

Minutes of First Academic Online Meeting

A special academic online meeting was held using Zoom (a cloud-based peer-to-peer software platform) on Saturday, 02 May 2020. The following members were present in the meeting:

1. **Prof. Dr. Kamal Uddin Ahamed**, Vice-Chancellor, SAU
 2. **Prof. Dr. Md. Sekender Ali**, Pro Vice-Chancellor, SAU
 3. **Prof. Dr. Md. Fazlul Karim**, Dean, Faculty of Agriculture
 4. **Prof. Parimal Kanti Biswas**, Dean, Post Graduate Studies, SAU
 5. **Prof. Dr. Md. Anwarul Haque Beg**, Dean, Faculty of Animal Science & Veterinary Medicine, SAU
 6. **Prof. Dr. Md. Mizanur Rahman Sarker**, Dean, Faculty of Agribusiness Management, SAU
 7. **Prof. Dr. Kazi Ahsan Habib**, Faculty of Fisheries, Aquaculture and Marine Science, SAU
 8. **Prof. Dr. Mirza Hasanuzzaman**, Director, Information and Communication Center, SAU
- This is the first online meeting among the SAU administrative heads.
 - The duration of the meeting was 12:00 pm to 2:00 pm

The main agenda of the meeting was the ‘feasibility of online classes and academic activities at SAU’.

All members participated in the discussion and the important points raised are as follows:

1. Honorable Pro-Vice Chancellor initiated the meeting As the President of the meeting by giving thanks to the attending Members especially Dr. Mirza Hasanuzzaman for taking initiatives to arrange the online meeting. Then he requested The Honorable Vice Chancellor as the Chief Advisor to provide welcome speech to other members.
2. Honorable Vice-Chancellors welcomed and thanked all of the members for being present in the meeting and organizing this event and called it ‘time-demanding’.
3. Against the backdrop of the evolving Covid-19 situation that might be prolonged even further, the Ministry of Education and University Grants Commission of Bangladesh (UGCB) have asked all private and public universities to complete academic activities for the current semester through online classes. However, being a technical university, SAU should discuss it further to understand its feasibility and practical implication. The main drawback of the online course is that many of the students are now staying in remote areas of Bangladesh, having limited or no internet access. In fact, practical classes are almost impossible to conduct online.

After thorough discussion following discussions were made:

1. Outcome based Course Curricula of all Faculties are available in the university website. Now, detailed course content (class lectures) of the present semester of each Department will be uploaded in the website, so that the students can read it from website. Respective course Teachers will be suggested to do this within 10 May 2020 through respective Deans and Chairmen.

2. After resuming the offices and academic activities, undergraduate classes would be started from 8:00 am and continue up to 5:00 pm for six days per week (Except Friday). Class duration will be reduced from 55 minutes to 45 minutes. In such was, we can complete the semesters shortly.
3. MS & PhD classes would be conducted similarly from 8.00 am to 5.00 pm, six day per week. In such way, the present ongoing semester can be completed in a month as more than half of the lectures are already finished before the COVID-19 pandemic.
4. MS & PhD Assignments, theses, and other related works can be done quickly by using digital ways (online) under this situation.
5. During the pandemic, respective Supervisors of MS & PhD and students would guide their students by using online system who have already completed their research. In such a way, we can complete their degree smoothly.
6. All pending evaluation of answer scripts of all class tests and final exam must be completed before campus open after this pandemic. It was noted earlier that many of the Faculties are yet to submit the results of different semesters.

Apart from the academic agenda, some other agenda like the university's support towards the pandemic situation, safety, and security system of the campus were also discussed.

Prof. Dr. Md. Sekender Ali, Pro Vice-Chancellor, SAU presided over the meetings, and **Prof. Dr. Mirza Hasanuzzaman**, Director, Information and Communication Center, SAU, is acting as the Member Secretary while Prof. **Dr. Kamal Uddin Ahamed**, Vice-Chancellor, SAU will be continued his presence as the Chief Advisor.

Gradually, a series of meetings will be held connecting all vital members of the administration and Chairman of all departments, Directors, Senior officers, and so on. Further, departmental meetings would be organized in this way. The administration will inform the Government about this progress and such a possibility to continue the proper and quality education remotely.

All of the members wished the earliest recovery from the pandemic situation.



Prof. Dr. Md. Sekender Ali
President of the online Meeting
& Pro-Vice Chancellor, SAU, Dhaka