

**Minutes of the 8<sup>th</sup> Academic Council Meeting held on December 30, 2010 at 2:00p.m. in the Board Room of Leading University.**

The 8<sup>th</sup> meeting of the Academic Council was held on December 30, 2010 at 2:00 p.m. in the Board Room of Leading University. The meeting was presided over by Prof. Dr. Md. Kabir Hossain, Hon'ble Vice Chancellor (Acting), Leading University.

**The following Members attended the meeting:**

Sl No	Name	Designation
1	Professor Dr. Md. Kabir Hossain, Hon'ble Vice Chancellor (Acting), Leading University	Chairman
2	Major General (Retd.) Prof. Dr. Md. Nazmul Islam Principal, Jalalabad Ragib-Rabeya Medical College, Sylhet. (Member Board of Trustees)	Member
3	Lt Col(Retd) Md. Ruhul Amin, Advisor and COO, R-RF(Member Board of Trustees)	Member
4	Professor Dr. A. N. M. Meshquat Uddin, Pro- Vice Chancellor South-East University, Dhaka	Member
5	Professor Dr. M.R. Kabir, Pro- Vice Chancellor University of Asia Pacific, Dhaka	Member
6	Mr. Rumel MS Rahman Pir, Asst Professor, Head(Acting), Dept of CSE and EEE, LU	Member
7	Professor Dr. Md. Safiullah, Dept of BuA, LU	Member
8	Professor Nurul Islam Sarder, Dept of English and Controller of Exams, LU	Member
9	Professor Dr. Jahir Bin Alam Head, Dept. of Civil Engineering, LU	Member
10	Dr. Tofayel Ahmed, Associate Professor and Head, Dept of BuA, LU	Member
11	Mr. Md. Ashiquzzaman Bhuiyan, Asst. Professor & Head (Acting) Department of English, LU, Sylhet	Member
12	Mr. Rajon Das, Senior Lecturer & Head (Acting) Department of Architecture, LU, Sylhet	Member
13	Mr. Saifur Rahman, Senior Lecturer & Head (Acting) Department of Law, LU, Sylhet	Member
14	Md. Lutfor Rahaman, Registrar (In-Charge)	Member Secretary

Hon'ble Vice Chancellor thanked all the members of the Academic Council and welcomed all in the meeting. He, on behalf of Leading University expressed his gratitude to the eminent professors from Dhaka and Sylhet regions for sparing their valuable time for the university to attend the meeting. This is the 2<sup>nd</sup> Academic Council meeting under the Private University Act-2010.

**Action to  
be taken  
by**

**Agenda-8(1): Confirmation of the Minutes of 7<sup>th</sup> Academic Council Meeting.**

**Decision:**

The meeting regarded the minutes of 7<sup>th</sup> Academic Council meeting was read and accorded approval of the minutes with the following correction:

- a. **Agenda 7(3)** would be written as "The matter was deferred".
- b. The committee of LU will draft the guide line and then it would be sent to expert for review.

The two experts of the committee are as follows:

- (a) Prof. Dr. A.N.M. Meshquat Uddin, Pro-VC, Southeast University.
- (b) Prof. Dr. M.R. Kabir, Pro-VC, UAP, Dhaka.
- c. Honorarium of the member of the committee would be as like as other committee (ex Syllabus committee).

Registrar, LU  
and Committee  
for the teachers'  
guideline

**Agenda-8(2): Remembrance and Special Prayer on 4<sup>th</sup> Death Anniversary of Late Rabeya Khatun Chowdhury, Co-Founder, Leading University.**

**Discussion:** Leading University observed the 4<sup>th</sup> death anniversary of Co-Founder late Rabeya Khatun Chowdhury on 12<sup>th</sup> December-2010. Her contribution in founding and developing the university to this present state can not be simply be expressed in few words.

**Decision:** The committee offered a special prayer in the Academic Council meeting. Professor Dr. Md. Safiullah, Dept of BuA conducted the Special Prayer and beg pardon for the departed soul of late Rabeya Khatun Chowdhury. The Academic Council also wished the long healthy life of Hon'ble Founder Chairman Mr. Ragib Ali so that he could contribute more for the society as well as the Leading University.

