

MINUTES OF MEETING OF THE 30th ACADEMIC COUNCIL HELD ON 25 SEPTEMBER 2021 at 03:00 PM

The 30th meeting of the Academic Council of Leading University was held on 25 September 2021 at 11:00 AM at Leading University, Ragibnagar, South Surma, Sylhet. Professor Dr. Qazi Azizul Mowla, 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. Professor Dr. Qazi Azizul Mowla, Hon'ble Vice Chancellor, LU | Chairman |
| 2. Prof. Dr. Bashir Ahmed Bhuiyan, Dean, Faculty of Business Administration & Advisor, CRISP, LU | Member |
| 3. Prof. Dr. Md. Maimul Ahsan Khan, Dean, Faculty of Social Science & Student Welfare Advisor, LU | Member |
| 4. Dr. Md. Rezaul Karim, Assoc. Prof. & Head, Dept. of English & Director, IQAC, LU and Dean (In-Charge), Faculty of Arts & Modern Language, LU | Member |
| 5. Dr. Mohammad Mostak Ahmed, Controller of Exams, Assoc Prof & Head, Dept of Bangla, LU | Member |
| 6. Mr. Rumel M. S. Rahman Pir, Associate Prof. & Head, Dept. of EEE, LU | Member |
| 7. Ar. Rajon Das, Associate Prof. & Head, Dept. of Architecture, LU | Member |
| 8. Mr. Md. Rashedul Islam, Associate Prof. & Head, Dept. of Law, LU | Member |
| 9. Dr. Mohammad Shahansha Molla, Associate Prof & Head, Dept. of BuA, LU | Member |
| 10. Mrs. Syeda Zehan Farzana, Assoc Prof & Head, Dept. of Civil Engineering, LU | Member |
| 11. Mr. Md. Mahbubur Rahaman, Asst. Prof & Head (Acting), Dept. of THM, LU | Member |
| 12. Mr. KMA Shafique, Asst. Prof & Head (Acting), Dept. of Public Health, LU | Member |
| 13. Mr. Shafkat Kibria, Asst Prof and Head (Acting), Dept. of CSE, LU | Member |
| 14. Mr. Fazly Ealahi Mamun, Asst. Prof & Head (Acting), Dept. of Islamic Studies, LU | Member |
| 15. Prof. Dr. M. R. Kabir, Nominee, Board of Trustees, LU | Member |
| 16. Prof. Dr. A.N.M. Meshquat Uddin, Nominee, Board of Trustees, LU | Member |
| 17. Mr. Shaikul Haque Chowdhury, Nominee, Board of Trustees, LU | Member |
| 18. Prof. Dr. Md. Jahir Bin Alam, Dept. of Civil Engineering, SUST (Syndicate Nominee) | Member |
| 19. Maj (Retd) Md Shah Alam, Psc, Registrar, LU | Member Secretary |

Welcome Address:

1. At the outset the Chairman of the Academic Council welcomed the respected members of the Academic Council and gave heartfelt felicitation to the members present in the meeting. He also specially acknowledged the contribution of respectable members joining from a distance and introduced the Prof. Dr. Md. Maimul Ahsan Khan, Dean, Faculty of Social Science & Student Welfare Advisor, LU to all members. Then he requested Member Secretary to proceed with the Agenda.

Agenda 30 (1): Confirmation of the Minutes of 29th Academic Council Meeting held on 03 May 2021

Decision:

The Minutes of the 29th Academic Council was read out in the meeting and confirmed accordingly.

Agenda 30 (2): The Highlights of Academic Review Meeting held on 15 September 2021

Decision:

The decisions taken in the 2nd Academic Review Meeting held on 15 September 2021 were reported to the Academic Council and were accepted accordingly.

Agenda 30 (3): Approval of the students' Result of Fall-2020

Discussion:

The "Students' Result of Fall-2020" was placed before the Academic Council. A threadbare discussion took place on the issue.

