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AMERICAN INTERNATIONAL UNIVERSITY-BANGLADESH

Minutes of the Emergency 59th Syndicate Meeting of the American International University- Bangladesh

Highlights of the Meeting:

An Emergency 59th Meeting of the Syndicate of the American International University – Bangladesh (AIUB) was held on **Tuesday, January 18, 2022**, in hybrid mode – in the AIUB Campus, Kuratoli and virtually on the Microsoft Teams Online Platform. Dr. Carmen Z. Lamagna, the Honorable Vice Chancellor and Chairperson of the Syndicate, AIUB presided over the meeting in the presence of other Members of the Syndicate. The list of Members present in the meeting is attached in appendix '1'.

The Chairperson of the Syndicate Dr. Carmen Z. Lamagna started the meeting with a heartily welcome to all the Syndicate Members. The following agenda were discussed:

1. Status of Spring Semester, 2021-2022:

Hon'ble Vice Chancellor and Chairperson of the Syndicate informed the Body that in its 58th Syndicate meeting held on December 23, 2021, the Body recommended/approved the Academic Calendar of Spring Semester, 2021-2022 where face-to-face classes are supposed to start on January 16, 2022.

She then told that, the university management took decision to start face-to-face class from January 16, 2022. anticipating a better situation of uncertainly to Covid-19 pandemic, but the new variant of Covid-19- Omicron has become a growing concern around the World as well us in Bangladesh. She then asked Mr. Manzur H. Khan to place a statement of Vaccination Status of AIUB's present students. Mr. Manzur H. Khan placed the Status, where it showed that 57% of total population of AIUB had two dozes of Vaccines and 10% had one doze.

Hon'ble Vice Chancellor and Chairperson of the Syndicate then proposed that the classes of Spring 2021-2022 Semester may begin in the Microsoft Teams Online Platform from January 23, 2022. She then requested Mr. Manzur H. Khan to place the revised Academic Calendar for Spring 2021-2022 Semester. Mr. Manzur H. Khan Placed the Academic Calendar for recommended/approved of the Calendar which is as follows:

ACADEMIC CALENDAR

Spring 2021-22

14 Weeks

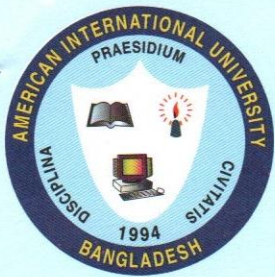
(For ALL Students)

(Semester starts with online Class in Microsoft Teams platform)

Classes of Existing Regular students and Master's Program Freshman students start from January 23, 2022
Classes of All Undergraduate Freshman Students start from January 30, 2022

2022		
Jan	19 – 20	New Teachers' orientation
	23	First day of regular classes

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		(For existing regular students and newly enrolled Master's Program Freshman Students; not for Undergraduate Freshman Students)
	29	Freshman Students' orientation
	30	First day of regular classes (For newly enrolled Undergraduate Freshman Students only)
	27	General Meeting
	27 & 30	Adding/ Dropping
	30	Submission of TSF and course description (Except Undergraduate Freshman courses)
	30	Automatic conversion of UW, I, blank grades of Fall 2021-22 Semester to F
Feb	6	Submission of TSF and course description (Undergraduate Freshman courses only)
	10 (Thursday)	Makeup of Sunday Classes (Undergraduate Freshman courses only)
	12 (Saturday)	Makeup of Monday Classes (Undergraduate Freshman courses only)
	17 (Thursday)	Makeup of Tuesday Classes (Undergraduate Freshman courses only)
	19 (Saturday)	Makeup of Wednesday Classes (Undergraduate Freshman courses only)
	24	Submission of midterm exam manuscripts
	27 - Mar 3	Laboratory midterm exams
Mar	3	Submission of original midterm exam manuscripts to VC's office
	5 - 12	Midterm Exam
	19	Submission of midterm grades
	20 - 24	TPE
	24	Midterm Grades Locked
	27 - 31	Pre-registration for Summer 2021-22 Semester
Apr	*2 / 3	Ramadan Class Timing
	13	Submission of final exam manuscripts
	17 - 24	Laboratory Final exams
	23 - 30	Final Exam
May	*3 / 4	Eid Ul Fitr
	8	Submission of Final Grades
	12	Final Grades Locked
	May 1 - May 14	Semester break Release of grades
	May 26	Registration for Summer 2021-22 Automatic conversion of UW, I grades of this semester to F

* Depends on the appearance of the moon.

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AIUB reserves the right to change the academic calendar.

Hon'ble Chairperson then asked for any comment/revision of the proposed Academic Calendar.

Prof. Dr. Md. Rafique Ullah, Dean of BUET and Member of the Syndicate informed the Body that BUET has already gone for online classes. He then agreed with the proposal to go online again.

Prof. Dr. Md. Salim of Jagannath University and Member of the Syndicate told that Public Universities are shifting to online classes gradually adjusting Covid Situation. He informed that Rajshahi University took decision to go online already. He also agreed the proposal of shifting for face-to-face classes to online classes.

After discussion in detail, the Syndicate unanimously agreed that due to uncertainty caused by current Covid-19 Omicron situation, it is not possible to start in campus classes at present. Therefore, we can start online classes and the Members recommended/approved the revised Academic Calendar Spring 2021-2022 Semester.