Head, Dept of  
Civil Engg and  
Registrar, LU

**Agenda-8(3): Follow Up Actions on the decisions of 7<sup>th</sup> Academic Committee.**

**Decision:** The follow up actions on the decisions of 7<sup>th</sup> Academic Committee was placed before the Academic Council and accorded approval.

**Agenda-8(4): Obtainment of Approval of Civil Engineering Program including Diploma Engineers by UGC.**

**Discussion:** An application was sent to the UGC with the Syllabus for approval of Civil Engineering Program. The UGC argued that laboratory facility would be established within three months. Adequate laboratory facility is the pre requisite for approval of Civil Engineering program. With this end in view the authority started establishing a laboratory on 3<sup>rd</sup> floor of Leading University. The progress report also was sent to the UGC for their kind information.

**Decision:** The Academic Council advised to send another letter to the UGC informing that the authority of LU has established the laboratory on requirement basis

Head, Dept of  
Civil Engg and  
Registrar, LU





**Agenda-8(5): Approval Of Syllabus of the Following Departments**

**a. BBA and MBA program, Dept of BuA**

**Discussion:** The Syllabus of the BBA, EMBA and MBA programs were placed to the Academic Council meeting.

**Decision:**

The Syllabus of BBA, MBA and EMBA program were approved.

Head, Dept of  
BuA

**b. LLM program, Dept of Law.**

**Discussion:** The LLM program was already approved by UGC. The agenda would be Launch of LLM program from Spring Semester 2011. The Course Code: 114 "Introduction to Computers" Course was included later. It increased the total Credit Hours. whether there was any UGC guide line to change the total credit hours of any program.

**Decision:**

It is required to find out UGC guide line for increasing credit hours of LLM program. The "Introduction to Computers" course would be a non credit full paid compulsory course.

The launching of LLM program from Spring Semester 2011 was forwarded to Syndicate with the following recommendation:

Head, Dept of  
Law, Registrar  
and FD, LU

- i. The detail financial of the LLM program indicating when the program would be profitable should be placed to Syndicate.
- ii. With the approval of the Syndicate the matter should be placed to the Board of Trustees for approval.

**Agenda-8(6): Allowance for the supervisors of Internship in the Dept of BuA.**

**Discussion:** The teachers have to provide time and effort for maintaining the internship program for the BBA and EMBA program. This 3(three) credits for BBA program and 4 (four) Credits for MBA program is beyond the normal course load of the teachers.

**Decision:**

- (a) The supervisor of the internee students would get tk1000/- per student for the whole semester.
- (b) One teacher would not be eligible for supervising more than 10(ten) students.
- (c) A 3 (three) member-committee would be formed for defending the internship report. The senior supervisory teacher would be the chairman of the committee. The committee would be formed with one external expert member and two internal members. One committee would be formed for at least 5(five) students but not more than 25(twenty five) students. The member of the committee would get tk1000/-(One thousand) only per day.
- (d) All payment would be entitled only for beyond the four courses (12 credits).
- (e) All of the above rules and financial benefit would be applicable for all other departments involving project work and thesis.

Head of  
Respective Dep  
Registrar and  
FD, LU

**Agenda-8(7): Providing the main certificate of the graduating students.**

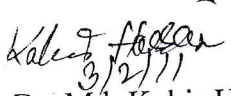
**Discussion:**


The meeting discussed whether any University could provide main certificate without holding convocation.

Head, Dept of  
BuA,  
Controller of

**Decision:** The Academic Council opined to know the status of other private university how they provide main certificate to the graduating students on emergency basis.

As there were no agenda to be transacted, the meeting ended with vote of thanks to and from the chair.

  
Professor Dr. Md. Kabir Hossain  
Vice-Chancellor (Acting)  
Leading University

 3.02.11  
Md. Lutfor Rahaman  
Registrar-In-Charge  
Leading University

**Action to  
be taken  
by**

All  
concerned