Decision:

The Academic Council approved the "Students' Result of Fall-2020".

Agenda 30 (4): Implementation of UGC Manual for Unique Student Identification process

Discussion:

As per the UGC Manual regarding Unique Student Identification Number, each of the LU students' needs to have an Unique Student Identification Number which needs to be formed comprising the following fields:

University Code	Admission Year Code	Admission Semester Code	Hall Code	Program Code	Student's Serial No
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The above mentioned 5 digits program code will be comprised of two digits coming from subject cluster code, two digits from subject and one digit from type of program code.

Decision:

The Academic Council accepted the UGC's required Unique Student Identification process. In this respect, the Academic Council gave the following guidelines:

- The existing faculty name will be adjusted with the subject cluster code. The subject code and the type of program code will remain the same.

Agenda 30 (5): Academic Calendar 2022

Decision:

After a threadbare discussion, the Academic Council approved the following Academic Calendars of LU for the Academic Year 2022:

Academic Calendar Fall-2021, Trimester Undergraduate and Postgraduate Programs

Event	Duration / Date	Day
Registration	25 October – 3 November 2021	Monday- Wednesday
Classes Start	25 October 2021	Monday
Registration with late fine taka 1000/	4 November -13 November 2021	Thursday- Saturday

Course(s) withdrawal with 100% refund	14 November -16 November	Sunday- Tuesday
Mid-Term In-course Evaluation of Fall-2021	3 December – 9 December 2021	Friday- Thursday
Admission of Spring-2022 Starts	03 December 2021	Friday
Classes End	13 January 2022	Thursday
Final In-course Evaluation of Fall-2021	14 January – 20 January 2022	Friday- Thursday
Last Date of Grade Submission of Fall-2021	27 January 2022	Thursday
Classes Start of Spring-2022	23 January 2022	Sunday

Note: Midterm and Final In-course Evaluation will be conducted by three shifts in a day for undergraduate program and two shifts in a day for post graduate program, duration of the evaluation will be one and half hours and all evaluation will be completed by 7 days.

Exam. Shift for	Three Shifts		
Undergraduate Programs	9:30-11:0	12:0- 1:30	2:30-4:0
Postgraduate Programs:	Friday and Saturday / Two Shifts		
	9:30-11.00	-----	2:30 – 4:00

Leading University
Spring Semester 2022 (January-June 2022)
Academic Calendar
Undergraduate Program

Course Advising and Registration :23 January- 3 February 2022
Registration with late fine taka 1000/ :06- 15 February 2022
Course(s) withdrawal with 100% refund :16 – 20 February 2022

Admission of Fall -2022 Starts: 20 March 2022

Events	Date	Weeks
Classes	6 February – 24 March	7 weeks
Mid-Term Exams of Spring 2022	27 March – 4 April	1 Week
Classes	5 April – 16 June 2022	8 Weeks
Final Examination and Grade Preparation	5 June – 23 June 2022	3 Weeks
Last Date of Grade Submission	30 June 2022	1 Week
Total		20 Weeks
Classes of Fall Semester 2022 Starts	31 July 2022	

Leading University
Spring Semester 2022 (January-June 2022)
Academic Calendar
Postgraduate Program

Course Advising and Registration :4 February- 17 February 2022
Registration with late fine taka 1000/ :18- 26 February 2022
Course(s) withdrawal with 100% refund :27 – 5 March 2022



Admission of Fall -2022 Starts : 20 March 2022

Events	Date	Weeks
Classes	18 February – 2 April	7 weeks
Mid-Term Exams of Spring 2022	8 April – 23 April	2 Weeks
Classes	29 April – 25 June 2022	8 Weeks
Final Examination and Grade Preparation	1 July – 30 July 2022	3 Weeks
Last Date of Grade Submission	7 August 2022	1 Week
Total		21 Weeks
Classes of Fall Semester 2022 Starts	26 August 2022	

