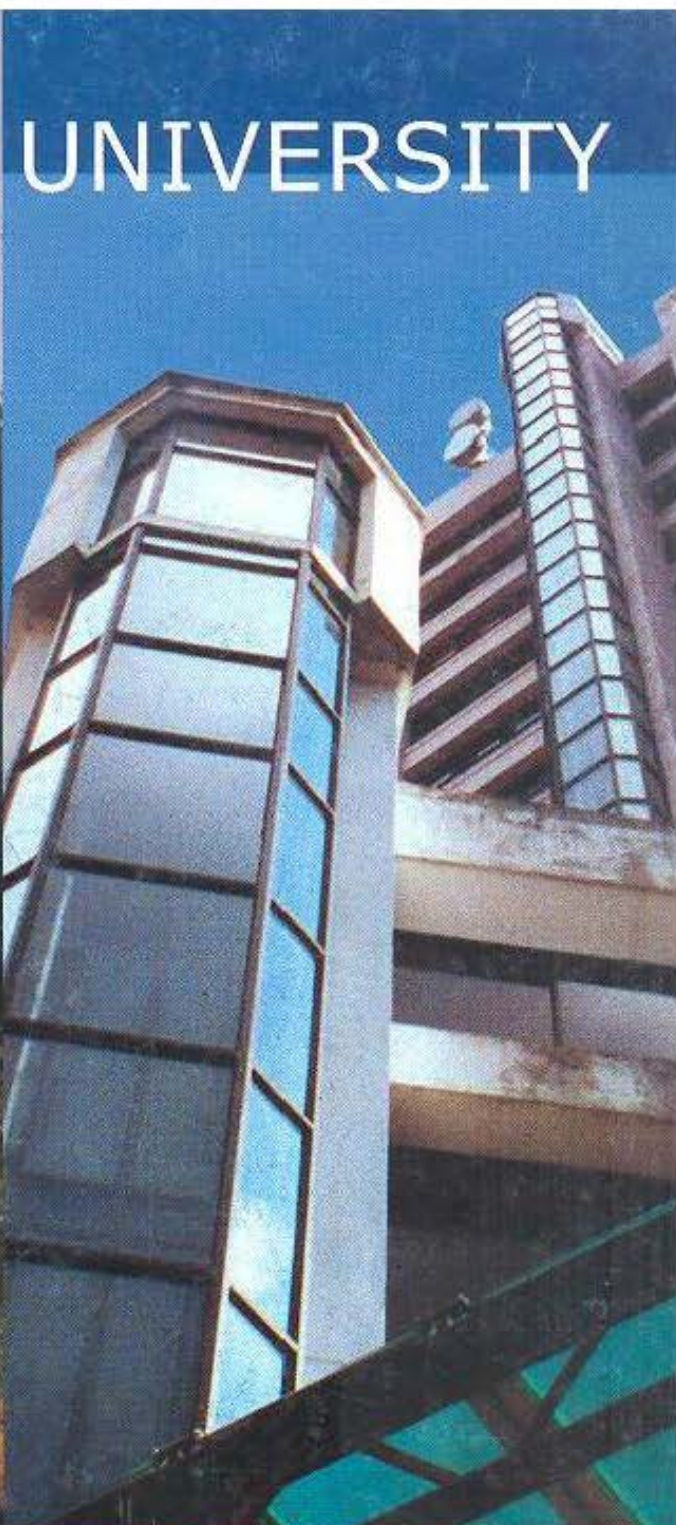


# BRAC UNIVERSITY



Annual Report 2002



# **BRAC University**

## **Annual Report 2002**

**Dhaka  
Bangladesh**

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**JUNE 16  
2001**

**INAUGURAL  
CEREMONY**

**BRAC UNIVERSITY**



## INTRODUCTION

### BACKGROUND

BRAC University was established by BRAC in 2001. From a modest beginning thirty years ago, BRAC has become one of the largest non-government development organizations in the world. It works in a number of closely related areas such as poverty alleviation, rural health care, non-formal education and training among many others to bring about socioeconomic changes for a large number of our people, mostly poor women and children. Their lives are dominated by poverty, illiteracy, disease and malnutrition. BRAC continually revisits its approaches to ensure its effectiveness as a catalyst for change. BRAC recognizes that development strategies, information technology, and effective management can play significant roles in modernizing Bangladesh and in securing meaningful jobs for the Bangladeshi workforce. In line with BRAC's continued support to education as a force of change and development, BRAC University has been established to provide high quality education to meet the demands of the modern age. BRAC University is accredited by the University Grants Commission of Bangladesh and approved by the Government of Bangladesh.

BRAC University was formally inaugurated on 16 June 2001 by the then President of

Bangladesh Mr. Justice Shahabuddin Ahmed, who was also the chancellor of the BRAC University at that time. The eminent citizens and academics of the country, diplomats and high officials, heads of the UN and donor agencies, and the faculty members and students of BRAC University, among others, attended the inaugural ceremony.

### MISSION

The mission of BRAC University is to foster the national development process through the creation of a center of excellence in higher education that is responsive to society's needs, is able to develop creative leaders and actively contribute to learning and creation of knowledge.

### GOAL

BRAC University aims to provide an excellent broad-based education with a focus on professional development for the students to equip them with the knowledge and skills necessary for leading the country in its quest for development. Along with this, the university provides an opportunity for faculty development to ensure a dynamic teaching environment. Faculty will be provided with an environment in which they can further their teaching skills and can contribute to creation of new knowledge by developing and using their teaching and research skills.

◀ The inaugural ceremony of BRAC University was held on 16 June 2001 at Osmani Memorial Hall in Dhaka. Mr. Justice Shahabuddin Ahmed, the then President of Bangladesh (center), Professor Jamilur Reza Choudhury, Vice-Chancellor of the BRAC University (left), and Mr. Fazle Hasan Abed, President of the BRAC University Governing Board and Chairperson of BRAC are seen on the podium.

## GOVERNANCE

### CHANCELLOR AND PRINCIPAL OFFICERS

#### *Chancellor*

**Honourable President, People's Republic of Bangladesh**

#### *Vice-Chancellor*

**Professor Jamilur Reza Choudhury**

#### *Treasurer*

**Dr. Salehuddin Ahmed**

#### *Registrar*

**Mr. Muhammad Sahool Afzal**

**Dr. Salehuddin Ahmed**

Treasurer

BRAC University

**Mr. Faruq Ahmed Choudhury**

Advisor, BRAC

**Professor Anisuzzaman**

Department of Bangla

Dhaka University

**Professor Ali Wahiduddin Mahmud**

Department of Economics

Dhaka University

**Dr. Hameeda Hossain**

Research Director

Ain O Shalish Kendra (ASK)

Dhaka

**Professor Dr. Tehmina Hussain**

Secretary

Primary and Mass Education Division

Government of Bangladesh

**Dr. Riaz Khan**

Executive Director

Environmental and Geographical

Information System (EGIS)

Dhaka

#### *Secretary*

**Mr. Muhammad Sahool Afzal**

Registrar, BRAC University

### GOVERNING BOARD

The Governing Board is the highest policy making body of BRAC University. It is responsible for ensuring that the highest levels of educational and administrative standards are set and maintained at BRAC University. The Board has seven meetings so far. The current Governing Board consists of the following eminent personalities of Bangladesh:

#### *President*

**Mr. Fazle Hasan Abed**

Chairperson

BRAC

#### *Members*

**Professor Jamilur Reza Choudhury**

Vice-Chancellor

BRAC University



## ACADEMIC COUNCIL

The Academic Council recommends the educational policies of the university and also determines the curricula and courses that can help achieve high educational standard. The council is currently composed of the following academics and professionals:

### Chairperson

**Professor Jamilur Reza Choudhury**  
Vice-Chancellor, BRAC University

### Members

**Professor Iqbal Mahmud**  
Former Vice-Chancellor, BUET

**Professor Hafiz GA Siddiqui**  
Vice-Chancellor, North South University

**Dr. AMR Chowdhury**  
Deputy Executive Director, BRAC

**Professor Zafar Iqbal**  
Chairperson, Department of Electronics and Computer Science  
Shahjalal University of Science and Technology  
Sylhet

**Professor Zerina Rahman Khan**  
Department of Public Administration  
Dhaka University

**Professor Ainun Nishat**  
Country Representative, IUCN

**Dr. Riaz Khan**  
Executive Director  
Environmental and Geographical Information System (EGIS), Dhaka

### Mr. Waliur Rahman Bhuiyan

Managing Director, BOC (Bangladesh) Ltd.  
and President, Foreign Investors' Chamber of Commerce and Industries

