

## **URGENT NOTICE FOR ALL STAFF AND STUDENTS**

In view of the guidelines sent by the University Grants Commission to the Universities on 7 May 2020 regarding the steps to be taken by the Universities due to the pandemic, a virtual meeting of the Deans, Heads of Departments and Offices, senior members of the Faculties chaired by the Vice Chancellor was held on 9 May 2020.

After threadbare discussions regarding the suggested steps related to classes, the following decisions were taken for implementation by the staff and the students with utmost efforts in view of the present pandemic situation and which is in line with the steps given by the UGC.

1. The laboratory/sessional classes will be held as soon as the Government allows reopening of the University. Rest of the experiments will be completed quickly in an intensive manner and classes may be taken seven days a week, if necessary.

2. The theory classes will be taken online to cover the rest of the topics using a convenient platform with the assistance of the ICT, IQAC, BdREN. The course sites with necessary information should be completed by 14 May 2020, if not completed yet and the classes should start soon afterwards, if not started yet. The normal class schedule may be followed with the supervision of the Heads. The sessions should be recorded and uploaded for future use by students specially who missed, had technical problems due to connectivity, or had problems of understanding. After the University reopens, classes for a week or so will be taken to review or summarize the topics covered online. After a brief preparatory leave of a week or so the final exams will be held. After opening the health issues and social distancing measures should be followed.

To move forward with the academic program the cooperation of all concerned are sought in this abnormal difficult situation.

By order of the Authority

Registrar