

Bangladesh Public Administration Training Centre

Savar, Dhaka

Department of PPR, P&S Division

Minutes of the Faculty Meeting

Chair: Ramendra Nath Biswas, Rector, BPATC

Venue: Rector's Conference Room, ITC

Date and Time: 27 December, 2022; 11:00 am (Tuesday)

Attendance: Annexure-1

The Chair of the meeting and Rector of BPATC welcomed all members of the faculty and thanked the officials of PPR for arranging the meeting on his call. Then he asked Director, PPR to present the agenda and initiated discussion. Agenda-wise discussion and decisions are as follows:

Sl.	Agenda Item	Discussion	Decision
01	Institutional Review	It was discussed that some members of the two institutional review committees formed earlier have either retired or have been transferred from BPATC. Hence, the terms of both the committees have expired. Therefore, Director (PPR) proposed that a new committee may be re-constituted. Members of Faculty present in the meeting agreed to the proposal. The ToR of the new committee will be similar to the ToRs mentioned in the committee formation order passed on 23 July, 2020. The committee will be formed by names of its members.	A new 'Institutional Review Committee' will be formed comprising following members: (1) MDS (P&S): Convener (2) Director (Admin) (3) Director (PPR) (4) Director (RC) (5) Director (Evaluation) (6) Director (Research) (7) Director (LTA) (8) Director (IP) (9) Dr. Mohammad Rezaul Karim, DD (GS) (10) Dr. Morshed Alom, DD (Research) - Member-Secretary
02	Policy Dialogue	Director (PPR) informed that some steps were taken towards arranging policy dialogue in 2022. Some themes were proposed and few Committees were	Formal communication with MoPA and PMO should continue for arranging policy dialogue

formed to facilitate the event. However, in 2023, since no fixed date or approval was obtained from the Ministry of Public Administration yet, the commencement of any event is still pending. The Chair informed that once MoPA or PMO affirms the arrangement, BPATC will act accordingly.

Implementation: MDS (P&S)

<p>03 Preparation for 75th FTC</p>	<p>Members were informed that the 75th FTC may start in March, 2023 and approx. 600 participants may come for the training. Ensuring classroom, accommodation, dining and other amenities to the participants will be a challenge. Hence, all concerned departments of the Centre should take steps in advance so that the upcoming training programme may run smoothly. MoPA should also be kept informed of the Centre's strength and weakness regarding the logistical support.</p>	<p>Preparatory meeting to be convened as early as possible for taking preparation ahead of the programme.</p>
		<p>Implementation: Director (PPR)</p>
<p>04 Organizing 8th ICPAD</p>	<p>Members of Faculty expressed their opinion regarding arrangement of 8th ICPAD which was supposed to be held in November/December 2022. Due to government's restrictive policy on foreign currency, sponsoring international paper presenters is not possible. So, a section of the Faculty opined that the event may be postponed for indefinite period of time. Others expressed that it may be held online or a blended approach (in-person local participation and international participants online) may be taken. However, the Chair argued that the programme should be held in-person with international researchers' presence.</p>	<p>The opinion of the Ministry of Public Administration needs to be sought on organizing 8th ICPAD.</p>
		<p>Implementation: Director (IP) and concerned Committee</p>
<p>05 Improving the quality of</p>	<p>Rector of BPATC advanced that the quality of training at BPATC should be</p>	<p>Participants' feedback, speaker's evaluation</p>

training

upscaled at any cost. Therefore, scores and curriculum curriculum of different courses should be review should be placed improved on regularly specially in the Faculty meeting. incorporating issues on basic Economics and the economy. Furthermore, quality **Implementation:** Director resource persons should be invited and (Evaluation) and Director poor performers should be avoided. (PPR) Participants feedback should be considered for improving the quality of training programmes.

- 07 Miscellaneous** The Chair drew the attention of the Faculty to the following issues and gave directives:
- Quality in research projects should be ensured
 - Development cooperation with JICA and other organizations should be advanced
 - 15-storey new dormitory should be prepared for hand-over by February, 2023

02. Having no other issues for discussion, the Chair concluded the meeting with thanks to all members of Faculty.


Sd/-
27.12.2022
Ramendra Nath Biswas
Rector

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Dated: 27 December, 2022

Distribution: for information/action (Not as per seniority)

- Faculty members (all), BPATC, Savar, Dhaka
- Project Director, ETC Project, BPATC, Savar, Dhaka.
- PS to Rector (for information of the Rector), BPATC, Savar, Dhaka
- Assistant Programmer-04 (with request to publish the meeting minutes on BPATC website), BPATC, Savar, Dhaka.
- Office Copy


Hasan Murtaza Masum
Director (PPR)