

## চট্টগ্রাম বিশ্ববিদ্যালয়

চট্টগ্রাম।

সি-২২

### সিভিকিটের ৪৫৭ তম সভার ৪ নম্বর সিদ্ধান্ত গঠিত কমিটির প্রতিবেদন

২৩.০৯.২০০৮ তারিখে অনুষ্ঠিত সিভিকিটের ৪৫৭ তম সভার ৪ নম্বর সিদ্ধান্ত অনুসারে রেজিস্ট্রার অফিসের ২৫.১০.২০০৮ তারিখের সি-৭৯৮/গোপালী/৭৯৬২(২)/৩/সাধারণ সংখ্যক স্মারকে মিসেস সুলতানা এন. নাহার, অ্যাস্ট্রনামি বিভাগ, ওহিও স্টেট ইউনিভার্সিটি, কলম্বাস, ইউ.এস.এ. এর পত্রে বর্ণিত শর্তমতে Best Teaching Award and Distinguished Teaching Award প্রদানের নীতিমালা প্রণয়নের জন্য নিম্নরূপে একটি কমিটি গঠন করা হয় :

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| ১। | ডিন, বিজ্ঞান অনুষদ, চ.বি।  | - সভাপতি |
| ২। | সভাপতি, পদার্থবিদ্যা বিভাগ, চ.বি।  | - সদস্য  |
| ৩। | জনাব মো: হাছান মিয়া, ডেপুটি রেজিস্ট্রার (প্রশাসন),<br>রেজিস্ট্রার অফিস, চ.বি। | - সচিব।  |

কমিটি ১৫.০৭.২০০৯, ২৬.০৭.২০০৯ ও ১৭.০৮.২০০৯ তারিখ সভায় মিলিত হয়। গঠিত কমিটির সভাপতি প্রফেসর ড. মোহাম্মদ হাবিব উল্লাহ, ডিন, বিজ্ঞান অনুষদ, চ.বি. সভাসমূহে সভাপতিত্ব করেন।

সভায় মিসেস সুলতানা এন. নাহার এর পত্র এবং সংশ্লিষ্ট সকল বিষয় পর্যালোচনা করা হয় এবং এ ব্যাপারে পদার্থবিদ্যা বিভাগের একাডেমিক কমিটির মতামত চাওয়া হয়। উক্ত পত্র ও পদার্থবিদ্যা বিভাগের একাডেমিক কমিটির মতামত (একাডেমিক কমিটির ২০.০৭.২০০৯ তারিখের অনুষ্ঠিত সভার ৯ নম্বর সিদ্ধান্ত) পর্যালোচনা করে প্রস্তাবিত Awards প্রদানের ব্যাপারে পরিশিষ্ট 'ক' তে সংযুক্ত নীতিমালা অনুমোদনের জন্য কমিটি সর্বসম্মতিক্রমে সুপারিশ করছে।

(প্রফেসর মো: আদয় সফিউল্লাহ)

সদস্য, গঠিত কমিটি

এবং

সভাপতি, পদার্থবিদ্যা বিভাগ, চ.বি।

২৭.৮.০৯  
(প্রফেসর ড. মোহাম্মদ হাবিব উল্লাহ)

সভাপতি, গঠিত কমিটি

এবং

ডিন, বিজ্ঞান অনুষদ, চ.বি।

**Rules regarding Chittagong University S.N. Nahar Best Teacher of the year Award in Physics and Chittagong University S.N. Nahar Distinguished Teacher of the year Award in Physics.**

Dr. Sultana N. Nahar, Department of Astronomy, the Ohio State University, Columbus, OH 43210, USA sponsored Tk 3,00,000.00 (Taka three lac) to the University of Chittagong as capital fund with a proposal for the introduction the two awards. Chittagong University authority received with thanks the fund and agreed to introduce the above awards vide Res. no. 4 of 457<sup>th</sup> meeting of the Syndicate held on 23.09.2008. The terms, conditions and policies of the said awards are as follows :

**1. Name of the Fund :**

The name of the fund will be "Chittagong University S. N. Nahar Teaching Award Trust Fund".

**2. Transaction procedure of the Fund:**

- (1) The University of Chittagong will keep the capital fund as a fixed Deposit in a private bank with maximum earning interest rate. The Registrar and the Comptroller of Accounts will jointly operate the account on behalf of the University. Any / all transaction of the account will be maintained with prior approval of the Vice-Chancellor.

The accrued interest of the fund will be transferred in time to time to a separate Savings Account in the above name in Agrani Bank Ltd., Chittagong University Branch. The Chairman of the Department of Physics and the Treasurer of the Physics/Association of Chittagong University will jointly operate the account. The fund of the account will be used for the above two awards and to meet up incidental expenses with this regards. Detailed statement of all expenditure including voucher of the account/fund to be submitted before the Planning Committee of the Dept. of Physics for approval. After the approval it is to be submitted to the Comptroller of Accounts.