List of Holidays (January -June 2022)

Date	Events	Day(s)
21 February	Martyrs Day and International Mother Language Day	1 Day
18 March	Shab-e-Barat	1 Day
26 March	Independence Day	1 Day
14 April	Bangla New Year	1 Day
28 April	Laylatul Qadr	1 Day
29 April	Jummatul Bidah	1 Day
1 May	May Day	1 Day
2 – 7 May	Eid-ul- Fitr	6 Days
16 May	Buddha Purnima	1 Day
Total		14 Days

Leading University
Fall Semester 2022 (July-December 2022)
Academic Calendar
Undergraduate Program

Course Advising and Registration :17 July- 28 July 2022
Registration with late fine taka 1000/ :31 July – 8 August 2022
Course(s) withdrawal with 100% refund :9 – 11 August 2022

Admission of Spring -2023 Starts : 18 September 2022

Events	Date	Weeks
Classes	31 July – 15 September 2022	7 weeks
Mid-Term Exams of Fall 2022	18 September – 26 September 2021	1 Week
Classes	27 September – 24 November 2022	8 Weeks
Final Exam	27 November – 15 December 2022	3 Weeks
Last Date of Grade Submission	22 December 2022	1 Week
Total		20 Weeks
Spring 2023 Starts	8 January 2023	-----



Leading University
Fall Semester 2022 (July-December 2022)
Academic Calendar
Postgraduate Program

Course Advising and Registration	:12 August – 25 August 2022	
Registration with late fine taka 1000/	:26 August – 4 September 2022	
Course(s) withdrawal with 100% refund	: 5 September – 10 September 2022	

Admission of Spring -2023 Starts : 14 October 2022

Events	Date	Weeks
Classes	26 August – 8 October 2022	7 weeks
Mid-Term Exams of Fall 2022	14 October – 29 October 2022	2 Weeks
Classes	4 November – 24 December 2022	8 Weeks
Final Exam	30 December – 14 January 2023	3 Weeks
Last Date of Grade Submission	22 January 2023	1 Week
Total		21 Weeks
Classes of Spring 2023 Starts	3 February 2023	-----

List of Holidays (July-December 2022)

Date	Day	Events	Day(s)
8 July – 16 July 2022	Friday - Saturday	Eid-ul- Adha	9 Days
9 August 2022	Tuesday	Ashura*	1 Day
15 August 2022	Monday	National Mourning Day	1 Day
19 August 2022	Friday	Janmashtammi	1 Day
3 – 5 October 2022	Monday - Wednesday	Durgapuja	3 Days
9 October 2022	Sunday	Eid-e- Miladunnabi	1 Day
16 December 2022	Friday	Victory day	1 Day
25 December 2022	Sunday	Christmas Day	1 Day
Total			18 Days

Agenda 30 (6): Approval Syllabus as per BNQF Guideline

Discussion:

A threadbare discussion on the revised OBE Curriculum on Dual Semester basis of the Department of Civil Engineering took place upon presentation by the concerned Head of the Department.

Decision:

The Academic Council requested to update the Syllabus as per BNQF guideline, relevant professional body requirements and UGC recommendations and place it to the next Academic Council meeting.

Agenda 30 (7): Approval of GED Courses of the Departments

Discussion: There was a summary discussion on the proposed GED Courses of the Departments.

Decision:

The Academic Council approved the list of following GED Courses comprising 3 Cr hours for Leading University:

Course Code and Course Title:

GED 111: Basic English
GED 123: Functional English
GED 215: Bangladesh Studies: History, Society and Culture of Bangladesh
GED 317: Principles of Accounting
GED 113: Physics: Heat, Light and Sound
GED 117: Math-I
GED 127: Math-II
GED 119: Bangla Language and Culture
GED 225: Philosophical Ideas and Concepts
GED 213: Introduction to Economics
GED 125: Introduction to Sociology
GED 417: Introduction to Management
GED 427: Professional Practice and Ethics
GED 211: Electrical Technology in Buildings
GED 221: Mechanical Technology in Buildings
GED 212: Statistics
GED 217: Ecology
GED 227: Sustainable Development
GED 115: Basic Computer Applications
GED 129: Art Appreciation
GED 415 Research Method
GED 511 : Smart Village Studies

