INDIAN INSTITUTE OF TECHNOLOGY BOMBAY

Date : 6th May 2023

Implementation Committee Report on the 'Commencement' ceremony and report of the event 'Commencement 2023' held on 2nd May 2023.

Implementation committee report on 'Commencement' ceremony

The Senate in its 255th meeting held on 14th February 2023, approved the new form of Convocation called the 'Commencement' ceremony. 'Commencement' a special event to be conducted once every year to gather all students likely to be soon graduated. It does not depend on the completion of any graduation requirements (such as courses, grades etc). Participating in the 'Commencement' event does not mean that the students are graduated. The idea to hold this event was that the maximum no. of students can attend the event, when they are already on campus, have a photo with the Director, along with their batch mates on the convocation stage and it can be in the presence of their parents/family members.

The main Convocation programme which takes place in August will be now replaced by 'Commencement' in the month of May, so that students get to attend it with their parents/family members and have the photo op as is normally done during the regular convocation. Degree granting, which is now de-coupled from the commencement programme, will be done during the month of August in the respective departments after verification of graduation requirements.

Prof. Avinash Mahajan, Dean of Academic Programmes was the Convener of the Implementation Committee for the 'Commencement 2023' ceremony.

The Implementation Committee met for three-four times for execution of the 'Commencement' event.

The committee decided on the logistics and infrastructure (fixtures, hardware and software) requirements, structure of the programme, day for the event, formation of subcommittees and the allocation of duty for sub-committees and stakeholder offices involved to implement the event.

It was estimated that around 2500 students may participate in the event with their parents and relatives, total persons on the day of event was estimated to be around 7000-8000 (including students' parents/guest and others). The committee deliberated on various option for the venue to accommodate such a large participants, on campus for this event to hold the event in one session. The options of Gymkhana grounds, the OAT in SAC, indoor badminton court, indoor volleyball, basketball courts, etc. were considered. The committee felt it is not possible to hold the event in any of the

indoor courts, as it will damage the courts. The Gymkhana grounds and OAT, SAC were also ruled out, as it will require the air conditioning and other major necessary logistics, such as erecting a stage, seating arrangement, etc. for the event. The committee felt it is not feasible to have the Gymkhana grounds or OAT, SAC as venue for the event. Therefore, the committee concluded and decided that this year, the event can be held in Convocation hall only.

After, it was decided to hold the event in the convocation hall, the committee, considering the limitation of seating capacity of the convocation hall, (which can accommodate about 1500 participants at a time) came to conclusion that the event can be held in 2/3 sessions in a day. The committee decided that first session, to be held in morning around 11.00 am onwards, where the structure of the programme will be similar to the convocation, except for the conferment of degrees to the graduating students. The 2nd and/or 3rd sessions can be held after completion of 1st session in afternoon (after lunch break), where the photo op for the students can be held – PG in 2nd session and UG in 3rd session.

In the 1st session, only students will be allowed entry to the convocation hall. The parents and family members of the student will be seating in various other venues, such as LHC, VMCC, PCSA, etc. during 1st session. The students along with their parents and family members will be allowed in the convocation hall, in 2nd and/or 3rd session meant for the photo op of students. It was decided that for photo, a 'Scroll' will be handed over by the Director to the students on the stage.

The committee decided that there should be eligibility criteria for the students to attend the 'Commencement' event and according to eligibility criteria, the students should be allowed to attend the event. The committee requested the Head, ASC to develop a new portal/interface for eligible students to register online. It was suggested that the interface should also include the features like distribution/management of uttariya, lunch coupons, visitor's pass for parents/family members of the student for entry into the campus, provision to enter the no. of guests (parents/family members) accompanying with the students for the event and to have a several reports of the entered data. The committee decided that the eligibility criteria should be provided by the Dean (AP)/Assoc. Dean (AP).

The committee also decided that the date of 'Commencement' event can be held on or immediately after the 'Last date for showing answer scripts to students' as mentioned in the Academic Calendar.