**(3) Name of the Awards:**

The name of the awards will be

- (1) Chittagong University S.N. Nahar Best Teacher of the year Award in Physics  
(2) Chittagong University S.N. Nahar Distinguished Teacher of the year Award in Physics.

**4. Criteria of the Awards :**

- (1) Chittagong University S.N. Nahar Best Teacher of the year Award in Physics:

Nomination of this teaching award will carry the maximum weight, 90%, from the students' choice. A student will make one/more selections of Physics teacher(s) from whom he/she has acquired maximum knowledge through class lectures and inspirational interactive discussions. The recommendation of the sponsor, Dr. Sultana N. Nahar or her representative will carry 5% to the choice. In absence of the sponsor or her representative, the 5% will be added to the students' choice. The final recommendation by the Chair of the Physics Department will be based on the punctuality or sincerity of the nominated teacher and will carry 5%.

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17/9/09

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29.8.09

(2) Chittagong University S.N. Nahar Distinguished Teacher of the year Award.

This will be for a teacher with whom at least one student has carried out his/her postgraduate, such as M.S./M.Phil/Ph.D. thesis research. General votes of the students, based on the same criteria as for the best Teacher of the Year Award, will comprise 65% of the award nomination. A research student's choice, based on his/her best learning and understanding experience of the research topic (7.5%) and intellectual and encouraging interaction (7.5%), will carry a total of 15% of the nomination. In case of more than one student working with the same advisor, the points will be averaged. Number of students working with an advisor will carry 10% (2 points/student working, limiting to 10% for 5 or more). In case of joint supervision for the student, this number will be divided by the number of advisors. The recommendation of the sponsor, Dr. Sultana N. Nahar, or her representative, will carry 5% for the nomination. In absence of the sponsor or her representative, the 5% will go to add the students' choice. The final recommendation by the Department Chair, based on the work done in the research topic and student's grade, will carry the last 5% of the award nomination.

5. Selection methods for the awards;

(1) Selection method for the Chittagong University S.N. Nahar Best Teacher of the year Award in Physics: Students from 4<sup>th</sup> year B.Sc. and M.S. will participate in the nomination process. Each student will write up to 5 names of teachers of his/her choice who have taught him/her in different classes from 1<sup>st</sup> year through final year. The name of the teacher that got the highest number of points from votes and other criteria will be selected for the nomination of the award.

(2) Selection method for the Chittagong University S.N. Nahar Distinguished Teacher of the year Award in Physics: A teacher with whom at least one student has carried out his/her postgraduate, such as M.S./M.Phil/Ph.D. thesis research during the last academic year will be nominated for this award. Research students from M.S./M.Phil/Ph.D will participate in this nomination process. Each student will nominate up to 5 teachers of his/her choice from teachers who have taught him/her in different classes from 1<sup>st</sup> year through final year. However, each research student will have one additional slip to nominate his/her research teacher for the distinguished teaching award. On the slip, the student may put points, such as,  $x/7.5$  for research progress and for understanding, and  $y/7.5$  for useful interaction. This additional slip will be collected in a separate envelope.

The awarding committee, formed by the academic committee of the Department of Physics, will consist of five faculty members in Physics and will supervise the nomination process. All faculty members of the awarding committee are qualified to be nominated.

Around November 1<sup>st</sup>, the university will send a notice to Physics Department stating that the funds are available for the awards and asking to initiate the awarding process. The Department will carry out the process and send the final nominations to the Vice-Chancellor. The Vice-Chancellor will present the nominations to the Syndicate.

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The voting of students' choice will take place by the end of December each year. The date will be fixed by the Department Chair and the awarding committee. The time may vary by a few months due to circumstantial inconveniences.

Voting will take place in an on-going class in the presence of one member of the awarding committee and the class teacher. Students will be informed of choice criteria and each student will receive one slip to make 1 to 5 choices. The filled up slips collected from each class will be sealed in an envelope with signatures of the class teacher and the member of the Award Committee.

The awarding committee should verify the number of students working with each reserch advisor and corresponding voting slips and counting of points.

The final calculation of the total points will be carried out by two faculty members not involved with any student research. The calculation should be a completely confidential process within the awarding committee members.

A teacher of the Physics Department will have the choice not to be included in the awarding recognition. Students will be informed about this non-participation.

6. The Academic Committee of the Physics Department will handle the awarding process and may modify or adjust the process, in consent with the sponsor, for convenience, improvement and promotion of the awards.

Any modification regarding the policies of the awards may be approved or adapted through discussions between the Department and the sponsor or her representative.

These rules and any modification of the rules will take effect from the date of approval by the Syndicate

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Regist Sir Pers. Engi-F/-Johora

*3/10/09*  
*17/8/09*