### Dr. Debapriya Bhattacharya

Executive Director  
Centre for Policy Dialogue

### Dr. Golam Samdani Fakir

Director Training BRAC

### Professor Syed Manzoorul Islam

Department of English, Dhaka University

### Professor Abdur Rab

Chairperson, Department of Management and Business, BRAC University

### Dr. Yousuf M Islam

Chairperson, Department of Computer Science and Engineering, BRAC University

### Dr. Fuad H Mallick

Chairperson, Department of Architecture, BRAC University

### Professor Mofiz Uddin Ahmed

Chairperson, Department of Mathematics and Natural Science, BRAC University

### Professor AM Muazzam Husain

Chairperson, Department of Economics and Social Sciences, BRAC University

### Professor Firdous Azim

Chairperson, Department of English and Humanities, BRAC University

### Secretary

**Mr. Muhammad Sahool Afzal**  
Registrar, BRAC University



## ACADEMIC PROGRESS

### INTRODUCTION

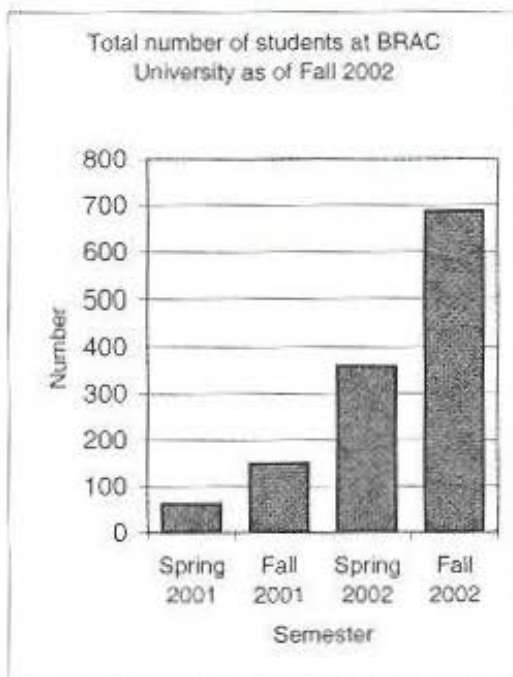
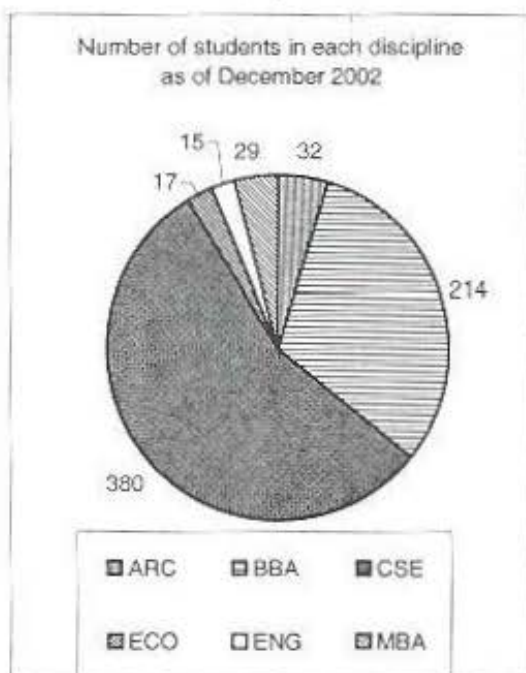
BRAC University (BU) initially offered four-year undergraduate bachelor degree in Computer Science and Engineering, Management and Business, Architecture, English, and Economics.

Currently there are six academic departments at the university. These are:

- i) Architecture
- ii) Computer Science and Engineering

- iii) Economics and Social Science
- iv) English and Humanities
- v) Management and Business
- vi) Mathematics and Natural Science

The activities of the departments are discussed below for the period from April 2001 to December 2002. The total number of students at BRAC University as on 31 December 2002 was 694, most of whom (90%) were enrolled in the Department of Computer Science and Engineering and the Department of Management and Business (see figures below).



## DEPARTMENT OF ARCHITECTURE (ARC)

### Bachelor of Architecture

The Department of Architecture offers a five-year Bachelor of Architecture (B.Arch) undergraduate program, which addresses the issues relevant to the development of the country in relation to the global context. The department started functioning in Spring 2002 with the mission of preparing architects to seek solutions to challenges that respect the social, cultural and aesthetic needs of the people they serve and work towards the development of an ecologically balanced and sustainably built environment.



### *Aungon*

The education process in architecture extends much beyond the classroom and studios. *Aungon*, a forum for co-curricular and cultural activities of the Department of Architecture at BU was initiated to bring together ideas from architecture, painting, sculpture, music, dance, drama, cinema, literature and other fields, to complement the learning process of architecture. *Aungon* has organized a number of study trips and guest lectures.

Eminent architects from home and abroad have conducted a number of seminars on different aspects of architecture, design,

technology and art. The list of seminars and other activities is as follows:

- *Aungon* lecture: Architect Muzharul Islam, Lecture on design works, 16 May 2002
- *Aungon* lecture: Painter Shumona Hasan, Spring 2002
- Annual exhibition of student works, Department of Architecture, 24-30 September 2002
- *Aungon* lecture: Architect Rafiq Azam, Lecture on design works, 26 September 2002
- *Aungon* lecture: Architect Nahas Khalil: Lecture on design works, 11 December 2002
- Professor Jeffrey Cook: Lecture at BRAC Centre, 17 December 2002
- Professor Jeffrey Cook: Workshop on climate in design, 23-24 December 2002
- *Aungon* lecture: Architect Jalal Ahmed, Lecture on design works, 26 December 2002

### Consultancy

Since Spring 2002, the department has been providing consultancy to BU to fulfil its needs for architectural design, interior and graphic designs.

The complete list is given below:

#### *Architecture,*

- Interior design of MNS department at 5<sup>th</sup> and 6<sup>th</sup> floor at Standard Tower (ST)
- Interior design of ARC department at 7<sup>th</sup> and 8<sup>th</sup> floor at ST
- Interior design of CSE faculty cubicles at BITI 6<sup>th</sup> floor at Aarong House

- Design of *Prangon* at 1<sup>st</sup> floor of BU building
- Interior design of ENH department at 7<sup>th</sup> floor at *Aarong* House
- Interior design of CSE faculty cubicles at 3<sup>rd</sup> floor at BU
- Interior design of ARC department at 5<sup>th</sup> floor at *Aarong* House (2001)

#### Graphics

- Designing the brochure for postgraduate diploma in bank management and IT
- Designing Eid card for BU
- Designing stickers for BU
- Designing newspaper advertisements for admission at BU
- Designing BU flag
- Graphic design and layout of BU prospectus 2001-2002

#### Workshop

Computer aided design course conducted for the designers of *Aarong* design studio by AQM Abdullah, Lecturer, BU.

### DEPARTMENT OF COMPUTER SCIENCE AND ENGINEERING (CSE)

#### Bachelor of Science in Computer Science or Computer Science and Engineering

This department was the first to start operation at BU by offering the undergraduate program on computer science (CS) in Spring 2001, soon after receiving approval from the University Grants Commission of Bangladesh.

In Fall 2001, the bachelor program in Computer Science and Engineering (CSE) was offered along with the CS degree. Till

Fall 2002, the total number of undergraduate students enrolled in the department was 380.

The objective of these undergraduate degrees is to produce well-rounded and well-balanced computer graduates who can use computer science tools to solve real world problems.

Over the last two years, the department tried to equip the CS/CSE students of BRAC University with a strong theoretical base as well as the ability to apply the diversified skills in solving most critical problems related to the practical scenario. The department intends to produce *peopleware*, a term referring to the persons who set up the hardware, develop or tailor the software and implement a computer system as a *solution* to a need.

The application of computers reaches new dimensions every year and this necessitates regular review of the syllabus. Required updating is normally done every two years. The BSc programs have been designed and modified in such a way that the students can focus on technical concentrations in application and system software programming, fault tolerant systems, human computer interface, decision support system, simulation and modeling, artificial intelligence, graphics, computer networks and communication, compiler design or pattern recognition.

#### Master of Computer Science

The department has received permission from the UGC Bangladesh to start Masters in Computer Science (MSc/M.Engg) course. This course intends to produce professionals who thoroughly understand the nature of the computer components (hardware and software) and can be conversant with the problems to solve, be it technological, business related, social or developmental.



Students who have a bachelor degree in CS/ CSE can choose this course to extend the knowledge to higher proportions. Those interested in pursuing research will be trained in research methodology and will be provided adequate facilities to furnish the theories behind the practical solutions.

### Diploma courses

BRAC Information Technology Institute (BITI) is an institution under the Department of CSE at BRAC University, which offers a wide range of diplomas for students of different academic backgrounds and levels. In fact, BITI existed before BU was established and hence, the institute has a strong foundation.

Students with excellent academic results in HSC or A-level may apply for admission in one-year diploma course. The course is divided into 13 modules and various topics in basic programming, MIS and IT are covered. BITI also conducts certificate course on IT-related subjects. The details of BITI courses conducted up to 31 December 2002 are given below:

Program	No. of students graduated
Diploma	293
Executive IT	117
Corporate Course	147
Basic IT	77
System Network	20
Administration (SNA)	
International Diploma (Evening)	23
Advance IT (Evening)	22
Total	699

The students who have successfully completed a BITI diploma can transfer the credits and obtain some exemption in the BSc program of foreign institutions like Windsor, Canada and all NCC (UK) partner universities.