From the abovementioned list of courses the respective Departments have adopted following GED Courses as under:

Sl.	Department	GED Courses accepted for the programs B.A. (Hons) of the Departments
1.	Department of Business Administration	GED 111: Basic English GED 123: Functional English GED 215: Bangladesh Studies: History, Society and Culture of Bangladesh GED 117: Math-1 GED 119: Bangla Language and Culture GED 125: Introduction to Sociology GED 427: Professional Practice and Ethics GED 217: Ecology GED 227: Sustainable Development GED 115: Basic Computer Applications GED 415: Research Method GED 212: Statistics GED 511 : Smart Village Studies

2.	Department of Computer Science and Engineering	<p>GED 111: Basic English GED 123: Functional English GED 215: Bangladesh Studies: History, Society and Culture of Bangladesh GED 317: Principles of Accounting GED 213: Introduction to Economics GED 125: Introduction to Sociology GED 417: Introduction to Management GED 427: Professional Practice & Ethics GED 415: Research Method GED 511 : Smart Village Studies</p>
3.	Department of English	<p>GED 111: Basic English GED 215: Bangladesh Studies: History, Society and Culture of Bangladesh GED 119: Bangla Language and Culture GED 213: Introduction to Economics GED 125: Introduction to Sociology GED 227: Sustainable Development GED 129: Art Appreciation GED 417: Introduction to Management GED 427: Professional Practice & Ethics GED 225 :Philosophical Ideas and Concepts GED 217: Ecology GED 115: Basic Computer Applications GED 511 : Smart Village Studies</p>
4.	Department of Electrical and Electronic Engineering	<p>GED-215 Bangladesh Studies: History, Society and Culture of Bangladesh GED-125 Introduction to Sociology GED-427 Professional Practice & Ethics GED-213 Introduction to Economics GED-317 Principles of Accounting GED 511 : Smart Village Studies</p>
5.	Department of Civil Engineering	<p>GED 111: Basic English GED 123: Functional English GED 215: Bangladesh Studies: History, Society and Culture of Bangladesh GED 317: Principles of Accounting GED 213: Introduction to Economics GED 227: Sustainable Development GED 117: Math I GED 127: Math II GED 113: Physics: Heat , Light and Sound GED 211: Electrical Technology in Buildings GED 511 : Smart Village Studies</p>
6.	Department of Architecture	<p>GED 111: Basic English GED 123: Functional English GED 215: Bangladesh Studies: History, Society and Culture of Bangladesh</p>

		<p>GED 317: Principles of Accounting GED 113: Physics: Heat, Light & Sound GED 117: Math-I GED 211: Electrical Technology in Buildings GED 221: Mechanical Technology in Buildings GED 115: Basic Computer Applications GED 129: Art Appreciation GED 511: Smart Village Studies</p>
7.	Department of Law	<p>GED 111: Basic English GED 123: Functional English GED 215: Bangladesh Studies: History, Society and Culture of Bangladesh GED 119: Bangla Language and Culture GED 213: Introduction to Economics GED 125: Introduction to Sociology GED 427: Professional Practices and Ethics GED 217: Ecology GED 227: Sustainable Development GED 115: Basic Computer Applications GED 415: Research Methods GED 212: Statistics GED 511 : Smart Village Studies</p>
8.	Department of Islamic Studies	<p>BA (Hons) : GED 111: Basic English GED 115: Basic Computer Applies Lab GED 119: Bangla Language & Culture GED 123: Functional English GED 213: Introduction to Economics GED 215: Bangladesh Studies: History, Society and Culture of Bangladesh GED 227: Sustainable Development GED 317: Principles of Accounting GED 125: Introduction to Sociology GED 417: Introduction to Management GED 427: Professional Practice & Ethics GED 415: Research Methodology GED 511 : Smart Village Studies Total two GED Courses are included in the updated Curriculum of MA in Islamic Studies: They are: GED 115: Basic Computer Applications GED 415: Research Methodology</p>
9.	Department of Public Health	Nil
10.	Department of Tourism and Hospitality Management	<p>GED 111: Basic English GED 123: Functional English GED 215: Bangladesh Studies: History, Society and Culture of Bangladesh GED 117: Math-1 GED 119: Bangla Language and Culture</p>

