



WORKSHOP ON OUTCOME BASED EDUCATION (OBE) ON 06 APRIL 2019

Reference:

A. BAIUST Letter no. 001/Aca/48/Minutes-33/2019 Para-03 Dated: 19 Feb 2019.

1. To implement OBE and to achieve international standard Accreditation, BAIUST IQAC will conduct a workshop for all faculty members of Engineering & Non Engineering Program. Professor Dr. Mohammad Sayadur Rahamn, Dept of Chemistry and Director, IQAC, Cumilla University will conduct the session as Chief Guest. The program details are as under:

a. Day - 06 April 2019.

b. Venue - BAIUST Auditorium.

c. Program: The Program schedule is attached at Annex A. All HoD's are requested to distribute the program schedule to all faculty member and ensure their presence.

2. **Responsibility:** Dr. Wahida Zaman Loskor, Associate Professor, Faculty of Sc & Hum, and Director IQAC will be overall responsible to organize the program and Mr. Mohammad Attaullah Nuri will be the coordinator of the subject program.

3. **Attendance:** It is mandatory for all Faculties to attend the subject program with proper dress code.

4. **Anchoring and Chief Guest Reception:** Mr. Mohammad Attaullah Nuri, Asst Professor, Dept of English and Additional Director, IQAC.

5. **Admin and Logistics:**

a. Responsibility: Registrar's Office (Admin Branch).

b. Tasks:

(1) Preparation of the Auditorium.

(2) Preparation of comfortable Seating Arrangement (as discussed).

(3) General Cleanliness.

(4) Snacks/Lunch (Central dining hall)/Evening snacks for all attending the subject function.

(5) ~~Crest for the Chief Guest.~~

(6) Remuneration for the Guest Speaker.

6. **Arrangements of PA Equipments:** Khan Hamidul Islam, Academic Support Supervisor will be responsible to ensure the PA equipments & other training requirements for the subject session.

7. **Transport Coordinator only:** Please arrange the transport facility for the Chief Guest, Officers/Faculties and Staffs.



8. **President, Photography Club only:** Please arrange the photography for the said program and also forward the pictures of the program to the ICT Cell for uploading the Website.

9. Forwarded for your kind information and necessary action please.


Col Suman Kumar Barua (Retd)
Registrar

Annexure:

A. Workshop on Outcome Based Education (01× Page)

Distribution:

Action:

Treasurer's Office

Dept of CSE

Dept of EEE

Dept of CE

Dept of Business Administration

Dept of Sc & Hum

Dept of English

Dept of Law

Admission, Registration and Information Wing

Transport Coordinator

Photography Club

Dr. Wahida Zaman Loskor, Associate Professor, Faculty of Sc & Hum, Director IQAC

Mr. Mohammad Attaullah Nuri, Asst Professor, Dept of English and Additional Director, IQAC.

Information:

Vice Chancellor

VC 