### Post-graduate diploma

The UGC of Bangladesh approved BRAC University's proposal to start a post-graduate diploma course in Computer Science and Information Technology in Fall 2001. The course started in the same semester where senior applicants with at least a bachelor degree with good academic records enrolled. The class timings were decided considering that most students were working full-time in some organizations. This course provides first hand practical knowledge on computer usage and basic programming.

### Seminars and workshops

Over the last two years, the department organized the following seminars and workshops:

- Workshop on Java and its applications (Spring 2001)  
*Professor Suhir Bondhopadhyia from Windsor University, Canada was the main resource person and made presentations before the teachers and students of CSE department.*
- Workshop on online teaching (Fall 2001)  
*Dr. Abdullah Shibli, Instructional Technologies Specialist, Harvard University, USA conducted the workshop while several lecturers from the CSE department assisted him.*
- Pre-workshop on presentation techniques (Fall 2001)  
*To prepare the faculty members and other participants for the workshop on online teaching, Dr. Yousuf M Islam, Chairperson, Department of Computer Science and Engineering conducted the workshop to cover the topics like presentation techniques and Powerpoint-based presentations. Teachers of the Computer Science Department organized the training sessions, which included prac-*

*tical modules like Powerpoint presentation and HTML techniques.*

- Presentation on Internet (Fall 2001)  
*Dr. Yousuf M Islam, Chairperson, Department of Computer Science and Engineering conducted a presentation on the Internet and its benefits for a group of 22 army officers from the School of Signals of Bangladesh Army on 17 October 2001. Following the presentation the team visited BRAC BDMail Network (BBN) to see the layout of the ISP. The technical aspects of an ISP were covered in detail through a briefing session during the visit to the BBN.*

#### Other activities

- IT for Children and Adolescents (IFCA): Promotion of knowledge through BRAC union libraries. Students of BU and staff of BRAC and UNICEF were involved in IFCA.
- "Amader computer" – an educational cartoon project using Flash 5. BRAC Education Program and UNICEF were involved with this project.
- Prepared a health card CD for UNICEF.
- Support to IBM-ACE:
  - a. Organized training program and
  - b. Prepared manual for training program.
- Support to BRAC-BDMail Network.

#### DEPARTMENT OF ECONOMICS AND SOCIAL SCIENCES (ESS)

##### Bachelor of Social Science in Economics

The Bachelor of Social Science (BSS) program in Economics provides a solid foundation in the discipline of economics, keeping provision for specialization in one

or more areas of economics. It is an excellent preparation for a career in any organization dealing with economic aspects. A student majoring in economics at BU can expect to find jobs in government and civil service, banks and financial institutions, business organizations, public enterprises and utilities, consultancy houses, development organizations, and academic and research institutions.

The Department of Economics and Social Sciences has been offering BSS degree in economics since Fall 2001. The department was the first to implement *web-based pedagogy* by posting the lecture notes of the foundation economics course in the Internet.

##### Master of Development Studies

The Master of Development Studies (MDS) program has been designed to provide an in-depth understanding of development concepts and issues from a broad interdisciplinary perspective. After satisfactory completion of the program, the students should be able to approach and analyze development issues in the context of globalization, economic transformation, social, cultural and political changes.

This program will have the advantage of receiving full support from BRAC, which is the largest national development organization in Bangladesh (see BRAC-BU Synergy Program, p21). The department can undoubtedly gain from development field operations and research implemented by BRAC since 1972.

The MDS course is scheduled to start from the next Spring semester (February 2003).

##### Seminars and workshops

The seminars and workshops organized by the department till December 2002 are:



- Compact township as a strategy for economic development  
*Professor Salim Rashid of Illinois University at Urbana, USA, 17 Jun 2001*
- Poverty reduction and economic policy  
*Professor Syed M Ahsan, Department of Economics, Concordia University, Montreal, Canada, 19 Feb 2002*  
*The changing discourse on development: from economic growth to sustainable human development*  
*Dr. Fahimul Quadir, Director of the International Development Studies Program, York University, Toronto, Canada, 02 May 2002*
- Integrated resource planning to address power crises  
*Dr. Amulya KN Reddy, former President, International Energy Initiative, and former Dean of Faculty of Science, Indian Institute of Science, Bangalore, India, 23 Jun 2002*
- Post September 11 USA – an insight into the US economy and thinking  
*Professor Faisal M Rahman, President and CEO, the APAC Group, USA, 08 Sep 2002*
- Inequities in health status: findings from urban Bangladesh and rural Haiti  
*Dr. Henry Perry, Director General and CEO, Hospital Albert Schweitzer, Haiti, 15 Dec 2002*

## DEPARTMENT OF ENGLISH AND HUMANITIES (ENH)

The Department of English and Humanities (ENH) came into being on the very first day of the inception of BRAC University and has continued to expand in terms of students enrolled and recruitment of faculty members. The department has two distinct streams or areas of focus – literature stream and language stream.

The language stream has been very active since the beginning and the literature stream has also been gaining momentum over the last two years.

Till December 2002, there were 17 students majoring in English. However, this department offers the foundation English courses (including a non-credit remedial course), which almost every student of BU has to take. Hence, the ENH department has had to respond to the needs of its growing student body and it has done so quite adequately by recruiting faculty members at a pace corresponding to that of student enrollment.

The department has organized several seminars and workshops with a view to fostering the talents of its faculty members. These seminars and workshops have attracted faculty members both from within the department and outside.

BRAC University has established a language laboratory to improve the student's power of listening and comprehension in English language (see page 19 for details). Most foundation courses offered by ENH have integrated laboratory sessions.

### Seminars

- Maternity and women's writing: cross-cultural perspectives  
*Dr. Radha Chakravarti, Department of English, Gargi College, Delhi University, India, 18 Jul 2003*
- Towards 'an ecriture feminine: the Utopian novels of Rokeya Sakhawat Hussain and Charlotte Perkins Gilman  
*Dr. Deena Furkan, Head of the English Institute, North South University, Dhaka, 14 Aug 2002*
- Debates about misogyny in the writings of Mary Wollstonecraft and Rokeya Sakhawat Hussain



*Mr. Mahmudul Hasan, PhD student, University of Portsmouth, UK, 21 Aug 2002*

- What Krishna meant: the influences of Indic philosophy and poetics on the works of TS Eliot

*Ms. Mahrufa Mohua, faculty member, BRAC University, Dhaka, 18 Sep 2002*

### Workshops

- Development of communicative skills in English (Fall 2001)
- Teaching methodology, classroom management (Fall 2002)
- Workshop on Post-colonial Literature (Spring 2002). It was attended by around 15 faculty members from the Department of English, BU and other universities in Bangladesh.

*Resource person: Professor Sharmila Sen, Faculty of Arts and Sciences, University of Harvard, USA*

## DEPARTMENT OF MANAGEMENT AND BUSINESS (MGB)

The Department of Management and Business (MGB) aims at enabling the students to learn and practice state-of-the-art business and management concepts, principles, tools, techniques and methods, and to help them become outstanding business leaders in the highly dynamic global environment of the 21st century.

### Bachelor of Business Administration (BBA) program

The BBA program is being offered since Fall 2001 and the number of BBA students has significantly increased since then. There were 234 BBA students at BU in December 2002.

The BBA program is a 130-credit, four-year full-time undergraduate program including an 8-week summer internship. The BBA program concentrates on the following subjects:

- Finance
- Banking and insurance
- Marketing
- Computerized information systems
- E-Business
- Human resource management
- Entrepreneurship

These specializations will enable the graduates to get jobs in functional areas of the business and other organizations or to engage in self-employment. A student may, however, complete the program without specialization.

The department has been active in organizing seminars and has kept a close link with the industry so as to prepare the BBA students for entry-level managerial positions though they should be additionally equipped with necessary knowledge and skills to enable their advancement to executive and senior positions of any organization.

### Master of Business Administration (MBA) program

The MBA program is meant for aspiring leaders in management and business. The program is designed to meet the educational and training needs of people who are already in business as managers or entrepreneurs and for those who have set management or entrepreneurship as their career objective. It is a 60-credit program with a summer internship.

The MBA program offers concentration in the following areas:

- Bank management
- Corporate management
- Entrepreneurship
- Financial management
- Human resource management
- Information technology and systems management
- Marketing management
- Operations management
- Management of not-for-profit organizations

The MBA program enables the students to attain synergistic combination of knowledge, skill and experience as well as develop their insight and acumen, and build innovation and leadership ability.

Six major seminars and workshops were organized by the MGB department in its first year of operation (Fall 2001-Fall 2002).