2. Other Updates:

- a) Professor Dr. Md. Abdur Rahman, Associate Dean Faculty of Engineering, presented the updates on the activities of **Dr. Anwarul Abedin Innovation Institute (DA2I2)**. He informed that institute is working to develop an automatic Target Rating Point (TRP) calculation system for Bangladesh Satellite Company Limited (BSCL). Already 7 (seven) prototypes have been handed over to BSCL.

Professor Dr. Md. Abdur Rahman also told that **Dr. Anwarul Abedin Innovation Institute** will manage several **Research Centers** for carrying our internal/external funded research projects and conduct certification courses. He also informed that **Center for Nanotechnology Research (CNR)**, a Center under the Institute has received a grant from "Funding Under Special Allocation for Science and Technology" to carry out research on "Surface modification and characterization of carbon quantum dots for solar cell Application".

Dr. Rahman then requested to give recommendation/approval of two new proposed Centers under **Dr. Anwarul Abedin Innovation Institute** by the Syndicate Members. The proposed centers are 1) **Center for Biomedical Research (CBR)** and 2) **Center for Sustainable Energy Research (CSER)**. Both the centers are expected to carry our research on sustainable technologies in the related fields. The centers will provide professional trainings and conduct certification courses as well. Both centers will primarily focus on Interdisciplinary field of science that involves the application of subspecialties of Physics, Chemistry, Biology, Mathematics, Statistics, Energy Engineering and Computer Sciences for instance of measurements and modeling of engineering processes.

Bylaws and organogram of the DA2I2 has also been presented for the approval of the syndicate.

The Syndicate Members appreciated the research efforts and emphasis given by AIUB top management and approved all the proposals.

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b) **New Faculty list recommendation:**

The Chairperson informed the Syndicate members that the University Authority recruited 13(thirteen) new Faculty members as recommended by the concerned Selection Committee. They are as follows:

New Joined Faculty List Spring 2021-22

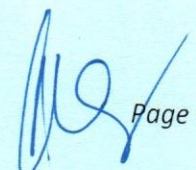
SI No	Name	ID	Position	Department
01	Shanta Deb	2201-2130-2	Lecturer	Mathematics
02	Dr. Muhammad Firoz Mridha	2201-2131-2	Associate Prof.	CS
03	Md. Faruk Abdullah Al Sohan	2201-2132-2	Lecturer	CS
04	K. M. Imtiaz-UD-Din	2201-2133-2	Assistant Prof.	CS
05	Kamal Uddin Sarker	2201-2134-2	Faculty Member	CS
06	Israt Jahan Mouri	2201-2135-2	Faculty Member	CS
07	Dr. Md. Rayhan Uddin	2201-2136-2	Assistant Prof.	Physics
08	Dr. Munshi Mahbubur Rahman	2201-2137-2	Professor	EEE
09	Dr. Mohammad Tawhidul Islam	2201-2138-2	Associate Prof.	EEE
10	Joheb Muhammad Tanzeer Sayeed	2201-2139-2	Lecturer	EEE
11	Bismoy Jahan	2201-2140-2	Lecturer	EEE
12	Dr. Syeda Afroza Zerine	2201-2141-2	Associate Prof.	Law
13	Prohdan Mahbub Ibne Seraj	2201-2142-2	Assiatant Prof.	English

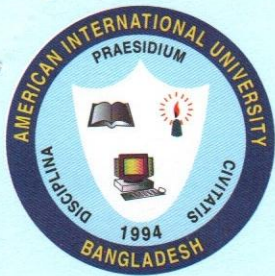
Another 8(eight) Faculty members rejoined this university after completing their Higher Studies. They are as follows:

Re Join Faculty List Spring 2021-22

SI No	Name	ID	Department
01	Afsah Sharmin	1109-1257-2	CS
02	Dr. Farzana Sabeth	0211-205-2	Physics
03	Rutaba Jania	1201-1281-2	Physics
04	Sarfuddin Ahmed Tarek	9809-016-2	Physics
05	Sadia Yasmin	1408-1542-2	EEE
06	Dr. Md. Jahid Hasan	1701-1755-2	EEE
07	Saimum Kabir	0801-681-2	Architecture
08	Moinuddin Ahmed	0909-925-2	Accounting

The Syndicate approved the recommendation of the Faculty Selection Committee.


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c) **Recommendation/approval derived from 120th Academic Council Meeting:**

Secretary of the Syndicate informed the Body that the Academic Council of AIUB in its 120th meeting recommended to open master's in law (LLM). The Academic Council also recommended the proposal Syllabus of LLM.

He then told that the Syllabus of LLM was earlier sent to University Grants Commission of Bangladesh (UGC) for approval and UGC in return informed that after creating sufficient accommodations they will consider the proposal. By this time, AIUB has shifted to its Permanent Campus and sufficient accommodation has already created and, therefore, we can send the proposal again.

The Syndicate approved the recommendation arrived from Academic Council.

Since there are no more matter/issue to discuss, the meeting was adjourned with a vote of thanks from the Chair.

(Dr. Carmen Z. Lamagna)

Chairperson, Syndicate

American International University – Bangladesh (AIUB)