the purpose of determining the SGPA/CGPA, the better of the two performances (regular and improvement) in the examinations shall be taken into consideration.
- (iii) The supplementary examination will be held within one month of declaration of result.
- (iv) The improvement examination will be allowed only once within one year of the date of the original examination.
- (v) The marks/ grades scored by the students in the improvement examinations shall not be considered for award of ranks, medals, prizes etc.
- (vi) The students who will take Repeat/ Supplementary Examinations, will not be entitled to be considered for the award of medals, prizes, and ranks, etc.

Re-evaluation of Answer books

Students may be allowed to seek re-evaluation of his/her answer book by submitting a written application, along with necessary fee, within one week after declaration of results. Re-totalling of marks examinations will be allowed within one week from the date of declaration of results.

Promotion criteria from semester/ annual examination

A student will be required to clear minimum 50% of his/ her papers in a semester/annual examination to be eligible for promotion to the next semester/ year.

Distribution of Credits

Sl. No.	Paper Code-Title	Semester	Credit
1	MPHD 101: Research Methodology (Compulsory)	1 st Semester	06
2	MPHD 102: Research and Publication Ethics (Compulsory)	1 st Semester	04
3	MPHD 103: Federal Theory, Epistemology and Methodology (Compulsory)	1 st Semester	06

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4	M.PHD 104: (Elective) Researcher has to opt one paper out of three choice based elective papers	1 st Semester	10
5	M.Phil. Dissertation Evaluation	2 nd Semester	
	Internal		10
	External		10
	Viva Voce		10
Total Credits of M.Phil Programme :			56

M.Phil./ Ph.D. Course Work Total Credits: 26

Note: First two papers on Research Methodology i.e. Paper on Research Methodology and Paper on Research and Publication Ethics shall be common to all Ph.D Programmes of the School.

Grading System

The following grading system under 10 points scale will be adopted:

Table for pass marks 50

Letter Grade*	Grade Point**
O (Outstanding)	10
A+ (Excellent)	9
A (Very Good)	8
B+ (Good)	7
B (Above Average)	6
C (Average)	5
P (Pass)	5
F (Fail)	0
Ab (Absent)	0

*Letter Grade: It is an index of the performance of students in a said course. Grades are denoted by letters viz, O, A+, A, B+, B, C, P and F.

**Grade Point: It is numerical weight allotted to each letter grade on a 10-point scale.

Converting the marks into letter grades

Letter Grade	Grade Point	Range of Percentage of Marks
O (Outstanding)	10	90 and above to 100 (90-100)
A+ (Excellent)	9	80 and above and Less than 90 (80<90)
A (Very Good)	8	70 and above and Less than 80 (70<80)
B+ (Good)	7	65 and above and Less than 70 (65<70)
B (Above Average)	6	55 and above and Less than 65 (55<65)
C(Average)/ (Pass)	5	50 and above and Less than 55 (50<55)
F (Fail)	0	00 and above and Less than 40 (00<50)
Ab (Absent)	0	--

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A student obtaining Grade 'F' shall be considered failed and will be required to reappear in the examinations.

Formula for Conversion of CGPA into percentage of Marks.

The Percentage equivalent to the CGPA shall be obtained by using the following formula:

Equivalent percentage of CGPA = CGPA x 10

Classification of Results

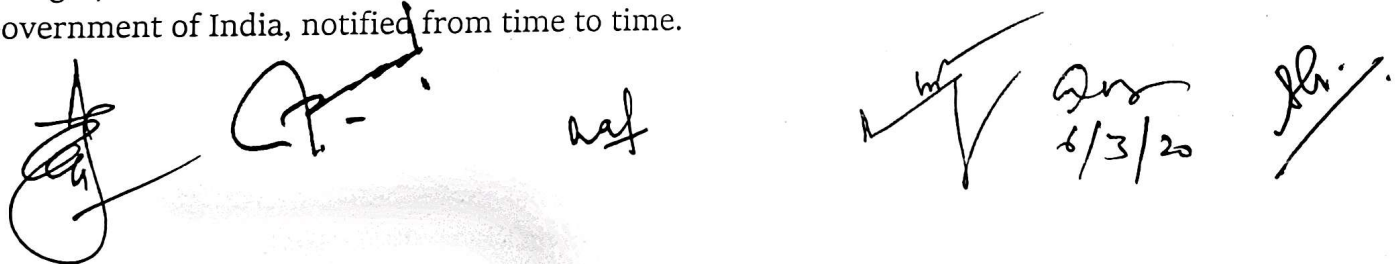
The following formula may be considered for adoption by the University for the Award of class/ division.

Table for pass marks 50

Range of CGPA	Division/Class
CGPA of 7.5 and above and upto 10	I Division with Distinction
CGPA of 6.00 and above and less than 7.50	I Division
CGPA of 5.00 and above and less than 6.00	II Division

Amendment in the Bye-Laws

If not otherwise stated, above bye laws will stand automatically amended as per changes/amendments in the relevant acts/ rules/ ordinances/ statutes of the University and Government of India, notified from time to time.

The bottom of the page contains several handwritten signatures and initials. From left to right, there is a large, stylized signature, a signature that appears to be 'A.P.', the initials 'nrf', a signature that looks like 'W.V.', the date '6/3/20', and a signature that appears to be 'Jli.'.