#### Seminars

- Building learning community: the role of research  
*Dr. Syed Saad Andaleeb, Professor of Marketing, School of Business, Penn State University, USA, 09 Aug 2001*
- Strategic management: lessons from great companies  
*Professor Faisal M Rahman, President and CEO, The APAC Group, USA, 19 Mar 2002*
- Social capital  
*Dr. Thierry van Bastelaer, The IRIS Center, University of Maryland, USA, 21 Oct 2002*

#### Workshops

- Strategies for growth and profitability in health care organizations. 05 Sep 2002
- Higher education in business in USA. 09 Sep 2002

#### Executive Course in Bank Management and Information Technology (BMIT)

The basic objective of this program is to transform the students into skilled banking personnel so that they can be readily employed by the banks as junior executives in the entry-level positions without the need for immediate training. The program is meant for master degree holders who would like to prepare themselves for career in banking. It is equally useful for the probationary officers of the banks. The three thrust areas of the program are:

- Banking skill.
- English communication skill, and
- Computer skill.

Hence, the program aims to develop students' knowledge and skill of banking, ability to effectively communicate in English, and efficiently operate the computerized banking system.

#### DEPARTMENT OF MATHEMATICS AND NATURAL SCIENCE (MNS)

The Department of Mathematics and Natural Science (MNS) offers the foundation and core courses involving biology, chemistry, geography, mathematics, physics, and statistics.

Although the department is currently not offering any major degrees, they have to cater for a large number of ever-increasing students because all students of BU, regardless of major, take most of these courses.

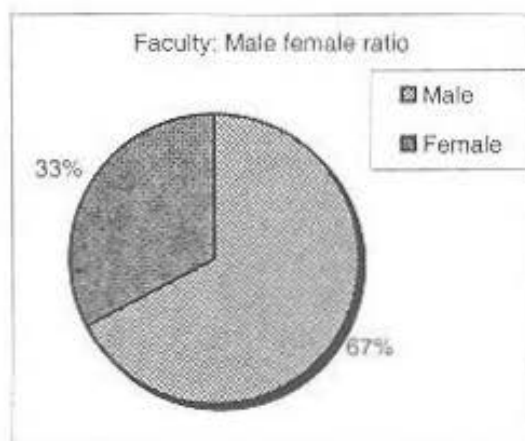
The aim of the mathematics and natural science curriculum is to expose students to a broad range of ideas and techniques with a view to develop their problem-solving skills and their analytical reasoning abilities.

## THE FACULTY

BRAC University has recruited 44 teachers in the past 18 months. The faculty members have served as a strength to the institution as they are of *extraordinary academic standing* and/or with a *high level of experience* in the respective fields. Currently there are fifty-five teaching staff at BU. Of them, eighteen are females. A list of faculty members as on 31 December 2002 is available at the end of this report (Annex A).

Following the considerably selective recruitment process, BU has given efforts to groom the selected candidates to be successful teachers or instructors. BRAC University strongly considers the *promotion of institutional participatory learning and teaching strategies* as a key priority.

The teachers are under constant appraisal for improvement - be it through *student evaluation* or *peer assessment*, the results of which are analyzed by the senior management.



### FACULTY DEVELOPMENT

Since April 2001, prolific training programs and workshops for the faculty members, conducted by the institution itself or by experts from foreign institutions, are being organized at BU (Annex B).

Every year, all the teachers of BU have to attend the Annual Faculty Development Workshop organized by the institution itself. The workshops have integrated classes of English and basic computer skills for the new teachers who have some weakness in these areas.

In the lecture sessions, methods involving effective communication, participatory teaching, and web-based pedagogy are the focal points of discussion.

The workshop in 2002 was a residential program at BRAC Centre for Development Management (BCDM), Rajendrapur. It provided necessary ambience for the teachers to associate with each other, share views, disseminate information, and of course, learn to work as a team towards the common missions of BRAC University.

### Pedagogical methods

#### Web-based pedagogy

In December 2001, Dr. A. Shibli from the School of Education, Harvard University, USA conducted a workshop at BU to teach



the basics of web-based pedagogy to the faculty members, especially those from outside the CSE department.

The 5-day workshop (with integrated lab classes) successfully enhanced the interest of *non-programmer teachers* towards the Internet and made them aware of how distant learning or web-based lectures can be implemented. At present most faculty members of BU use at least some web pages (be it blackboard.com, yahoo@newsgroups or even the homepage of BRAC University) for saving lecture notes and posting announcements regarding the respective courses.

### Participatory teaching methods

BU faculty members are strongly encouraged to use participatory teaching methods in the class. In fact, the English language classes take no more than 20 students per section of a course (i.e. half the capacity of a

normal classroom) so that the chairs can form a circle, which makes the class more discussion-oriented. This helps the students to talk freely, which in turn, enhances their English communication skills.

Some teachers randomly choose a student in each class to do a presentation of a previously taught topic. All projects assigned in the BU courses include some presentation, be it group or individual.

### Teaching aids

The faculty members have access to a wide variety of teaching aids and the institution makes an effort to train the teachers on the use of such equipment. Dr. Wali I Mondal from the Department of Management and Business, University of Redlands, California, USA facilitated a workshop on "Effective teaching with audio-visual and multi-media aids" in May 2001, where he briefed the teachers of BU.

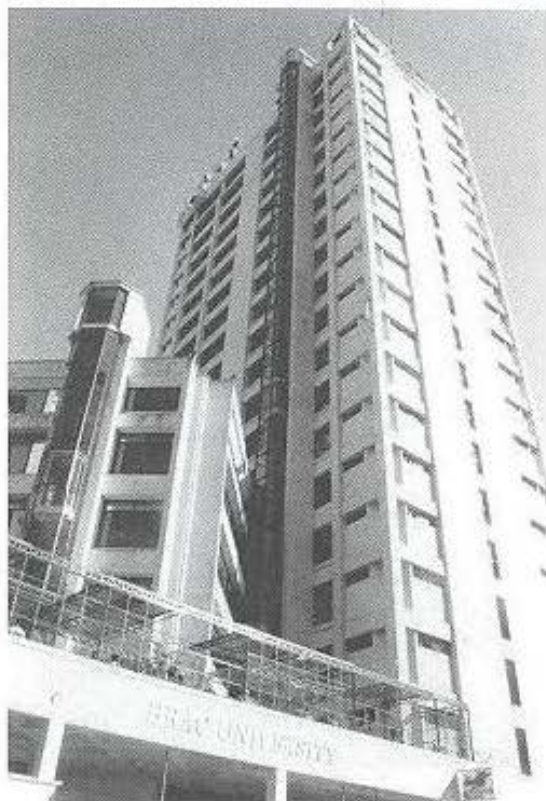


*The faculty members of BRAC University.*

## AMENITIES TO FACILITATE LEARNING

### Physical progress: the campus

BRAC University was initially housed at the six-storied University Building owned by BRAC. Over the years, the physical location of the university has expanded in line with the increasing number of students and disciplines. BU is at present using five floors of the Aarong House, a twenty-storied structure adjacent to the main building, for classrooms, offices and the library thus leading to a more spread out campus.



The Department of Architecture and the Department of Mathematics and Natural Science are setting up the physical infrastructure at three floors of Standard Tower, a building one block away from the main campus, so that they can shift their offices and classrooms by February 2003.

### Classrooms

There are many categories of classrooms at BU, based on the capacities. The rooms range from large halls having 60-100 seats to the regular classrooms having the capacity of 40-50.

The classrooms are equipped with computers, multimedia projector (TV screens for smaller classrooms), overhead projectors, and public address system. Some classrooms have additional features like television with VCR and Internet access.



All classrooms are air-conditioned and number of chairs is below the maximum capacity so as to ensure spaciousness.



Till December 2002, 14 such rooms were used for theory classes. If required, facilities available at the BRAC Center are used from time to time.

### Library

BRAC University inherited the Ayesha Abed Library from BRAC in June 2001. Since BU's inception, the number of library personnel has increased from four to seven, and 2,506 new books were procured. The library is located at the third floor of the Aarong House and meets the requirements of both BU and BRAC.



At present, the library has a collection of 10,712 books, journals, periodicals and other information resources on various subjects.

There are ten workstations with Internet connections available for students. BRAC University is a subscriber of *JSTOR*, the largest electronic journal database and all

members of this dynamic archive can access information, journals and reports in their specified fields, thus enabling the BU students to access immense amount of information through the library workstations.

In addition, the library has provision of online systems, e-mail facilities for every student, literature search services, referral services, bibliographic services and photocopying facilities. A close circuit television system has been installed in the library to help maintain the security.

The Library Committee, formed in 2001, provides continued guidance in the improvement of the library information services. The committee meets regularly to ensure smooth functioning of the library.

Development of library management software is underway for library automation. The library has a plan for further expansion soon.

