

Department of Computer Science and Engineering Bangladesh University of Engineering and Technology

A DTC (CSE BRTC) meeting was held on the 21st of June, 2010 (Monday) at 11:00 AM in the Teachers' Lounge of the Department. The meeting was presided over by Prof. Dr. Md. Monirul Islam, Head, CSE, BUET. The list of members who attended the meeting is enclosed herewith. Followings are the resolutions taken during the meeting.

Agendum#1: Regarding the Common Pool Distribution

Some problems were reported about the common pool distribution arising out of the fact that the basic pay has not been fixed as per the 2009 National Pay scale for some of the respected faculty members who are in long term leave but are eligible for common pool. After a long discussion on the matter the following decision was taken.

Resolution#(21/06/2010 – 1.a): The common pool shall be distributed only to the faculty members who are in active service during the time of distribution. The CSE, BRTC rules regarding this shall be amended accordingly. Prof. Dr. Muhammad Masroor Ali is kindly requested to incorporate the amendment.

Agendum#2: Change of BRTC Secretary

Resolution#(21/06/2010 – 2.a): Dr. A.K.M. Ashikur Rahman shall act as the BRTC secretary from the 1st of August, 2010.

Agendum#3: Miscellaneous

A number of important contemporary issues were discussed in the miscellaneous category.

Distribution of the IPO Lottery of the RAK Ceramics

Recent IPO lottery project for RAK ceramics had the highest number of subscriptions so far. To handle such huge number of applicants, an increased consultancy fee was received. However, due to some problems during the actual lottery conduction the lottery team Members, some members of the O&M team and some other respected faculty members also put their effort in solving the problem. In this regard the following decision was taken. For the ease of exposition, we assume X to be the usual consultancy fee and Y to be the received consultancy fee for RAK ceramics. We also use "internal members (I.M.)" to denote the 4 team members of the IPO lottery team for RAK ceramics. We use "external members (E.M.)" to denote the respected faculty members who were outside I.M. but worked towards solving the problem.

Resolution#(21/06/2010 – 3.a) The amount X shall be distributed as per the normal rule. The amount $Y - X$ shall be distributed as follows:

Head Fund	35%
Common Pool	35%
I.M. + E.M.	30%

Resolution#(21/06/2010 – 3.b) The portion of individual members belonging to I.M. and E.M. shall be communicated to Mr. Arup Ratan Roy by the members of I.M. and E.M.

Inclusion of external members in the HBFC Project

The possibilities and necessities of employing external members for the HBFC project only for "requirement gathering" were discussed. In the end the following decision was taken.



Resolution#(21/06/2010 – 3.c) On principle, it was agreed that the team leader can appoint external members in the HBFC project after consultation with the Head of the department only if it is absolutely necessary.

Advance taken for different Projects from the Head fund

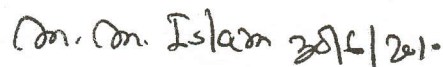
Resolution#(21/06/2010 – 3.d) The project leaders are requested to submit the complete information of advance taken during the submission of distribution information.

Resolution#(21/06/2010 – 3.e) From now onwards, for the BRTC project advances, a separate register book shall be maintained. In that register book, advance information for each project shall be recorded in a separate page which shall be counter signed by the respective project leader during the receipt of the advance amount.

Finally the meeting ended with a vote of thanks from the Chair.



Dr. M. Sohel Rahman
Assistant Professor



Dr. Md. Monirul Islam
Professor & Head