		GED 125: Introduction to Sociology GED 427: Professional Practice and Ethics GED 217: Ecology GED 227: Sustainable Development GED 115: Basic Computer Applications GED 415: Research Method GED 212: Statistics GED 511 : Smart Village Studies
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Agenda 30 (8): Preparation of Websites/ Software for adapting new registration system and unique Student ID number

Decision:

- The changed Unique Student Identification Number will be implemented with effect from January 2021.
- The existing Student ID will be treated as code for referencing documents, financial matters and other issues.
- Head of the Department of CSE, LU has been made responsible to coordinate with Controller of Exam, Admission and IT Sections to bring necessary changes in Websites and Software for adapting unique Student ID number and registration process.

Agenda 30 (9): Placement of the prayer of students for extension of registration period

Discussion: The following students applied for extension of registration period:

Sl.	Name & ID	Program Dept.	Valid Tenure of Registration	Last Course Registration	Credits		Date of Application
					Completed	Remaining	
1	Musa Halima Begumm ID: 1624095007	MPH	04 years (Summer 16 -Spring 20)	Spring-2018	50 (out of 60)	10	24/08/21
2	Delwar Hussain ID: 1711017177	MAB	04 years (Spring 17-Fall 20)	Fall-2017	21 (out of 39)	18	27/06/21
3	Sayed Faizullah Bahar ID: 1721015016	MBA	04 years (Summer 17-Spring 21)	Fall-2018	60 (out of 63)	3	29/04/21
4	Mohammad Faruk Miah ID: 1721015015	MBA	04 years (Summer 17-Spring 21)	Spring-2019	60 (out of 63)	3	29/04/21
5	Borhan Uddin ID: 1103010512	MAB	04 years (Fall-11-Summer-15)	Spring-2013	42 (out of 63)	21	20/09/21
6	Muhammed Ahmed Ali ID: 0902060010	CE	08 years (Summer 09-Spring-17)	Summer-2014	144.5 (out of 164)	19.5	22/09/21
7	Shohel Mia ID: 0901060026	CE	08 years (Spring 09-Fall-16)	Spring-2014	134.5 (out of 164)	29.5	22/09/21

Decision:

The registration periods of all the students mentioned above were extended through readmission fee as per LU rules.

Agenda 29 (9): Miscellaneous.

a. Application of Mr. Syed Hasan Shahriar Rofi (I'D No: 1424050019), Dept. of Law:

Discussion:

Mr. Syed Hasan Shahriar Rofi (I'D No: 1424050019) submitted an application for special permission for registration of additional courses. Considering the merit of application, length of study and pandemic situation, members of board of undergraduate studies, Dept. of Law, LU recommended his prayer for taking 21 credits and registration of Severn courses. A threadbare discussion took place on the issue.

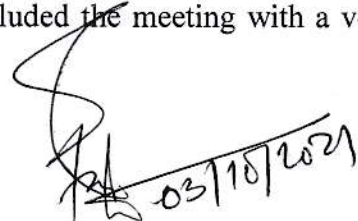
Decision:

His prayer is not approved.

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



Professor Dr. Qazi Azizul Mowla 03/10/21
Vice Chancellor, LU
&
Chairman of the Academic Council



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