

**\* THE THIRTEENTH STATUTES OF THE UNIVERSITY**  
**Statutes regarding the Establishment of**  
**The Institute of Information Technology**

1. (a) The University of Dhaka shall establish an Institute of Information Technology (IIT) at Dhaka as a constituent Institute with a separate Board of Governors.
- (b) The IIT will be established on the [date] by converting the erstwhile Computer Centre of the University of Dhaka with all its assets, funds, rights, interests, properties etc. and all its employees into a constituent Institute of the University on the basis of a resolution of the Senate of the University.
- (c) The service of the teachers, officers, and other employees of the erstwhile Computer Centre shall be deemed to be continuous from the date of their joining the Computer Centre, with the same terms and conditions applied during their last appointment, and for the full-time employees the duration of service at the Computer Centre shall be counted towards 'qualifying service' within the meaning of Statute 11 of the Tenth Statutes of the University.

Aims and objects.

2. The aims and objects of the Institute shall be ?
  - (a) to provide facilities for development of qualified manpower in information technology (IT);
  - (b) to promote the use of IT in the University and the country;
  - (c) to promote multidisciplinary development of computer applications;

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*\* (Vide Senate dated 27.6.2001)*

- (d) to provide courses leading to diplomas and degrees related to computing, computer applications and IT;
- (e) to provide training to students, teachers, officers and employees of the University in relevant fields of IT;
- (f) to provide short term courses and training to interested and qualified persons from outside the University in relevant fields of IT;
- (g) to provide refresher courses and training in newly emerging branches of IT;
- (h) to provide consulting and advisory services to the University and other educational institutions, the Government of Bangladesh, NGO's, private and public sector corporations, industries and all other organisations which seek such assistance;
- (i) to initiate, organise and perform research in different IT sectors including computer applications in science, social science, business, administration, linguistics and all other subjects in which computers may be usefully employed;
- (j) to produce software for indigenous use as well as for export;
- (k) to hold seminars, conferences, workshops and other events related to the development of IT in the country;
- (l) to plan, install, maintain and develop computer networks within the University and also links to other institutions in the country as well as the Internet;

- (m) to provide consulting and advisory services and also some physical assistance to the University community in matters related to the purchase, maintenance, and development of computing hardware and software through a Computing Service Cell which will form an integral part of the Institute.

Constitution of  
Board of  
Governors

3. (a) The management of the Institute shall be vested in a Board of Governors consisting of:—

- (i) The Vice-Chancellor of the University of Dhaka ? Chairman;
- (ii) The Pro-Vice Chancellor of the University;
- (iii) The Treasurer of the University;
- (iv) One nominee of the Syndicate from among its members;
- (v) Two nominees of the Academic Council from among its members;
- (vi) The Dean of the Faculty of Science;
- (vii) One Dean from among the remaining Faculties nominated by the Academic Council;
- (viii) The Chairman of the Department of Computer Science;
- (ix) One Chairman from among the Departments of Mathematics, Physics and Applied Physics nominated by the Faculty of Science;
- (x) The Secretary of the Ministry of Science & Technology or his nominee from the Ministry not below the rank of Joint Secretary;

- (xi) One nominee from the BTTB not below the rank of a Director;
- (xii) The Executive Director of Bangladesh Computer Council;
- (xiii) One teacher from among the teachers of the IIT other than the Director, nominated by the Academic Committee of the IIT;
- (xiv) The Director of the IIT, who will serve as the Member-Secretary of the Board.

Term.

- (b) The term of office of appointed and nominated members shall be two years but they shall continue in office till their successors enter upon the office.
- (c) Five members including the Chairman shall form the quorum for the meetings of the Board of Governors.
- (d) The Board of Governors shall ordinarily meet at least once in three months and report their proceedings to the Syndicate.

Powers of the Board of Governors

4. The Board of Governors shall have the following powers:

- (a) To consider the academic courses and programmes and the Budget Estimate of the Institute submitted by the Director of the Institute and to approve, reject or refer them back for such modifications as the Board of Governors may suggest;
- (b) To appoint teachers and officers of the Institute, subject to the provisions of sections 5 and 8, with rank and scale of pay not below that of other teachers and officers of the University;

- (c) To frame such rules and regulations as may be considered necessary for the proper organisation and administration of the Institute and the proper conduct of its examinations, subject to the approval of the Syndicate;

Provided that the rules and regulations relating to examinations and other academic matters shall go to the Syndicate through the Academic Council;

- (d) To create administrative, academic, technical, ministerial or any other posts on a permanent basis and to abolish or suspend any of them as and when necessary, subject to the approval of the Syndicate;
- (e) To receive and accept all bequests, donations and other funds from individuals or organisations and to use such funds for the benefit of the Institute; such activities shall be reported to the Syndicate or the Academic Council from time to time;
- (f) To exercise such other powers as may be delegated to it by the Syndicate or the Academic Council from time to time.

Selection Board for  
Appointment to  
Teaching Posts.

