

# Meeting of IBAC, Dispur Law College Held on 13<sup>th</sup> June, 2024

## Members Present:

1. Gargi Dutta Paul.
2. Debi Anupama M
3. Kamel Medhi.
4. Pallabi Baruah 13/06/24
5. Jyotsna Saha 13/06/2024
6. Indrani Medhi 13/06/
7. Tanay Paul 13/06/24
8. Barjat Baruah 13.06.2024
9. Dikshendramiti Sarma 13/06/2024
10. Dr. Prabhat Saha 13/06/2024
11. Kaberi Sonowal, 13/06/2024
12. Dr. Suranjana Kalita. 13/06/2024
13. Pallavi Neog 13/06/2024

RESOLUTION OF THE MEETING HELD ON 13<sup>TH</sup> JUNE, 2024

Time: 2.30 p.m.

Venue: Conference Hall

1. Members discussed about conducting academic orientation for the fresher's.
2. Proposal for doubt clearing class, lesson plan, syllabus completion certificate.
3. There was a discussion on purchase of stationery items for different NAAC activities. The Principal has suggested to use the stationery items from office.
4. The Coordinator has proposed induction of new members in the IQAC and redistribution of members. Accordingly, the members were distributed in the following 7 criterias:
  - i. Criteria 1---Dr. Plabita Saikia, core member  
Ms. Kaberi Sonowal, associate member
  - ii. Criteria 2---Dr. Pallabi Baruah & Dr. Jyotshna Saloi
  - iii. Criteria 3---Dr. Indrani Medhi
  - iv. Criteria 4---Dr. Chandamita Sarma, core member  
Pallavi Neog, associate member
  - v. Criteria 5---Mr. Tanay Paul, core member  
Dr. Punyag Pratap Bordoloi, associate member
  - vi. Criteria 6---Dr. Jintu Borah
  - vii. Criteria 7---Dr. Suranjana Kalita, core member  
Mr. Banjeet Baruah, associate member
5. The members discussed to organize academic orientation programme for the freshers in the month of August.
6. The members also proposed to organize an orientation on research methodology for the students
7. The coordinator asked all the members to submit lesson plan before the session begins following a common format of lesson plan.
8. The coordinator also asked the faculty members to submit syllabus completion certificate.
9. The members also discussed to prepare a teacher's diary for documentation.
10. The meeting decided to conduct doubt clearing classes as per the convenience of the teachers and students.
11. Dr. Indrani Medhi proposed to organize an inter-debate competition in the month of August. The budget for the same shall be Rs. 40,000.

*Swarna M D*

