

MINUTES OF MEETING OF THE 16th ACADEMIC COUNCIL HELD ON 21st July 2017

The 16th meeting of the Academic Council was held on 21st July 2017 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:

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| 1. Prof. Dr. Md. Qumruzzaman Chowdhury, Hon'ble Vice Chancellor, LU | Chairman |
| 2. Mr. Syed Abdul Hannan, (Nominee Board of Trustees), LU | Member |
| 3. Prof. Dr. A.N.M. Meshquat Uddin
Vice Chancellor, Southeast University (Syndicate Nominee) | Member |
| 4. Prof. Md. Nazrul Islam
Dean, Faculty of Business Administration & Head, Dept. Business Administration, LU | Member |
| 5. Prof. Dr. Gazi Abdulla-Hel-Baqui
Dean, Faculty of Arts and Modern Language, LU | Member |
| 6. Prof. Md. Abul Kalam Chowdhury, Head, Dept. of Islamic Studies, LU | Member |
| 7. Prof. Dr. Zahurul Alam, Dept. of BuA, LU | Member |
| 8. Mrs. Rumpa Sharmin, Asst. Prof. & Head (In Charge), Dept. of English, LU | Member |
| 9. Mr. Md. Shawkat Jahan Chowdhury
Asst. Prof. & Head (Acting), Dept. of Architecture, LU | Member |
| 10. Mr. Abul Abrar Masrur Ahmed
Asst. Prof & Head (Acting), Dept. of Civil Engineering, LU | Member |
| 11. Mr. Md. Abdul Musabbir Chowdhury
Asst. Prof. & Head (Acting), Dept. of Law, LU | Member |
| 12. Mr. KMA Shafique, Head (In-Charge), Dept. of Public Health, LU | Member |
| 13. Mr. Mrinal Kanti Dhar, Senior Lecturer & Head (In-Charge), Dept. of EEE, LU | Member |
| 14. Mr. Md. Rezaul Karim, Director, IQAC and Asst. Prof. Dept. of English, LU | Invitee |
| 15. Engr. Md. Lutfur Rahaman, Controller of Examinations (In Charge), LU | Invitee |
| 16. Prof. Dr. S. M. Ali Akkas, Registrar (Acting), LU | Member Secretary |

Welcome Address:

1. At the outset the Chairman of the Academic Council welcomed and thanked the members present in the meeting.
2. Specially the chairman welcomed Prof. Dr. Gazi Abdulla-Hel-Baqui, Dean, Faculty of Arts and Modern Language, Mr. Md. Abdul Musabbir Chowdhury, Head (Acting) Department of Law, Mrs. Rumpa Sharmin, Head (In Charge), Department of English and Mr. Mrinal Kanti Dhar, Head (In-Charge), Dept of EEE of LU as it was the first academic council meeting they were attending.

Agenda 16 (1): Confirmation of the Minutes of 15th Academic Council Meeting Held on 23 December 2016.

Decision: The minutes of the 15th Academic Council was read out in the meeting and approved accordingly with some observations and suggestions as below:

- i) Agenda 15 (3). 2.a: The text "Supplementary examination will commence within 15 days after publication of final semester result" would be replaced by "Supplementary examination will commence within 15 days before/ after publication of semester final result".
- ii) Agenda 15 (4): The Dept. of Business Administration was suggested to finalize and submit the Integrated Syllabus of MBA program in line with the IQAC, LU and UGC guidelines.

- iii) Agenda 15 (10) B 3: The text “JRMCH (Jalalabad Ragib Rabeya Medical College Hospital)” would be replaced by “Jalalabad Ragib Rabeya Medical College Hospital (JRRMCH).

Agenda 16 (2): Approval of the Results of the Graduating Students of Fall-2016 to Spring-2017 Semester.

Decisions:

- a. The result of Fall-2016 and Spring-2017 semesters was approved accordingly.
- b. Committees have to be formed with external members from other Departments to analyze and find out the facts behind constant dropping out of students. The committees were tasked to submit report with analysis of problems of their own department with recommendations.

Agenda 16 (3): Placement of the prayer of students for extension of period of Registration.

Discussions:

- a. Masuma Akter, ID: 0901010517, a student of MBA Program of Leading University applied on 22 January 2017 for extension of period of registration. She got admitted in Spring-2009 and completed 60 credits out of 63 credits. As per Leading University rules the validity of registration of MBA Program was 4 years (Spring 2009 to Fall 2012) but she could not complete the program within the stipulated time due to her personal problem and needing just a semester to complete the rest 03 credits.
- b. Israt Sultana Suhana, ID: 1301010535, a student of MBA Program of Leading University applied on 07 June 2017 for extension of period of registration. She got admitted in Spring-2013 and completed 00 credits out of 63 credits. As per rules of Leading University the validity of registration of MBA Program was 4 years (Spring 2013 to Fall 2016) but she could not complete the program within the stipulated time due to her personal problem needing a little more than 5 semesters to complete the rest 63 credits.

Decision:

The Academic Council approved their prayer for readmission.

Agenda 16 (4): Placement of Draft Proposal and Rules & Regulations of Centre for Modern and Indigenous Languages at LU.

Decisions:

The Draft Proposal and Rules & Regulations of the Centre for Modern and Indigenous Languages at LU was approved with the following modifications:

- a. Clause-4: Eligibility of admission will be determined by the Centre.
- b. Clause 10, 11, 12, 14, 15, 16, 17 and 18 will be deleted along with the text therein.
- c. The existing committee for reviewing the Draft Proposal and Ordinance of Centre for Modern and Indigenous Languages will be enlarged by inclusion of Prof. Dr. Zahurul Alam, Dept. of BuA, LU as member of the committee. The committee will submit the report as soon as possible and place it to the next Academic Council meeting.
- d. The term “Ordinance” will be replaced by “Rules and Regulations”.

Agenda 16 (5): Placement of a few Templates, Guidelines and Concept Notes developed in accordance with QA practices and QUA guidelines of the University Grants Commission.

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Decisions:

Approved for adoption and to be implemented by the IQAC, LU through workshops.

Agenda 16 (6): Miscellaneous:

1. Inclusion of CGPA, Semester and Year in the Provisional and Original Certificates:
 - a. The decision will be made effective after the remaining five thousand certificates are exhausted.
 - b. The Academic Council advised to collect and look into the sample of different universities while finalizing the certificates.
 - c. Language and content of the LU certificates are also to be looked into.

As there was no other agenda to be discussed the chairman concluded the meeting with a vote of thanks 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