5. (1) Appointment to teaching posts shall be made on the recommendation of a selection Board constituted for the purpose as follows:

- (a) For Professorships and Associate Professorships:
  - (i) The Vice-Chancellor ? Chairman;
  - (ii) One nominee of the Board of Governors;
  - (iii) One nominee of the Syndicate;

- (iv) Two members to be nominated by the Chancellor;
  - (v) Three experts, of whom at least one must be an external expert, nominated by the Chancellor.
- (b) For teaching posts other than Professorships and Associate Professorships:
- (i) The Pro-Vice-Chancellor-Chairman;
  - (ii) One nominee of the Syndicate;
  - (iii) One nominee of the Board of Governors;
  - (iv) The Director of the Institute;
  - (v) One expert to be nominated by the Syndicate.

(2) Four members including the Chairman shall form the quorum for meetings of the Selection Board for Professors and Associate Professors, and three members including the Chairman shall form the quorum for meetings of the selection Board for other teaching posts.

(3) The term of the office of the nominated members shall be two years but they shall continue in office till their successors enter upon the office.

(4) The Selection Board shall report to the Board of Governors, which shall, if it accepts the recommendations of the Selection Board, make the appointment to the post accordingly.

(5) If the Board of Governors does not accept the recommendation of the Selection Board it shall request the Syndicate to refer the case to the Chancellor, who will make such appointments as he think fit.

(6) The Board of Governors, may, on the recommendation of the selection Board and with the approval of the Syndicate, offer an eminently qualified person a Professorship in the Institute on such terms and conditions as it may determine.

Provided that temporary appointments for a period not exceeding six months to post of teachers other than Professors and Associate Professors may be made by the Vice-Chancellor on the recommendation of the Director of the Institute and shall be reported to the Board of Governors.

Increments and Promotions.

6. Increments and promotions of teachers shall be given in recognition of achievements and shall not be granted automatically on the basis of seniority only.

Appointment of Director.

7. (a) The Director shall remain in charge of the Institute and shall be responsible for the overall management and supervision of the Institute.

(b) Succeeding Directors of the Institute shall be appointed by the Vice-Chancellor for a term of three years, from among the teachers of the Institute not below the rank of Associate Professor, by rotation in order of seniority. If there is no teacher of the Institute with such a rank, the Vice-Chancellor may appoint as Director a teacher of the University with such a rank from outside the Institute with terms and conditions to be determined by the Board of Governors.

- (c) The Director shall be entitled to such allowances and privileges as may be determined by the Board of Governors.
- (d) In case of casual vacancy for less than 30 days due to the absence on leave of the Director, the Vice-Chancellor may place a teacher of the Institute in charge of the office of the Director for the period of absence on leave of the Director.
- (e) The teacher so placed in charge shall perform only routine duties of the Director.
- (f) If the casual vacancy is for 30 days or more, the Vice-Chancellor shall appoint a teacher as Acting Director for the period of absence on leave of the Director. The Acting Director shall have the powers of the Director.

Selection Board for  
Appointment of  
non teaching Posts.

8. Appointments to non-teaching posts shall be made by the Board of Governors, as follows:

- (a) For posts not below the rank of Section Officers, on the recommendation of the Selection Board constituted as follows:
  - (i) Pro-Vice-Chancellor ? Chairman;
  - (ii) Registrar;
  - (iii) Two nominees of the Board of Governors;
  - (iv) The Director of the Institute.
- (b) For non-teaching posts below the rank of Section Officers, on the recommendation of the Director of the Institute:



Provided that temporary appointments for a period not exceeding six months may be made by the Vice-Chancellor on the recommendation of the Director of the Institute and shall be reported to the Board of Governors.

Academic and  
C&D Committees.

9. (a) The Institute shall have the following committees, namely:
- (i) Academic Committee, consisting of all the teachers of the Institute,
  - (ii) Co-ordination and Development Committee, consisting of one-third of the total number of the teachers of the Institute in order of seniority with a minimum number of three.
- (b) The Academic Committee shall deal with:
- (i) Admission of students;
  - (ii) Syllabuses and courses of studies;
  - (iii) Examinations;
  - (iv) Teaching in the Institute;
  - (v) Co-curricular activities of the students in the Institute.
- (c) The Co-ordination and Development Committee shall deal with:
- (i) Expansion of the Institute;
  - (ii) Appointment of teachers.

**Explanations:**

- (i) The Co-ordination and Development Committee shall be responsible for the improvement of the existing teaching and

research facilities and for the planning of further development of the Institute.

- (ii) It shall periodically review the academic and research programs of the Institute and forward its observations to the Academic Committee for consideration and onward transmission to the relevant authorities.
- (iii) It shall have the right to recommend upgrading, confirmation and increments of teachers of the Institute in recognition of specific professional achievements.
- (iv) The creation of new posts in the Institute shall be initiated by this Committee.
- (v) The Director of the Institute shall place before this Committee all the applications received for any post in the Institute. The Committee shall scrutinise the applications and forward a statement indicating which of the applications satisfy the requirements and which do not.
- (vi) The University may not grant leave of absence to a teacher during term time for a period of more than three months without the recommendation of this Committee.
- (vii) Proposals for any ad-hoc appointment in the Institute shall be sent by the Director with the recommendation of this Committee.
- (viii) A member of the Committee shall withdraw from the meeting when matters of his/her promotions, confirmation etc. are under discussion in the Committee.