

MINUTES OF MEETING OF THE 15th ACADEMIC COUNCIL HELD ON 23rd DECEMBER 2016

The 15th meeting of the Academic Council was held on 23rd December 2016 at 03:00 p.m. at Leading University (LU), Permanent Campus Ragib Nagar, Kamal Bazar, Sylhet. Prof. Dr. Md. Qumruzzaman Chowdhury, Hon'ble Vice Chancellor, LU and Chairman of the Academic Council, LU presided over the meeting.

The following members attended the meeting:

1. Prof. Dr. Md. Qumruzzaman Chowdhury, Hon'ble Vice Chancellor, LU	Chairman
2. Mr. Syed Abdul Hannan, Chairman (Acting), Board of Trustees, LU (Nominee, Board of Trustees)	Member
3. Brigadier General (Retd.) Md. Nurul Huda, PBGM, BGBM CEO, RRF and Advisor to Hon'ble Chairman, BoT, LU (Nominee, Board of Trustees)	Member
4. Prof. Dr. M. R. Kabir, Pro-Vice Chancellor, UAP, Dhaka (Syndicate Nominee)	Member
5. Prof. Dr. A.N.M. Meshquat Uddin, Vice Chancellor, Presidency University (Syndicate Nominee)	Member
6. Prof. Dr. Khandoker Mohammad Mominul Haque Dean, Faculty of Modern Science and Head, Dept. of EEE, LU	Member
7. Prof. Md. Nazrul Islam Dean, Faculty of Business Administration (BuA) & Head, Dept. of BuA, LU	Member
8. Prof. Md. Abul Kalam Chowdhury, Head, Dept. of Islamic Studies, LU	Member
9. Prof. Ar. Chowdhury Mushtaq Ahmed Advisor, Dept. of Architecture, LU	Member
10. Prof. Dr. Zahurul Alam, Dept. of BuA, LU	Member
11. Prof. Dr. Noor Mohammad, Head, Dept. of Law, LU	Member
12. Mr. Muhammed Nazrul Islam, Asst. Prof. & Head (Acting), Dept. of English, LU	Member
13. Mr. Md. Asaduzzaman Khan, Asst. Prof. & Head (Acting), Dept. of CSE, LU	Member
14. Mr. Md. Shawkat Jahan Chowdhury Asst. Prof. & Head (Acting), Dept. of Architecture, LU	Member
15. Mr. Abul Abrar Masrur Ahmed Asst. Prof & Head (Acting), Dept. of Civil Engineering, LU	Member
16. Mr. KMA Shafique, Head (Acting), Dept. of Public Health, LU	Member
17. Mr. Md. Rezaul Karim, Director, IQAC and Asst. Prof. Dept. of English, LU	Invitee
18. Engr. Md. Lutfor Rahaman, In Charge, Controller of Examinations, LU	Invitee
19. Prof. Dr. S. M. Ali Akkas Registrar (Acting), LU	Member Secretary

Welcome Address:

- At the outset the Chairman of the Academic Council thanked and gave heartfelt felicitation to all the members present in the meeting.
- The Academic Council expressed its deep shock at the sudden demise of Maj. Gen (Retd) Prof. Dr. Md. Nazmul Islam, Principal of Jalalbad Ragib Rabeya Medical College and Hospital from massive brain stroke. Highlighting his colorful life and achievement, the meeting humbly recalled his contributions towards the development of the university and expressed condolence to the bereaved family. A special Munajath in the meeting was organized and led by Prof. Md. Abul Kalam Chowdhury seeking blessings for his departed soul.

Agenda 15 (1): Confirmation of the Minutes of 14th Academic Council Meeting Held on 27th May 2016

Decision: The minutes of the 14th Academic Council was read out in the meeting and approved accordingly.

Agenda 15 (2): Approval of the Results of the Graduating Students of Spring-2016 to Summer-2016 Semester

Decisions:

1. The detail result statement of the exam of the Summer-2015 and Fall-2015 Semesters were placed before the Academic Council in a standard format and approved accordingly.
2. The results of Spring-2016 and Summer-2016 semesters were recommended for approval.
3. The detail result statement of the exam of the last 02 (two) years would have to be prepared in a comparative format and to be placed in the next Academic Council meeting.
4. The total number of passed, dropped out and failed students to be identified and to be placed in the next Academic Council meeting.

