

# MINUTES OF MEETING OF THE 21<sup>st</sup> ACADEMIC COUNCIL HELD ON 03 August 2018 at 3.30 PM

The 21<sup>st</sup> meeting of the Academic Council was held on 03 August 2018 at 03:30 PM at Leading University, Sylhet (LU), Ragibnagar, South Surma, 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. Prof. Md. Nazrul Islam Dean, Faculty of Business Administration (BuA) & Head, Dept. of BuA, LU	Member
3. Prof. Dr. S. M. Ali Akkas, Dean, Faculty of Social Science, LU	Member
4. Prof. Dr. M Habibul Ahsan, Dean, Faculty of Modern Science, LU	Member
5. Dr. Wahiduzzaman Khan, Assoc. Prof. & Head (Acting), Dept. of THM, LU	Member
6. Mr. Md. Rezaul Karim, Asst. Prof. & Head (Acting), Dept. of English & Director, IQAC, LU	Member
7. Mr. Md. Asaduzzaman Khan, Asst. Prof. & Head (Acting), Dept. of CSE, LU	Member
8. Mr. Md. Shawkat Jahan Chowdhury, Asst. Prof. & Head (Acting), Dept. of Architecture, LU	Member
9. Mr. Md. Aminul Haque, Asst. Prof & Head (Acting), Dept. of Civil Engineering, LU	Member
10. Mr. Md. Abdul Musabbir Chowdhury, Asst. Prof. & Head (Acting), Dept. of Law, LU	Member
11. Mr. KMA Shafique, Head (In-Charge), Dept. of Public Health, LU	Member
12. Mr. Mrinal Kanti Dhar, Head (In Charge), Dept. of EEE, LU	Member
13. Mr. Fazly Ealahi Mamun, Head (In Charge), Dept. of Islamic Studies, LU	Member
14. Prof. Dr. M. R Kabir, Nominee, Board of Trustees, LU	Member
15. Prof. Dr. A.N.M. Meshquat Uddin, Nominee, Board of Trustees, LU	Member
16. Mr. Shaikul Haque Chowdhury, Nominee, Board of Trustees, LU	Member
17. Prof. Dr. Md. Jahir Bin Alam, Department of Civil Engineering, LU (Syndicate Nominee)	Member
18. Dr. Mohammad Mostak Ahmed, Controller of Examinations, LU	Invitee
19. Maj (Retd) Md Shah Alam, Psc, Registrar, 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 21 (1): Confirmation of the minutes of 20<sup>th</sup> Academic Council meeting held on 27 April 2018.

### Decision:

The minutes of the 20<sup>th</sup> Academic Council was read out in the meeting and confirmed accordingly.

## Agenda 21 (2): Placement of proposed Syllabus of the programs of BA (Hon's) in Bangla and MA in Bangla.

### Discussion:

The proposed Syllabus of the programs of BA (Hon's) in Bangla and MA in Bangla was placed before the Academic Council. A threadbare discussion took place for opening these programs at Leading university.

**Decisions:**

Academic Council provisionally approved BA (Hon's) in Bangla and MA in Bangla syllabus with following changes:

a. Undergraduate Degree:

1. The Course Code of the program should be changed as per policy of the university. However, preferably it should commence with BAN, identical to Dhaka and Jahangirnagar University. The code should follow standard chronology.
2. Basic English Course content should be similar to other Faculties where this course is taught.
3. Semester end viva voce should have  $(0.5 \times 4) = 2$  credit hour and it should take place in 2<sup>nd</sup>, 4<sup>th</sup>, 6<sup>th</sup>, and 8<sup>th</sup> semester.
4. The word Defense should be matching with Thesis Paper presented in 2<sup>nd</sup> semester of 4<sup>th</sup> year.

b. Post Graduate.

1. Program should be composed of total 36 credit hours.
2. Post graduation should have Thesis and Non-Thesis tracks having equal credit hours.
3. All theory courses should be composed of same credit hour, preferably 3.

**Agenda 21 (3): Approval of the Results of graduating students of Spring-2018****Discussion:**

The graduate students result placed on the board was not very conclusive for approval.

**Decision:**

- a. The Academic Council did not approve the result of graduate student's result of Spring- 2018 semester. The Council advised to present only the immediate passed semester's result to the meeting for approval. Graduate students Spring 2018 semester result should be presented in next Academic Council meeting for approval.
- b. Semester result should be scrutinized by **Grade Review Committee** and then Controller of Examinations should process it for necessary approval of the Academic council.

**Agenda 21 (4): Placement of modified Report regarding inclusion of CGPA, Semester and Year of Passing in the Provisional and Original Certificates of LU****Discussion:**

The subject certificates have not yet attained required standard for approval.

**Decision:**

The proposed Provisional and Original Certificates designs were not approved by the Academic Council. The Academic Council suggested to the committee to redesign after taking specimen from 3 to 4 renowned private universities like North South University, East West University and IUB and send a draft design to Prof. Dr. A. N. M. Meshquat Uddin, Nominee, Board of Trustees, LU within next 7 days for onward submission to the next Academic Council meeting for approval.

**Agenda 21 (5): Placement of concrete proposal on the improvement exam, retake and incompleteness of course taking into consideration of previous relevant provisions.**



### Discussion:

A threadbare discussion took place on the submitted proposal and the Academic Council made following decisions:

**Decisions:** Provision for Improvement, Retake and Incomplete Examinations are as follows:

**a. Improvement:**

- i. If the students receive B- or lower grade can take only improvement exam.
- ii. The student has to undergo full course for the improvement.
- iii. If the student fails to improve then previous grade will prevail.
- iv. Students can take four courses for the improvement of CGPA. Courses taken in immediate past two semesters will be considered for improvement.

**b. Retake Courses**

- i. Students failed in any course can retake the course.
- ii. For retake course, a student has to follow regular course system.

**c. Incomplete Examination**

- i. If a student fails to appear in final examination of a course for reasons beyond her/his control, then, she/he will apply for an "Incomplete" (I) grade.
- ii. The student has to finish **Incomplete Course** within one semester.

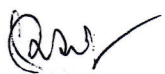
### **Agenda 21 (6): Miscellaneous**

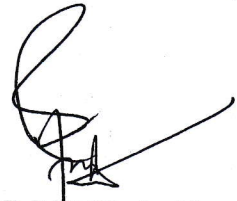
a. The prayer of extension of registration period of following student was approved:

Sl. No.	Name & ID	Program / Dept.	Valid Tenure of Registration	Last Course Registration	Credits		Date of Application
					Completed	Remaining	
1	Abu Ubayda Majed ID: 1003010074	BBA	08 years (Fall 10-Summer 18)	Spring 2014	105 (out of 124)	19	10/07/2018

b. The Academic Council decided that from now onward the valid Registration Period of a program will be equivalent to two times of program duration.

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

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

  
**Maj (Retd) Md Shah Alam, Psc**  
Registrar  
&  
Member Secretary of the Academic Council