



BAIUST/IQAC

Dated: August 04, 2019

GENERAL INSTRUCTION: TRAINING AND SEMINAR FOR ENHANCEMENT OF QUALITY IN HIGHER EDUCATION

References:

- BAIUST letter no. 001/Aca/48/Minutes-50/2019 dated 18 July 2019
- BAETE, IEB mail regarding On-Site Training in CSE dated 3 July 2019
- BAETE, IEB mail regarding On-Site Training in CE dated 3 July 2019

- To implement OBE and to achieve international standard Accreditation, BAIUST IQAC will conduct a day-long training on 06 August 2019 (Tuesday) and a seminar on 20 August 2019 (Tuesday) for all the faculty members of the Engineering and Non-Engineering Departments.
- BAETE has nominated Prof. Dr. Salekul Islam, Dept. of CSE, UIU to conduct On-Site training for the CSE program, and Dr. Sarah Tahsin Noor Kakoli, Associate Professor, Dept. of CE, UAP to conduct the On-Site training for the CE program of BAIUST on 06 August 2019 (Tuesday). Both the training sessions will commence at 9:30 am and continue simultaneously in two separate venues till 4:00 pm.
- Colonel Prof Md Mosharrof Hossain (Retd), Treasurer and Director IQAC, BAIUST, is the keynote speaker of the seminar on “Essential Qualities of a Good Teacher” to be held on 20 August 2019 at 11:00 am (Tuesday) in BAIUST Auditorium.
- An overview of the programs is presented below:

<u>Training</u>		<u>Seminar</u>	
Date: 06 August 2019 (Tuesday)		Date: 20 August 2019 (Tuesday)	
Title:	On-Site Outcome-Based Education Training for CSE	Title:	Essential Qualities of a Good Teacher
Facilitator:	Prof. Dr. Salekul Islam, Dept. of CSE, UIU	Keynote Speaker:	Col Prof. Md. Mosharrof Hossain (Retd.), Treasurer & Director of IQAC, BAIUST
Time:	9:30 am	Time:	11:00 am
Venue:	BAIUST Auditorium	Venue:	BAIUST Auditorium
Title:	On-Site Outcome-Based Education Training for CE		
Facilitator:	Dr. Sarah Tahsin Noor Kakoli, Associate Professor, Dept. of CE, UAP		
Time:	9:30 am		
Venue:	MBA classroom of Academic Block C, Campus-2		



5. Responsibility:

- 5.1. CSE and CE Departments will be responsible to organize their respective day-long training sessions.
- 5.2. Dr. Wahida Zaman Loskor, Associate Professor and Head, Faculty of Science and Humanities and Additional Director, IQAC, BAIUST, and Mohammad Ataullah Nuri, Assistant Professor and Head, Dept. of English and Assistant Director, IQAC, BAIUST, will be overall responsible to organize the seminar on 20 August 2019.

6. Attendance:

6.1. Training

It is mandatory for the faculty members of the engineering departments to attend the training sessions scheduled on 06 August 2019. The available faculty members of the non-engineering departments are also requested to attend the training sessions according to their preferences.

6.2. Seminar

The participants of the seminar mandatorily include all the faculty members of both engineering and non-engineering departments of BAIUST.

7. Anchoring:

- 7.1. Mr. Md. Samin Rahman, Lecturer, Dept. of CSE and Mr. Md. Sabbir Ahmed Shourav, Assistant Professor, Dept. of CE will be the Anchors for the training sessions.
- 7.2. Mr. Mohammad Ataullah Nuri, Assistant Professor and Head, Dept. of English and Assistant Director, IQAC, BAIUST will anchor the seminar.

8. Admin and Logistics:

- a. Responsibility: Registrar's Office (Admin Branch)
- b. Tasks:
 - (1) Preparation of the venues.
 - (2) Preparation of comfortable seating arrangements
 - (3) General cleanliness
 - (4) Snacks/Lunch as required

- 9. Arrangements of PA Equipment:** Mr. Khan Hamidul Islam, Academic Support Supervisor will be responsible to ensure the PA equipment and other training and workshop requirements on both the days of training and seminar.



10. **Transport Coordinator only:** Please arrange the transport facility for the training facilitators and faculty members
11. **Advisor, Photography Club only:** Please arrange the photography for the above mentioned training and seminar and also forward the pictures to the ICT Cell for uploading to the University website.
12. Forwarded for your kind information and necessary action please.

Colonel Prof Md Mosharrof Hossain (Retd)
Treasurer &
Director, IQAC
BAIUST

Attachments:

1. On-Site Outcome-Based Education Training Schedule for CSE
2. On-Site Outcome-Based Education Training Schedule for CE

Action:

Treasurer's Office
Dept of CSE
Dept of CE
Dept of EEE
Department of Business Administration
Dept of Science & Humanities
Dept. of English
Dept. of Law
Registrar's Office (Admin Branch)
IQAC, BAIUST
Transport Coordinator
Advisor, Photography Club

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Information:

Vice Chancellor