Agenda 15 (3): Makeup, Retake, Improvement and Other Examinations

Decisions: In line with the existing rules on Makeup, Retake and Improvement examinations, the following rules including the ones on Supplementary and Reading Courses recommended by the Sub-committee were approved:

1. Rules of Makeup, Retake and Improvement Examinations

- a) **Makeup Examination:** Makeup tests and examinations may be given by the course teacher on the exceptional ground of serious illness after production of medical certificate or any such reason that has prevented the student from taking the test or the examination within 10 days after the Midterm/Final Exam is over. (Continuous assessment marks will remain valid for the said students). – Ref: Rule 2.15, Compilation of Regulations, LU.
- b) **Retake Examination:** Students failing to appear at the Final examination or obtaining less than GPA 2.0 in a course will be treated as 'Fail' in that course. In that case the student will retake the course(s) within two consecutive semesters to pass and complete the course(s). Continuous assessment marks will remain valid for the said students. – Ref: Leading University At A Glance
- c) **Improvement Examinations:** Students who obtained Grade B (Grade Point 2.75) or below in a course, he/she may avail the opportunity for improving the results by retaking the course, but in this case chance will be given once, at the next immediate semester. If a student can't improve in the course, the earlier grade will be retained. (Continuous assessment marks of the relevant semester will remain valid for the said students). – Ref: Leading University At A Glance

2. Supplementary Examination and Reading Courses

In order to address emerging situation the following rules based on the recommendations of the Sub-committee were agreed upon:

- a) **Supplementary Examination:** The students of final semester who could not pass in course(s) maximum of 12 credits through provisions laid down in Rule 1 above may be permitted to appear at the supplementary examinations to facilitate his/her passing out. Supplementary examination will commence within 15 days after publication of final semester result. Continuous assessment marks will remain valid to these students. The fees of the supplementary examination will be 20 percent higher than regular fees per credit.

The student(s) who failed more than 12 credits he/ she will have to complete their credits after taking special permission of the authority. In this case, re-registration will be required for any semester(s) to complete the rest course(s) along with regular courses.

b) **Reading Courses:**

Dropped out students or students who are time barred or whose validity of registration has expired may be permitted on special ground by the authority to appear at the 100 marks examination after re-admission in the program for courses maximum of 12 credits.

3. **Honorarium:** Honorarium of the Teachers for Supplementary/ Reading examination will be Tk. 1500/- for 03-04 credits course(s) and Tk. 1000/= for 01-02 credit course(s) except thesis/ dissertation/internship/project/viva voce.

4. Overlapped Examination

If there is any overlap of any course(s) in the examination routine, the date of taking overlap examination will also be shown in the relevant examination routine. The overlapped exam(s) will be taken in an arrangement same as make-up examination.

Agenda 15 (4): Approval of adjustment of Syllabus of MBA Program

Decision:

The proposed adjustment of Syllabus of MBA program was approved with the following recommendation:

The Department of Business Administration will modify the syllabus submitted in the 9th, 10th and 15th Academic Council and submit an integrated syllabus of MBA Program in the next Academic Council meeting.

Agenda 15 (5): Consideration of the prayer of a student namely Sanjida Sharmin, ID: 0703010003 of BBA Program for issuing Transcript and Certificate

Discussion:

Sanjida Sharmin, ID: 0703010003, a student of BBA Program of Leading University Dhaka Campus applied on 16 August 2016 for issuing Transcript and Certificate. She claimed that she completed 124 credits including project for the BBA Program and deposited all the fees for the program. But, as per record

maintained by Dhaka Campus of LU she got admitted in Fall Semester 2007. As per decision of the 7th meeting of the Academic Council of LU (held on 10 June 2010) "undergraduate students should complete the program within 08 (eight) years from the date of his/her registration". So, her studentship was expired on Summer Semester 2015 and she completed only 106 credits including project. In this circumstance, the authority recommended to place the matter to the Academic Council.

