Institutional Quality Assurance Cell (IQAC)
BAIUST, Cumilla

001/Academic /63/ IQAC/2021   Date: 8 March 2021

SUBJECT: IMPLEMENTATION OF ONE-YEAR ACTIVITY PLAN

1. All engineering and non-engineering departments submitted one year's plan for QA activities in January - December 2021, respectively. We are happy to inform you that some activities in the modified list will be arranged by IQAC for better combinations and effectiveness. The rest activities will be organized by the concerned departments related to the program. The organizers and participants recommended by IQAC are mentioned at the right side of each event in the list attached herewith.

2. The Program Self-Assessment Committees (PSACs) are suggested to record the proceedings of each event. Also are requested to collect all the documents pursued in the management of each event such as event notices, PPT slides, invitation letters of experts, transport provision slips/tickets, cost vouchers. Upon completion of the event, the PSAC will submit copies of these materials to IQAC for future references within the next two days.

3. All the organizers are requested to discuss with the Treasurer's Office regarding the cost of the event and with the Registrar's Branch for assistance in conducting the event. Your cooperation in the implementation of the one-year activity plan is highly appreciated.

4. Forwarded for your kind information and necessary action, please.

Attachment:

1. জানুয়ারি - ডিসেম্বর ২০২১ পর্যন্ত সম্ভাব্য কর্মসূচী সংক্রান্ত তথ্য ছক

Director
Institutional Quality Assurance Cell (IQAC)
BAIUST

Action:

1. IQAC, BAIUST
2. Department of Computer Science & Engineering
3. Department of Electrical and Electronic Engineering
4. Department of Civil Engineering
5. Department of Business Administration
6. Department of English
7. Department of Law
8. Department of Science & Humanities

Information:
1. Vice Chancellor
2. Treasurer
3. Registrar Branch (Academic).