### Computer lab

The Department of Computer Science and Engineering (CSE) is committed to provide the most efficient and up-to-date computer facilities for students to encourage practical learning and to stimulate research. The computer labs, where the students have their classes as well as practice hours, serve this purpose.

Over the past two years, the number of labs has increased in agreement with the growing number of students. There are three computer labs at the university building and two more at the BITI Center at Aarong House, equipped with 200 Pentium III/IV personal computers. All computers are connected to a host of peripheral devices such as scanners, printers and highly powerful UPSs. Both Internet and Intranet facilities are available at all workstations through BRAC's own ISP (BRAC-BDMail Network Ltd.).



Besides the conventional white board arrangement, there is one computer at each lab, with built-in multi-media connected to IBM Netfinity 5000 server through Windows NT local area network, which the lab teacher can use for lectures and instructions. There is one computer for every student in the lab classes. BRAC University has appointed one lab tutor at each lab to assist the students both during the class and non-class hours in case of technical difficulties.

### Digital lab

Soon after the Computer Science and Engineering (CSE) degree had been offered, the university established a digital lab for courses based on microprocessors, circuits and electronics. There is a wide range of equipment available in this lab, including oscilloscopes, trainer boards, microprocessor kits, digital multimeters, Wattmeters, Ammeters, IC testers, Rheostats, signal generators and inductors.

Twenty students can be accommodated at a time for digital lab classes, where the trainer-board-student ratio is 1:4. There is a lab tutor present at all working hours to assist the students.

### Architectural studio

Architectural or design studio is the main component of the five-year architectural education program. An architecture student has one module of studio courses in every semester.

A twenty-student design studio is normally conducted by two teachers, who guide the students on a one-to-one basis. Attention is given to nurture the intuitive and creative faculties of the students. Besides being a classroom, it is a place for debate, discussions and also to spend leisure time pursuing hobbies etc. Hence, it is like a

second home for the students of architecture. Studios are equipped with drawing tables, lockers, worktables and plenty of display spaces. Students have the freedom to organize their studio spaces according to their choice.



*A design studio of the Department of Architecture.*

### Language lab

BRAC University is the first institution of its kind to have a language lab. The twenty-workstation lab is quipped with individual cubicles, headphones, recording and playback devices. Since September 2001, this facility has been used for the improvement of students' power of listening and comprehension in English language. Most foundation courses offered by the Department of English and Humanities, comprise of integrated lab sessions.



*The language lab.*

### Local area network

The university has been dedicated to providing state-of-the-art computer network facilities both in terms of hardware and software to the faculty members, students and administrative staff. BU is consistent in upgrading these facilities every semester to keep pace with changing technology.

BRAC University has its own local area network (LAN), which is highly advantageous for all members of the University. Each member of the institution has a personal web folder and email ID. Apart from the individual directories, there is a wide range of common folders where permissions are granted according to the nature of information. Each academic department has a common folder to save course materials and references, where students have Read Only Access. System administrators are available at each building to troubleshoot if networking problems arise.

### Other conveniences

Whilst the number of students was substantially increasing in the last two years, the notion of study areas came about. BRAC University has arranged for such spaces in the building where students can study in a quiet environment. There is at least one student counselor present in those areas.

BU has also made the photocopying and printing services available for students. They can print from the common printers, which are situated in the computer labs. There are a great number of software packages available with the System Administrators, which the students can borrow to cater for their academic needs.

### Scholarships

BRAC University provides a number of scholarships for the deserving students. So far, 145 students got different types of scholarships as follows.

#### In 2001

Spring 2001	- 6 students
Fall 2001	- 6 students
<b>Total</b>	<b>- 12 students</b>

#### In 2002

Based on merit (GPA, CGPA)	- 87 students
Based on admission test result	- 13 students
Based on the results of SSC,	
HSC, and O and A levels	- 19 students
Based on two children	- 10 students
Children of BRAC employees	- 4 students
<b>Total</b>	<b>- 133 students</b>

## INSTITUTIONAL DEVELOPMENT

### BRAC UNIVERSITY INITIATIVE FOR LEARNING AND DEVELOPMENT (BUILD)

In June 2002, BRAC University launched an exercise through series of six meetings (week-end retreats) to carry out an in-depth analysis of its strengths and weaknesses and to prepare a strategic plan for its development. It was named BUILD (BRAC University Initiative for Learning and Development).

In order to stimulate and generate innovative ideas, it was decided to use "Participatory Question-Based Planning" (PQBP) method. Besides, 'Expert Witnesses' from within Bangladesh and outside were invited. The Expert Witnesses included Mr. F.H. Abed, Mr. Faruq A. Choudhury, Professor M. Yunus, Professor Zillur Rahman Siddiqui, and Dr. Martin Greeley from IDS, Sussex. Mr. Cole P Dodge of the USA facilitated the sessions. The 19-member BUILD team comprised participants from both BRAC and BU.

As the members came together for sessions various unique and productive ideas started emerging. The facilitator had initiated the program by asking them to work out the "BU Vision 2008". Once the five-year development objectives were chalked out, the short-term goals were addressed.

Most of the concepts discussed (e.g. the students immersion program at Savar, par-

ticipatory teaching methods and necessary infrastructure, BRAC-BU synergy, etc.) are expected to be implemented in 2003 onwards.

The BUILD team has identified the most rigid problems of the existing education system, be it related to the students, faculty or administrative staff of BU. The prime objective of BUILD is to enable BU's graduates to not only be excellent students but also to become "*individuals who can think and analyze*." This means that the BU product will break off from the traditional learning system of Bangladesh and have adequate analytical abilities to apply the theoretical skills in today's practical world, thus becoming more employable in the market.

### BRAC-BU synergy

BRAC, the largest country-based NGO in the world, is characterized by its diversified fields of activities towards the development of Bangladesh. BRAC University is indeed fortunate to be a part of such a massive organization with an established infrastructure. The apparent idea would be to study how BU can best utilize BRAC's existing resources, structure, fieldwork and goodwill.

The concept of the *BRAC-BU Synergy* program emerged from the first session of BUILD. All participants agreed that if such a productive and interactive bonding could be established, both the organizations would



gain to a wide extent. Henceforth, the university authorities have started working out plans for programs based on this unique synergy.

### Internship program

BRAC's laboratory for development research has been attracting innumerable students from home and abroad for decades. Every year, 50-60 local and foreign interns (undergraduate, postgraduate or PhD students) come to BRAC to benefit from the *finest field exposure*. Through the synergy program, the joint resources of BRAC and BU will lead to a more vast and rich research base enabling these interns to make use of the academic facilities of BRAC University as well.

On the other side, the senior students of BRAC University who have to complete their internship course before graduating will have opportunities to apply their skills at BRAC. Apart from the students of development studies, who would obviously fit in with BRAC's operations, the young learners from all departments could complete the internship program in any of the diverse and numerous organizational branches of BRAC.

### BU FORUMS

In 2002, certain unique forums were added to the existing list of student clubs, by BRAC University. The Young Entrepreneur's Forum, Social Forum and the Adolescent Forum are such groups, which were developed with the notion that they would gain significantly from BRAC's cooperation. The teachers and students who are members of these forums will have access to transport and accommodation in the rural areas where they can conduct relevant research and focus their activities.

Even the drama and cultural clubs can organize field trips to expose the students to

rural *Gono natok* (Popular Theatre) and *Baul sangeet* (Folk songs). This would definitely help the BU members understand the roots of our ethnicity and in turn, become strongly attached to it.

### FACULTY-SHARING

BRAC's trainers and facilitators from its many training programs can be utilized at BU for special lectures or courses. Again, the professors from BU can be assigned to design and conduct certain training programs of BRAC.

All the above-mentioned issues are the short-term plans for the synergy program. In course of time, there will emerge possibilities of longer-term BRAC-BU synergy.

### BENCHMARKING

Many members of BUILD were sent to both local and foreign "comparator" universities/institutions for benchmarking. The aim was to compare the administrative and academic policies of those universities with BU and share ideas on how to establish an institution with "thinking individuals" as output.

BRAC University is planning to start the School of Public Health and Institute of Education and Development. Relevant foreign universities and institutes were consulted to help plan the initial steps.

### The "Comparator" institutions visited till 31 December 2002

**Bangladesh:** Gonoshastha Bishwabiddyalay

**Pakistan:** Aga Khan University and Lahore University of Management Studies (LUMS)

**USA:** Trinity College, Vassar College, Georgia Tech., University of Maryland,

North Western university, University of Illinois, Michigan State University, Agnes Scott College, University of Arizona, and School of International Training

**Singapore:** National University of Singapore and INSEAD

**Phillippines:** Asian Institute for Management, and University of Philippines, Diliman and Manila

**Thailand:** Asian Institute of Technology

**Canada:** Carleton University, Windsor University, McGill University, Toronto University, York University

**Costa Rica:** Earth University

**UK:** London School of Economics (LSE), School of Oriental and African Studies, University of Sussex, and University of East Anglia

The profound points about the comparators were noted down at the fifth session of BUILD following which the participants reviewed each feature and disseminated their views regarding it. It was amazing how at the end of the session, the BUILD members had a clearly defined picture of what needs to be adopted and what should be discarded from the comparators' features.