Decision:

The Academic Council permitted Sanjida Sharmin, ID: 0703010003 of BBA Program to get readmission to complete the following left over courses:

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| 1. ACT-113 | Financial Accounting |
| 2. BUA-215 | Business Law |
| 3. ACT-313 | Cost Accounting |
| 4. ACT-321 | Management Accounting |
| 5. BUA-319 | Entrepreneurship Development |
| 6. ELA-101 | English Writing & Listening Skills, or |
| CSE-213 | Internet & E-commerce, or |
| UGE-2016 | Introduction to Political Science |

She will have to pay the fees for readmission.

Agenda 15 (6): Placement of the Prayer of Students for Extension of Period of Registration

1. Discussions:

- a. Arif Ahmed, ID: 0803010061, a student of BBA Program of Leading University applied on 26 September 2016 for extension of period of registration. He got admitted in Fall Semester 2008 and completed 118 credits out of 124 credits. As per rules of Leading University the validity of registration of BBA Program was 8 years but he could not complete the program within the stipulated time due to his personal problem and he needs just a semester to complete the rest 06 credits.
- b. Jannath Siddika, ID: 0801010120 a student of BBA Program of Leading University applied on 14 November 2016 for extension of period of registration. She got admitted in Spring Semester 2008 and completed 120 credits out of 124 credits. As per rules of Leading University the validity of registration of BBA Program was 8 years but she could not complete the program within the stipulated time due to her personal problem. She needs just a semester to complete the rest 03 credits.
- c. Siddique Jalal Uddin Alberny, ID: 0303010601 a student of MBA Program of Leading University applied on 01 October 2016 for extension of period of registration. He got admitted in Fall Semester 2003 and completed 60 credits out of 63 credits. As per rules of Leading University the validity of registration of MBA Program is 4 years but he could not complete the program within the stipulated time due to his professional ground and he needs only a semester to complete the rest 03 credits.

In this circumstances, the authority recommended to place the abovementioned issues to the Academic Council meeting.

Decision:

The Academic Council recommended the following students for readmission for 01 (one) semester:

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| a. Arif Ahmed | ID 0803010061 | BBA program |
| b. Jannath Siddika | ID 0801010120 | BBA Program |
| c. Siddique Jalal Uddin Alberny | ID 0303010601 | MBA program |

2. Discussion:

Masnun Islam, ID: 0901010051 a student of BBA Program of Leading University applied on 28 August 2016 for extension of period of registration. He got admitted in Spring Semester 2009 and completed only 75 credits out of 124 credits. As per rules of Leading University the validity of registration of BBA Program was 8 years but he could not complete the program within the stipulated time due to his personal problem and he needs four semesters to complete his graduation. In this circumstance, the authority recommended to place the issue to the current Academic Council meeting.

Decision:

The Academic Council declined to consider the prayer of Masnun Islam, ID: 0901010051, BBA Program, Leading University for extension of the period of registration.

Agenda 15 (7): Placement of Draft Statutes of Leading University Center for Research & Development

Decisions:

The Draft Statutes of Leading University Center for Research & Development was approved with the following changes:

- a) Clause-2: The text "acquire its legal status and administrative and financial independence; to be" has to be replaced by "shall serve as an autonomous unit of the university and to be".
- b) Clause-7: The serial no "7.9" has to be deleted including the text in it.
- c) Clause-7: 7.11: The text "articles" has to be replaced by "proposal from faculty members".
- d) Clause-7: 7.12: The text "To call for research award once in a year" has to be replaced by "To call for Danobir Dr. Syed Ragib Ali research award once in a year".
- e) Clause-9: The serial no "9.3" and "9.4:" have to be deleted along with the text therein.
- f) Clause-11: The serial no "11.7" has to be deleted including the text in it.

Agenda 15 (8): Redesigning the science and technology related education programs in Bi-semester instead of Tri-semester:

Decisions: The science and technology related education programs will be operated in Bi-semester instead of Tri-semester only for undergraduate programs.