The committee decided that no accommodation will be provided by the Institute for the student's parents/family members who will be attending the 'Commencement' event. The students themselves have to arrange accommodation for their guests.

The committee submitted their decision/recommendations to the Director, who agreed to the recommended structure and venue for the 'Commencement 2023' event this

year. He also agreed to the day (on or immediately after the 'Last date for showing answer scripts to students') for holding 'Commencement' event every year, as recommended by the Implementation committee.

He suggested that the event be called (named) as 'Commencement', in English and 'Navarambha' in Hindi which was accepted by the committee.

There will be no convocation held in August as earlier, but an event of distribution of degrees to the graduated students (after confirming the student has met the graduation requirement) and award of medals, award of excellence in PhD Thesis to eligible students will be held after 3rd week of August in respective academic units. This will be held in a week long duration and may not be on a one single day. This will be the same event as held every year in the department which used to be held on the day of convocation (but now it will be held in a period of time).

The interim convocation in February, will continue to be held as per existing format.

With these recommendations of the Implementation committee and agreed by the Director, the 'Commencement' event for the year 2023 was decided to be held in May 2023.

Report on 'Commencement 2023' held on 2nd May, 2023

This year (2023) the event 'Commencement 2023' was held as per below arrangements :

The Three Overall Co-coordinators, namely, Prof. P. P. Date, Dept. of Mech. Engg., Prof. K. G. Suresh, Dept. of Physics and Prof. Somnath Basu, Dept. of MEMS were appointed to look into all the aspects of logistic arrangements, allotment of slots, allotment of marshals for afternoon session and coordination with the various stakeholder offices/officers and staff.

The student representatives and their students volunteers, staff of Security office, ASC, Academic office, PRO, CDEEP, Dean (SA), Estate, EMD, and other offices helped the overall coordinators in smooth holding of the event.

1. Convocation hall was the venue for 'Commencement 2023' and was held on 2nd May 2023.

2. Held in two sessions – Session-I (Main session) and Session-II (Photo op sessions). The 1st session was held similar to the Convocation.

3. The eligibility criteria was decided as follows :

For PG : **2021** or earlier (**2 yrs**) and **2020** or earlier (**3 yrs**)

For UG : **2019** or earlier (**4 yrs**) and **2018** or earlier (Dual Degree-**5 yrs**)

For PhD (including Dual Degree): Any year, presynopsis completed by 30th April **2023**. Overridable for PhD students – On declaration by the PhD supervisor of the student that the student is likely to submit the Pre-synopsis by 31st October, **2023**.

For others (i.e exited from programme) : The exit approved by the concerned authority or applied for exit and recommended by the Head of the Dept.

4. ASC provided the portal for registering the student for the event based on the eligibility criteria set by the Dean of Academic Programmes. Eligible students were registered themselves and for their family members for the event. Bar code and QR code were generated to scan for entering the venue. Auto invitation on successful registration with bar code and auto email of pledge format to the students were implemented by ASC.

5. The 'commencement **2023**' committee (same as convocation committee) and subcommittees of stake holders for the event were formed and had several meetings.

6. The Dean (SA) office in coordination with PRO took care of lunch arrangements and distribution of lunch boxes for students and their parents in LHC/LCT.

7. The distribution of uttariya to the department was arranged by Academic office. The schedule for handing over the Uttaria to the Academic units was conveyed by the Academic office.

8. The Lunch coupons were directly sent by the PRO to Academic Units.

9. The distribution of uttariya and lunch coupons to the students were done by the respective academic units.

10. The students were allotted slots in the afternoon session from A to T, according to Department and PG & UG programme. This was done by the GsecAA (PG & UG) in coordination with the overall coordinators for the event.

11. The seating arrangements in the convocation hall was also done by the GsecAA (PG & UG). Only seating blocks were created for the Institute Guest, Faculty, Staff and students in the 1st session.