### Global affiliation

The Vice-Chancellor of BU has signed memorandums of understanding with various reputed foreign institutions in the USA, Canada, and Asian countries since Spring 2001. Exchange programs of different kinds are being planned and two students from Michigan State University, USA are scheduled to come to BRAC University in Spring 2003 to spend the entire semester as exchange students.



*The Nobel laureate Professor Amartya Sen (right) visited BRAC University during 12-13 December 2002. He was welcomed by Mr. Fazle Hasan Abed, President of the Governing Board, BRAC University and the founder Chairperson of BRAC.*

## STUDENT ACTIVITIES

### CLUBS AND FORUMS

BRAC University believes in producing all-rounder graduates who are equipped with academic knowledge as well as co-curricular abilities. Such a blend of knowledge and aptitudes would enable the BU students to become rich in skills, creativity and productivity. To achieve this goal, BU has established several clubs and forums.

#### Debating Club

BRAC University Debating Club (BUDC) is one of the oldest clubs of the university, initiated in Spring 2001. The prime objective of this forum is to create leaders of tomorrow by promoting debating as an effective way of developing communication skills.

Till 31 December 2002, there were 50 active members of the club. The activities of the club during the first two years were as follows:

- Organized the "Inter-department Debate Competition 2001." The department of CSE was awarded the 'First Prize' and the MGB department became second.
- Participated in National Television Debate Competition (January 2002).
- Participated in *Prothom Alo*-Butterfly National Debate Week, held from 9-15 February 2002. One of the BU team

members was selected for BAROWARI Debate Competition organized by the Notre Dam Debating Club.

- Participated in "National Education Week 2002" debate competition held on 12-13 February 2002.
- Organized a workshop on debate at the university premises on 13 July 2002.
- Participated in "Independence Day Debate Competition 2002" on 26 May 2002 organized jointly by the Gulshan Club and Dhaka University Debating Society.



*Receiving award from the BU Vice-Chancellor Professor Jamilur Reza Choudhury in the BRAC University Debate Competition 2002.*

#### Computer Club

BRAC University Computer Club (BUCC) started its activities since Fall 2001. It



simply manifests an upshot to the ever-escalating interest in the field of computer science and information technology.

This club consists of people enthusiastic about all aspects of computers, including design and use of software and hardware, the underlying electronics, the theory and application of modern computing, linking the university with the IT industry and the history of computers itself.

Till December 2002, BUCC had organized various promotional events and activities such as,

- Workshops and seminars
- Project fairs
- Software competitions
- Programming contests
- Training for programming contests (to increase familiarity with cutting-edge technology to augment education and create more lucrative prospects for potential employers)

The major activities are:

- i) Participation in the 26th ACM ICPC Contest
- ii) Involvement with the "IT for children and adolescence project" sponsored jointly by BRAC and UNICEF
- iii) Educational software development project by DataSoft Systems Ltd., one of the leading software development companies in Dhaka, in collaboration with BRAC University students, and
- iv) Preparation for AIPC contests.

### Cultural Club

The BRAC University Cultural Club (BUCuC) was formed in Fall 2001 to disse-

minate our cultural values to the students and in turn, help them comparatively explore the foreign cultures. Every year, this forum organizes cultural programs on Independence Day, National Language Day, and Bengali New Year. For the last two years, the students and teachers of BU have been joining the "Probhat Ferry" towards the *Shahid Minar* (Monument for the martyrs of language movement) on 21 February. The processions were organized by the BUCuC.



*A scene from a fashion show staged at BRAC University on 17 August 2002.*

Some major activities of this club were:

- A musical evening, organized on 02 December 2002, where an eminent artist and musicologist of the country Mr. Mustafa Zaman Abbasi enthralled BU students and staff with a demonstration lecture. He narrated the history of folk music of the Bengal with demons-

trations of *Bhatiali*, *Bhaola*, and other traditional songs.

- Movie shows: The seminar room of the university building is used for featuring movies (English or Bangla) to enhance the cultural minds of the students. The first movie show (*Hirok rajar deshe* in Bangla) took place on 18 November 2002.
- The first major cultural program of BU, which included Tagore, Nazrul, patriotic and modern songs, dance, poetry recitation, and a short play, was held on 17 August 2002.
- Members of the BUCuC have taken part in the Inter-private University Competition, 2001 in Bangladesh Television where students of BU secured first position in poetry recitation and the third positions in both in flute and *tabla* performances.

The BUCuC has plan to arrange cultural events in future and to make BRAC University an institute of excellence not only in academic matters but also in cultural activities.

### BRAC University Cricket Club

The BRAC University Cricket Club had already formed a cricket team by Fall 2002, and preparing for the Inter-university Cricket Tournament 2003. To train the team for the upcoming tournament, the practice takes place every Friday.

### Prangon

*Prangon*, an open air garden was opened for students on 10 October 2002. The first floor roof-top garden will have a snack bar and provisions for indoor games. A team from the Department of Architecture headed by Dr. Zainab Ali designed the garden that has

more than 100 different types of plants and creepers. *Prangon* is the ideal venue for students to carry out their co-curricular activities.



*The lively Prangon.*

### Initiation of new forums

In summer 2002, BRAC University had discussions with BRAC regarding jointly organizing the new clubs. Till Fall 2002, all the forums were centrally administered by the Student Affairs Committee of BU. Due to the immensely increasing number of members at each forum and the numerous activities, all clubs were assigned individual patrons and advisors, who were either faculty members of BU or BRAC members.

Once the new clubs were decided, a BU Club Fair or *mela* was organized at *Prangon* on 18 November 2002. The lively *mela* was



formally inaugurated by Professor JR Choudhury, VC, BU, and was attended by the students and teachers of BU and the senior executives of BRAC.

All the 12 clubs/forums set up individual stalls at the *mela*. The Blood Donation Society, BU also set up a stall where a large number of teachers and students signed up as donors. The main aim of the *mela* was to acquaint the students as well as teachers of the missions of each club so that they could sign up accordingly, as active members. Each student was allowed to register for a maximum of two clubs of his/her choice.

Student representatives were selected by each forum to serve as the communication link between the advisors and student members. Every club has a coordinator, usually a faculty or administrative staff member of BU, who is in charge of organizing and recording the club activities.

The new list of clubs was published in the bulletin along with the names of the patrons, advisors and coordinators as follows:

#### **Adolescent Empowerment Forum**

Patron: Dr. Salehuddin Ahmed  
Advisors: Ms. Saulat H Zaman-BU and Ms. Erum Marium-BRAC  
Coordinator: Dept. Coordination Officer, Economics and Social Science

#### **Cultural Club**

Patron: Dr. Zainab F Ali  
Advisors: Mr. Hafiz Hasan and Ms. Husna M Siddiqui  
Coordinator: Dept. Coordination Officer, Architecture

#### **Drama and Theatre Club**

Patron: Professor Firdous Azim  
Advisors: Mr. Farid Hasan-BRAC and Ms. Afia Arafat, BU  
Coordinator: Dept. Coordination Officer, English and Humanities

#### **Enterprise Development Forum**

Patron: Professor Abdur Rab  
Advisors: Mr. Shaheen Kabir-BU, Ms. Fauzia Haque-BU, and Ms. Farzana Chowdhury-BRAC  
Coordinator: Dept. Coordination Officer, Management and Business

#### **Social Development Forum**

Patron: Dr. Golam Samdani Fakir  
Advisors: Ms. Shamsun Nahar Rahman-BU, Ms. Nadia Rawshan-BU, and Ms. Elena Zubaidi-BRAC  
Coordinator: Dept. Coordination Officer, Mathematics and Natural Science

#### **National Heritage Forum**

Patron: Dr. Enamul Haque  
Advisors: Mr. Tajul Islam-BRAC, Dr. Mahtab-uz-Zaman-BU, Ms. Shreyasee Sarma Pati, and Mr. Adnan Al Wahid-BU  
Coordinator: Mr. Mushfiqur Rahman, Student Counselor

#### **Debating Club**

Patron: Professor Syed Manzoorul Islam  
Advisors: Ms. Ruhma Khalil Choudhury, Ms. Afroza Sultana  
Coordinator: Mr. A Wohab

#### **Photography Club**

Patron: Dr. Fuad Hasan Mallick  
Advisors: Mr. AQM Abdullah and Ms. Amina Hasan Abedin  
Coordinator: Mr. AQM Abdullah

#### **English Writing Club**

Patron: Dr. Yousuf Mahbubul Islam  
Advisors: Ms. Tasnuva Arafeen, Ms. Farzana Choudhury, Ms. Rafah Absar, and Ms. Sohana Manzoor  
Coordinator: Dept. Coordination Officer, CSE