Agenda 15 (9): Placement of Proposal regarding CGPA in the Original & Provisional Certificates:

Decisions: The CGPA, Semester and Year will be mentioned in the Original & Provisional Certificates. In this regard a committee was formed comprising the following members:

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| 1. Prof. Md. Nazrul Islam | Convener |
| Dean, Faculty of Business Administration (BuA) & Head, Dept. of BuA, LU | |
| 2. Prof. Dr. Khandoker Mohammad Mominul Haque | Member |
| Dean, Faculty of Modern Science and Head, Dept. of EEE, LU | |
| 3. Prof. Dr. Zahurul Alam, Dept. of BuA, LU | Member |
| 4. Mr. Muhammed Nazrul Islam, Asst. Prof. & Head (Acting), Dept. of English, LU | Member |
| 5. Engr. Md. Lutfor Rahaman, In Charge, Controller of Examinations, LU | Member Secretary |

Agenda 15 (10): Miscellaneous:

A. Approval of Changes in the Syllabus of the Department of Civil Engineering, LU

Decision: After a threadbare discussion the Academic Council opined that there are some problems with the name of the course code with the respective semester of the courses of the Department of Civil Engineering and approved the following changes in the Syllabus proposed by the Faculty Meeting of the concerned department:

Syllabus: Second Year: Semester II					
Current			Approved Change		
Course Code	Course Title	Credit	Course Code	Course Title	Credit
CE 331	Environmental Engineering I	3	CE 231	Environmental Engineering I	3
CE 332	Environmental Engineering Sessional I	1.5	CE 232	Environmental Engineering Sessional I	1.5

Syllabus: Third Year: Semester II					
Current			Approved Change		
CE 483	Design of Steel Structure	3	CE 383	Design of Steel Structure	3

Specialized Courses: Geotechnical					
Current			Approved Change		
CE 441	Geotechnical Engineering III	2	CE 441	Earth Retaining Structures	2
CE 443	Geotechnical Engineering IV	2	CE 443	Elementary Soil Dynamics	2
CE 445	Geotechnical Engineering V	2	CE 445	Soil- water interaction	2

B. Inclusion of 04 (four) Institutes under the Umbrella of Leading University

Decision:

The Academic Council approved the decisions recommended by the Committee for Inclusion of 04 (four) Institutes under the Umbrella of Leading University. The decisions taken by the Committee for Inclusion of 04 (four) Institutes under the Umbrella of Leading University were as follows:

1. The committee discussed that there is a provision to establish Language Institute in Universities. In line with that Leading University may establish a "Institute of Modern and Indigenous Languages" and Nagri can be one of the languages of the institute to be taught.
2. As regards Ragib Rabeya Bangladesh Sports Academy, the committee discussed elaborately its possibility to fit in the existing legal framework of the university. The committee opined that the Sports Academy might be self reliant within a short period of time. It might be seen as one of the extracurricular activities of the University. Concerned in this way, the academy would eventually

facilitate introducing the BPed & MPed program of the University. Initially the University may start offering certificate courses in sports under a new Department of Physical Education headed by a director with proper educational background.

3. Currently there is no provision to include medical education under private university within the existing legal framework. It can be included as service delivery outlet attached to two hospitals run by the JRMCH (Jalalabad Ragib Rabeya Medical College Hospital).
4. The eligibility of any program under university requires minimum undergraduate and graduate program. The committee investigated and reviewed curricula of Shahjalal Ragib Rabeya Protibondhi institute and found that these are in very elementary level. The committee also found that the institute is mostly self-financed considering the present structure. The committee opined that if some subsidy would be required can be provided from the University as a research component in autism and disability.

As there was no other agenda to be discussed the chairman concluded the meeting with a vote of thank to and from the chair.



Prof. Dr. Md. Qumruzzaman Chowdhury
Hon'ble Vice Chancellor, LU
&
Chairman of the Academic Council



Prof. Dr. S. M. Ali Akkas
Registrar (Acting)
&
Member Secretary of the Academic Council