12. The student entry to the convocation hall in both the sessions were efficiently and smoothly handled by the ASC and Security staff with the help of students volunteers, without any interruption.

13. The crowd management in the LHC and inside the convocation hall was taken care by the Student volunteers and Security staff.

14. The overall coordinators, Chief Marshals, Departmental Marshals, Student representatives, student volunteers, Security staff and the helping staff of academic office were assigned specific roles of work and were placed at the specific places in the hall for smooth conduct of Photo op. Sessions.

The event 'Commencement 2023' held as per the below programme.

At the outset, 'Commencement 2023' event was a grand success where members of Board of Governors, Senators, Faculty members, Staff and several other distinguished guest were present besides the soon to be graduate students (around 2100) and their parents/family members (around 5000).

The 1st session started at 11.00 am and was similar to the traditional Convocation ceremony: uniformly dressed students in white attire, Academic procession, addresses of Director, Chairperson, BOG, Response of awardee of degree of Doctor of Science (honoris causa), Chief Guest (Recorded) and Guest of honor, administering the Pledge by the Dean (AP), students taking the pledge and singing of National anthem. The 1st session ended at 12.30 pm. Only 1200 students were allowed to enter for session I on first come first basis.

Shri Dharmendra Pradhan, Hon. Union Minister for Education, Skill Development and Entrepreneurship, was the Chief Guest for 'Commencement 2023', who could not attend the ceremony due to last minute changes in his schedule. He sent his address as a video clip which was played during the event.

Dr. Anil Kakodkar, Chancellor, Homi Bhabha National Institute; Chairman, Rajeev Gandhi Science and Technology Commission; and Member, Atomic Energy Commission graced the occasion as the Guest of Honour. The Chairperson, Board of Governors (BoG), IIT Bombay, Dr. Sharad Kumar Saraf presided over the function.

The degree of Doctor of Science (honoris causa) was bestowed on Prof. Rohini Godbole, Honorary Professor, Centre for High Energy Physics, IISc Banglore, in recognition of her immense contribution to particle physics and the promotion of science.

The 2nd session a photo-op session was started at 1.30 pm. – for taking Photo on stage with the Director handing over the 'Scroll' to student. On the stage, the Director was wearing the robe and students in white attire. According to the slots,

the respective HoDs were also present wearing the robe on the dais alongwith the Dean (AP) and Assoc. Dean (AP). In the afternoon session, about **2023** students who are likely to graduate, were invited for a photo opportunity with the Director on the dais. The students include **1016** undergraduate, **875** postgraduate and **132** PhDs. Around **4751** Parents of the students attended this event.

The 'Commencement 2023' event gave an opportunity for the entire graduating batch to celebrate their stay in the Institute along with their batchmates, and with their family and friends to the campus to partake in the joy.

The event of degree distribution to the students will be held in August **2023** in respective departments.

Submitted.
Encl. : Minute-to-minute programme of 'Commencement 2023'.

The Implementation committee for 'Commencement' :

Prof. Avinash Mahajan	Prof. Suvarn Kulkarni
Dean (AP)	Assoc. Dean (AP)
Prof. Suryanarayana Dulla	Prof. Atul Srivastava
Dean (SA)	Assoc. Dean (SA)
Prof. P. Vedagiri	Prof. Ramesh Singh
Assoc. Dean (IPS)	Assoc. Dean (IPS)
Prof. Anurag Garg	Prof. P. Sunthar
Assoc. Dean (IPS)	Head, ASC
Prof. Sanjeev Chaudhari	Prof. Somnath Basu
Chairman,	Dept. of MEMS
Security Advisory Committee	
Prof. P.P. Date	Prof. K.G. Suresh
Dept. of Mech. Engg.	Dept. of Physics
Registrar	Dy. Registrar (Acad)
GsecAA (PG)	GsecAA (UG)

Dated : 6th May **2023**

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