#### **Computer Club**

Patron: Dr. Sayeed Salam  
Advisors: Mr. Javed Hasan, Mr. Rafiqul Hasan Chowdhury, and



Mr. Shafquat Rahman

Coordinator: Mr. Ashfaq Rahman

#### **Cricket Club**

Patron: Dr. Fuad Hasan Mallick

Advisors: Mr. Sajedul Huq, Mr. Mahady Hasan, and Mr. Zillur Rahman

Coordinator: Mr. Junaed Sattar

#### **Indoor Games Club**

Patron: Dr. Yousuf Mahbubul Islam

Advisors: Mr. Mofijul Islam, Ms. Lima

Choudhury, and Mr. Rishat Mahmud Pathan

Coordinator: Mr. Rafiqul Hasan Chowdhury

**Annex A****LIST OF FACULTY MEMBERS**

(As on 31 December 2002, listed alphabetically department-wise)

**Architecture**

Name	Designation
Dr. Fuad Hasan Mallick	Chairperson
Professor Mujibur Rahman	Visiting Faculty
Dr. Zainab F Ali	Associate Professor
Dr. QM Mahtab-uz-Zaman	Assistant Professor
Mr. Md Hafizul Hasan	Lecturer
Mr. Md Abdul Quasem Md Abdullah	Lecturer

**Computer Science and Engineering**

Name	Designation
Dr. Yousuf Mahbubul Islam	Chairperson
Mr. Md. Monzur Morshed	Visiting Faculty
Dr. Nasim Dewan	Visiting Faculty
Mr. Humayun Kabir	Visiting Faculty
Dr. Sayeed Salam	Assistant Professor
Mr. Javed Hasan	Lecturer
Mr. Tarem Ozair	Lecturer
Ms. Husna Mehnaz Siddiqui	Lecturer
Ms. Rafa Absar	Lecturer
Mr. Junaed Sattar	Lecturer
Ms. Afroza Sultana	Lecturer
Mr. Shaquat Rahman	Lecturer
Mr. Risat Mahmud Pathan	Lecturer
Ms. Amina Hasan Abedin	Lecturer
Mr. Md Mafijul Islam	Lecturer
Mr. Zillur Rahman	Lecturer
Mr. Md. Rafiqul Hasan Chowdhury	Lecturer
Mr. Ashfaq Rahman	Lecturer
Ms. Sehela Siddiqua	Lecturer
Ms. Durdana Islam	Lecturer
Mr. Towhidul Islam	Lecturer
Mr. Mahady Hasan	Lecturer

**Economics and Social Sciences**

Name	Designation
Professor AM Muazzam Husain	Chairperson
Professor Siddiquir Rahman Osmani	Professor
Dr. Lutfun Nahar	Visiting Faculty
Dr. SI Khan	Visiting Faculty

**Economics and Social Sciences (continued)**

Dr. Anwarul Hoque	Visiting Faculty (Fulbright Scholar)
Dr. Sajjad Zohir	Course contract
Dr. Farhad Hossain	Visiting Faculty
Dr. Zia Us Shams	Visiting Faculty
Dr. Shamim Ferdous Karim	Visiting Faculty
Ms. Nadia Rawshan	Lecturer
Mr. Adnan Al Wahid	Lecturer
Ms. Sonia Akther	Lecturer
Ms. Poonam Mehzad Alam	Teaching Assistant

**English and Humanities**

Name	Designation
Professor Firdous Azim	Chairperson
Professor Syed Manzoorul Islam	Visiting Faculty (Part-time)
Professor Mufakharul Islam	Visiting Faculty
Dr. Fakrul Alam	Visiting Faculty
Ms. Nazmeen Haque	Visiting Faculty
Mr. Manmoy Zafar	Visiting Faculty
Mr. Md. Raquibuddin Chowdhury	Visiting Faculty
Ms. Mahfida Tahnyat	Lecturer
Ms. Ruhma Khalil Choudhury	Lecturer
Ms. Shaheena Choudhury	Lecturer
Mr. Andaleeb Shahjahan	Lecturer (Part-time)
Ms. Tasnuva Arafeen	Lecturer (Part-time)
Ms. Nazia Hussain	Lecturer (Part-time)
Ms. Sohana Manzoor	Lecturer
Mr. ATM Sajedul Huq	Lecturer (Part-time)
Ms. Faria Tofail	Lecturer
Ms. Shenin Ziauddin	Lecturer
Ms. Aleya Siddiq	Lecturer
Ms. Aliya Sahnoor Amreen	Lecturer
Ms. Afia Arafat	Lecturer

**Management and Business**

Name	Designation
Professor Abdur Rab	Chairperson
Dr. Mujib U Ahmed	Associate Professor
Dr. Farhad Hossain	Part-time Faculty
Dr. Ataur Rahman Khan	Visiting Faculty
Dr. Abdur Rob Khan	Visiting Faculty
Mr. Quazi Shaheen Kabir	Lecturer
Ms. Farzana Choudhury	Lecturer
Ms. Sawlat Hilmi Zaman	Lecturer



**Mathematics and Natural Science**

Name	Designation
Professor M Nurul Islam	Chairperson
Professor AA Ziauddin Ahmed	Part-time Faculty
Dr. Rehana Bari	Visiting Faculty
Dr. Golam Md. Bhuiyan	Visiting Faculty
Dr. Arshad Momen	Visiting Faculty
Dr. Hafiz Tariq Abdullah Khan	Visiting Faculty
Mr. Moazzem Hossain	Lecturer
Mr. Moshour Rahman	Lecturer
Mr. Rezwanur Rahman	Lecturer
Mr. Md. Jakir Hossen	Lecturer
Ms. Shemin Hasna Kalam	Lecturer
Mr. Shahabul Alam	Teaching Assistant
Mr. Abul Bashar	Teaching Assistant
Mr. Wahaduzzaman	Teaching Assistant

**Annex B****Faculty Development Workshops****Workshop # 01**

Focus: Effective teaching with audio-visuals and multimedia aids  
Facilitator: Dr. Wali I Mondal, Department of Management and Business, University of Redlands, California, USA  
Date: 03 May 2001

**Workshop # 02**

Focus: Internet teaching  
Facilitator: Dr. Abdullah Shibly, School of Education, Harvard University, USA  
Date: 2-5 August 2001

**Workshop # 03**

Focus: Faculty development workshop  
Facilitator: Professor Abdur Rab, Department of Management and Business, BRAC University  
Date: 13-18 September 2001

**Workshop # 04**

Focus: Faculty development workshop  
Facilitator: Professor Abdur Rab, Department of Management and Business, BRAC University  
Date: 6-12 September 2002

## Annex C

**LIST OF MANAGEMENT STAFF**

(As on 31 December 2002)

Name	Designation
Professor Jamilur Reza Choudhury	Vice-Chancellor
Dr. Salehuddin Ahmed	Treasurer
Mr. Muhammad Sahool Afzal	Registrar
Ms. Shreyasee Sarma Pati	Assistant Registrar
Ms. Rafequnnesa Amin	Secretary to Vice-Chancellor
Mr. Mohammad Hossain	System Administrator
Ms. Fahima Khanam	Assistant System Administrator
Mr. Sarathi Bardhan	Assistant System Administrator
Ms. Sabrena Mahbub Sultana	Assistant System Engineer
Mr. Rashedul Hassan	Assistant System Administrator
Mr. Md Wahedul Islam	Administrative Officer
Ms. Lima Choudhury	Student Affairs and Coordination Officer
Ms. Nazma Motahar	Student Welfare Officer
Ms. Fouzia Haque	Accountant
Ms. Tanjima Tamanna	Accounts Officer
Mr. Md Shams-Ul-Arefeen	Assistant Accounts Officer
Dr. Mahbuba Ferdousi	Medical officer
Mr. Md Mahfuzul Haque	Student Counselor
Ms Farhana Afroz	Public Relations and Liaison Officer
Mr. Md Lutfur Rahman	DCO (Architecture Dept.)
Mr. Mostak Ahmed	DCO (MGB)
Ms. Naila Al Mahmuda	DCO (CSE)
Mr. Mohammad Ali Khan	DCO (ENH)
Mr. Mohammad Shamim Azad	DCO (MNS)
Mr. Md Moshfequr Rahman	DCO (ESS)
Mr. Motasem Ali	Deputy Librarian
Ms. Nasima Begun	Assistant Librarian
Mr. K Ali Murtaza	Library Assistant
Mr. Mohammad Shahidul Islam	Library Assistant
Mr. Nahid Ferdous Aunty	Junior Librarian
Mr. Abdul Latif	Security Officer
Mr. Rafiqul Islam	Office Assistant
Mr. Ruhul Amin	Office Assistant
Mr. Belal Ahmed	Office Assistant
Mr. Aslam Khan	Office Assistant
Mr. Md Rabiul Islam	Office Assistant
Mr. Md Anisur Rahman	Office Assistant
Mr. Hanif Miah	Office Assistant
Ms. Archana Rani Saha	Office Assistant
Mr. Abdul Ali Mamun	Messenger



## Annex D



রহমান রহমান হুক  
Rahman Rahman Huq

### **Auditors' Report To the Governing Body BRAC University**

We have audited the accompanying balance sheet of the BRAC University as at 31 December 2001, and the related income and expenditure account and cash flows together with notes 1 to 14 for the year then ended. The preparation of these financial statements is the responsibility of the management. Our responsibility is to express an independent opinion on these financial statements based on our audit.

