

# MINUTES OF MEETING OF THE 18<sup>th</sup> ACADEMIC COUNCIL

## HELD ON 29 December 2017 at 3.30 PM

The 18<sup>th</sup> meeting of the Academic Council was held on 29 December 2017 at 03:30 PM 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, Member, Board of Trustees, LU  | Member           |
| 3. Prof. Dr. A.N.M. Meshquat Uddin, Vice Chancellor, Southeast University, Dhaka                     | Member           |
| 4. Mr. Syed Abdul Hye, Member, Board of Trustees, LU   | Invitee          |
| 5. Mrs. Sadika Jannth Choudhury, Trustee, Ragib Rabeya Foundation                                    | Invitee          |
| 6. Prof. Md. Nazrul Islam<br>Dean, Faculty of Business Administration (BuA) & Head, Dept. of BuA, LU | Member           |
| 7. Prof. Dr. Gazi Abdulla-Hel-Baqui<br>Dean, Faculty of Arts and Modern Language, LU                 | Member           |
| 8. Prof. Dr. Zahurul Alam, Dept. of BuA, LU  | Member           |
| 9. Dr. Wahiduzzaman Khan<br>Associate Prof. & Head (Acting), Dept. of THM, LU                        | Member           |
| 10. Mr. Muhammad Nazrul Islam, Asst. Prof. & Head (Acting), Dept. of English, LU                     | Member           |
| 11. Mr. Md. Asaduzzaman Khan, Asst. Prof. & Head (Acting), Dept. of CSE, LU                          | Member           |
| 12. Mr. Rajon Das, Asst. Prof., Dept. of Architecture, LU  | Member           |
| 13. Mr. Abul Abrar Masrur Ahmed<br>Asst. Prof & Head (Acting), Dept. of Civil Engineering, LU        | Member           |
| 14. Mr. Md. Abdul Musabbir Chowdhury, Asst. Prof & Head (Acting), Dept. of law, LU                   | Member           |
| 15. Mr. KMA Shafique, Head (Acting), Dept. of Public Health, LU                                      | Member           |
| 16. Mr. Mrinal Kanti Dhar, Head (In-Charge), Dept. of EEE, LU  | Member           |
| 17. Mr. Fazly Ealahi Mamun, Head (In Charge), Dept. of Islamic Studies, LU                           | Member           |
| 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.

### Agenda 18 (1): Confirmation of the minutes of 17<sup>th</sup> Academic Council meeting held on 06 October 2017

#### Decision:

1. The minutes of the 17<sup>th</sup> Academic Council was read out in the meeting and confirmed accordingly.
2. The Academic Council suggested the Departments and Clubs of the University to prepare and submit Department wise realistic Annual Activity Plan with budget in terms of Seminar, workshop with a view to aggressively promoting Departmental Programs leading to enhancing students enrollment.
3. The Academic Council also suggested to report the development activities of the concerned departments before holding of the Academic Council meeting on regular basis:

## **Agenda 18 (2): Approval of the Results of Graduating Students of Summer-2017**

### **Decisions:**

- The results of Graduating Students of Summer-2017 semester was approved accordingly.
- "Grade Review Committees" have to be formed headed by the Head of the concerned department with two senior faculty as members to review the grade sheet of the students before it is submitted by the individual faculty member.
- The concerned department has to ensure that faculty members work as mentors of their students, maintain contacts with their parents or guardians in order to motivate them to attain good academic record.
- All Head of the departments have to prepare their report to find out the causes and take necessary action on dropout students in every semester for presenting in next Academic Council meeting.

## **Agenda 18 (3): Placement of modified Draft Proposal and Rules & Regulations of Centre for Modern and Indigenous Languages at LU**

### **Decision:**

The Academic Council approved the modified Draft Proposal and Rules & Regulations of Centre for Modern and Indigenous Languages at LU with one correction as follows:

- Clause 6: The text "No candidate shall be allowed to appear at the final examination unless he/she has attended 60% (sixty) percent of the lectures delivered" will be replaced by "No candidate shall be allowed to appear at the final examination unless he/she has attended at least 60% (sixty) percent of the classes".

## **Agenda 18 (4): Placement of revised Curriculum of the Department of Tourism and Hospitality Management, LU**

### **Decisions:**

The revised Curriculum of the Department of Tourism and Hospitality Management was presented by the Head (Acting) of the said department. After a threadbare discussion the Academic Council approved it.

## **Agenda 18 (5): Placement of the prayer of student seeking permission for Supplementary Exam of Summer & Fall-2017 Semester**

The following student applied after 17<sup>th</sup> Academic Council held on 06 October 2017 seeking permission for Supplementary Exam of Summer & Fall-2017 Semesters:

Sl. No.	Name & ID	Program	Registration Plan of the Student for the Remaining 17 (Seventeen) Courses			Date of Application
			Regular		Supplementary	
			Summer-17	Fall-17	Summer 17 – Fall 17	
1	Mr. Sazowan Hossen ID: 1203010113	BBA	5	5	7	02/10/2017



**Decision:**

Mr. Sazowan Hossen, student of BBA program bearing ID: 1203010113 of the Dept. of Business Administration was permitted to take Supplementary Exam of Summer & Fall-2017 Semesters to complete all requirements for the BBA degree.

**Agenda 18 (6): Placement of the prayer of student for re-admission**

- i) The following student applied after 17<sup>th</sup> Academic Council meeting held on 06 October 2017 for re-admission:

Name & ID	Program	Valid Tenure of Registration	Credits		Date of Application
			Completed	Remaining	
Mr. Mrinal Kanti Dey ID: 1101010748	MBA	04 years (Spring 11-Fall 14)	36 (out of 39)	3 (Project Report)	27/11/2017

**Decision:**

Mr. Mrinal Kanti Dey, student of MBA program bearing ID: 1101010748 of the Dept. of Business Administration was permitted to complete all requirements for the MBA degree within Spring Semester 2018.


- ii) The following student applied after 17<sup>th</sup> Academic Council meeting held on 06 October 2017 seeking permission for re-admission and remission of re-admission fees:


Sl. No.	Name & ID	Program	Valid Tenure of Registration	Credits		Date of Application
				Completed	Remaining	
1	Ms. Nasrin Sultana ID: 1102010512	MBA	04 years (Spring 11-Fall 14)	21 (out of 63)	42	13/12/2017

**Decision:**

The Academic Council permitted prayer of Ms. Nasrin Sultana, student of MBA program bearing ID: 1102010512 of the Dept. of Business Administration to commence her study from Spring 2018 and complete all requirements for the MBA degree within 04 (four) consecutive semesters by Spring 2019. But her re-admission fee was not remitted.

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