We conducted our audit in accordance with Bangladesh Standards on Auditing (BSA). Those Standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statements presentation. We believe that our audit provides a reasonable basis for our opinion.

In our opinion, the financial statements, prepared in accordance with Bangladesh Accounting Standards (BAS), give a true and fair view of the state of the University's affairs as of 31 December 2001, and of the results of its operations and its cash flows for the year then ended and comply with Private University Act 1992 and other applicable laws and regulations.

#### **We also report that**

- a) we have obtained all the information and explanations which to the best of our knowledge and belief were necessary for the purposes of our audit and made due verification thereof;
- b) in our opinion, proper books of account as required by law have been kept by the University so far as it appeared from our examination of those books;
- c) the University's balance sheet and income and expenditure account dealt with by the report are in agreement with books of account.

Dhaka, 12 May 2003



রহমান রহমান হুক  
Rahman Rahman Huq


**BRAC University**  
**Balance Sheet as at 31 December 2001**

	Notes	2001 Taka
A. Property, plant and equipments (at cost less accommodation depreciation)	2	12,769,476
B. Current assets		
Cash and cash equivalents	3	50,157,049
Advance and prepayments	4	31,425
Receivables	5	30,000
		50,218,474
C. Current liabilities		
Loan from BRAC		3,000,000
Payables	6	532,310
Outstanding liabilities	7	12,417,768
		15,950,078
D. Net current assets (B-C)		34,268,396
E. Total assets (A+D)		47,037,872
F. Financed by		
Reserve fund	8	50,000,000
Excess of expenditure over income		(2,962,128)
		47,037,872

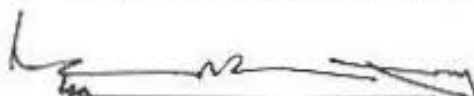
*Notes 1 to 14 annexed form an integral part of these financial statements.*

  
Treasurer

  
Member of Governing Body

  
Member of Governing Body

As per our report of same date.

  
Auditors

Dhaka, 12 May 2003



রহমান রহমান হুগ  
Rahman Rahman Huq

**BRAC University**  
**Income and expenditure account**  
**for the year ended 31 December 2001**

	Notes	2001 Taka
<b>A. Revenue</b>		
Admission fees		1,640,000
Tuition fees		10,045,300
Sale of forms		133,600
Other income	9	1,043,054
Interest on FDR		4,041,101
Laboratory fees		548,000
		17,451,055
<b>B. Expenses</b>		
Salaries	10	8,552,286
Repair and maintenance	11	1,179,258
Newspaper and periodicals		1,878
Courier and postage		4,253
Electricity, gas and water		69,311
Telephone, fax and e-mail	12	425,686
General and administrative expenses	13	316,134
Bank charges		6,083
Honorarium to committee members		397,621
Depreciation		2,531,120
Hired security services		100,341
Rent		4,935,700
Software development		262,280






রহমান রহমান হুগ  
Rahman Rahman Huq

	Notes	2001 Taka
Inauguration		358,141
Seminar, workshop, etc.		121,926
Entertainment		85,046
Advertisement and promotion		377,041
Printing and stationery	14	678,628
Audit fees		10,450
		<u>20,413,183</u>
<b>Excess of expenditure over income (A-B)</b>		<u><u>(2,962,128)</u></u>

*Notes 1 to 14 annexed form an integral part of these financial statements.*

  
Treasurer

  
Member of Governing Body

  
Member of Governing Body

As per our report of same date.

  
Auditors

Dhaka, 12 May 2003

## Annex E



রহমান রহমান হুগ  
Rahman Rahman Huq

### Auditors' Report To the Governing Body of BRAC University

We have audited the accompanying balance sheet of the BRAC University as at 31 December 2002, and the related income and expenditure account and cash flow statement together with notes 1 to 19 for the year then ended. The preparation of these financial statements is the responsibility of the management. Our responsibility is to express an independent opinion on these financial statements based on our audit.

We conducted our audit in accordance with Bangladesh Standards on Auditing (BSA). Those Standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statements presentation. We believe that our audit provides a reasonable basis for our opinion.

We report that no income tax provision has been made in these accounts as required by Income Tax Ordinance 1984.

Except for the above, in our opinion, the financial statements, prepared in accordance with Bangladesh Accounting Standards (BAS), give a true and fair view of the state of the University's affairs as of 31 December 2002, and of the results of its operations and its cash flow for the year then ended and comply with Private University Act 1992 and other applicable laws and regulations.

#### We also report that

- a) we have obtained all the information and explanations which to the best of our knowledge and belief were necessary for the purposes of our audit and made due verification thereof;
- b) in our opinion, proper books of account as required by law have been kept by the University so far as it appeared from our examination of those books;
- c) the University's balance sheet, the income and expenditure account and the statement of cash flow are in agreement with books of account; and
- d) the expenditure incurred were for the university's purposes.


Dhaka, 13 November 2003



রহমান রহমান হুগ  
Rahman Rahman Huq

**BRAC University**  
**Balance sheet as on 31 December 2002**

<b>Assets</b>	<b>Notes</b>	<b>2002 Taka</b>	<b>2001 Taka</b>
<i>Non-current assets</i>			
Property, plant and equipments	3	17,322,813	12,769,476
<i>Current assets</i>			
Receivables	4	253,200	30,000
Prepayments	5	592,523	31,425
Cash and cash equivalents	6	74,595,006	50,157,049
		<u>75,440,729</u>	<u>50,218,474</u>
<b>Total assets</b>		<u><u>92,763,542</u></u>	<u><u>62,987,950</u></u>
<b>Fund and liabilities</b>			
<i>Fund</i>			
Ford Foundation grant	7	17,753,361	-
Reserve fund	8	50,000,000	50,000,000
Excess of income over expenditure		843,942	(2,962,128)
<b>Total fund</b>		<u>68,597,303</u>	<u>47,037,872</u>
<b>Current liabilities</b>			
Short term borrowings	9	1,000,000	3,000,000
Payables	10	1,253,027	532,310
Advance course fees	11	1,166,285	-
Outstanding liabilities	12	19,560,038	12,417,768
Provision for expenditure	13	1,186,889	-
		<u>24,166,239</u>	<u>15,950,078</u>
<b>Total liabilities</b>		<u><u>92,763,542</u></u>	<u><u>62,987,950</u></u>

  
Treasurer

  
Member of Governing Body

  
Member of Governing Body

As per our annexed report of the same date

  
Auditor

Dhaka, 13 November 2003





রহমান রহমান হক  
Rahman Rahman Hug

**BRAC University**  
**Income and expenditure account**  
**for the year ended 31 December 2002**

Income	Notes	2002 Taka	2001 Taka
Revenue	14	47,632,600	12,366,900
Non-operating income	15	<u>4,968,051</u>	<u>5,084,155</u>
<b>Total income (A)</b>		<u>52,600,651</u>	<u>17,451,055</u>
<b>Expenses</b>			
Salaries (Teachers)	16	18,132,134	6,565,821
Repairs and maintenance	17	1,237,694	1,089,948
General and administrative expenses	18	6,449,807	2,391,909
Printing and stationery	19	1,410,378	678,628
Newspaper and periodicals		6,366	1,878
Courier and postage		41,141	4,253
Electricity and water		1,934,845	69,311
Telephone, fax and e-mail		1,150,455	425,686
Bank charges		21,226	6,083
Honorarium		219,900	397,621
Depreciation		3,981,249	2,531,120
Security expenses		68,928	100,341
Rent		8,740,200	4,935,700
Software development		283,540	262,280
Inauguration		-	358,141
Seminar, workshop, etc.		2,332,826	121,926
Entertainment		397,982	85,046
Advertisement and promotion		562,806	377,041
Audit and consultancy fees		100,000	10,450
Medical expenses		4,919	-
Networking expenses		118,570	-
Scholarship		1,027,425	-
Staff development and training		11,800	-
Students activity		61,230	-
Traveling expenses		236,245	-
Subscription		<u>262,915</u>	<u>-</u>
<b>Total expenses (B)</b>		<u>48,794,581</u>	<u>20,413,183</u>
Excess of income over expenditure before tax (A-B)		3,806,070	(2,962,128)
Tax provision		-	-
<b>Excess of income over expenditure after tax</b>		<u>3,806,070</u>	<u>(2,962,128)</u>

