

Meeting of the Internal Quality Assurance Cell, Dispur Law College

Held on 4th May, 2023

Members Present:

1. Dr. Gargi Dutta Paul
Principal, DLC

G. Dutta Paul
4/5/23

2. Dr. Swapna Manindranath Deka,
Coordinator, IQAC.

S. Manindranath Deka
4/5/2023

3. Mrs. Pallavi Neog
Asst. Coordinator, IQAC.

P. Neog
4/5/2023

4. Dr. Pallabi Baruah
Member, IQAC

P. Baruah
4/5/23

5. Dr. Indrani Medhi
Member, IQAC.

I. Medhi
4/5/2023

6. Ms. Jyotshna Saloi
Member, IQAC.

J. Saloi
4/5/2023

7. Mr. Kamal Medhi
Member, IQAC.

8. Dr. Suranjana Kalita
Member, IQAC.

S. Kalita
4/5/2023

9. Dr. Chandamita Sarma
Member, IQAC.

10. Dr. Niju Moni Das
Member, IQAC.

N. Moni Das
4/5/2023

Resolution of the meeting of IQAC, Dispur Law College held on 4th May, 2023.

1. A meeting of the IQAC, Dispur Law College was held on 4th May, 2023 which was presided by Dr. Swapna Manindranath Deka, Coordinator of the Cell in the Conference room.
2. Dr. Swapna Manindranath Deka, Coordinator, IQAC has placed a proposal to organize an awareness programme on 'Blood Donation Drive' on 13th May, 2023 and a Blood donation drive on 16th May, 2023 in collaboration with Marwari Yuva Manch, an NGO in the premises of Dispur Law College and a 'Free Eye Check-up programme' in collaboration with Lion's Club on 26th May, 2023 in the premise of the college
3. Dr. Swapna Manindranath Deka, has discussed the agenda of the programme with the members. She briefed the agenda as – an awareness speech by three experts of the Marwari Yuva Manch in the college auditorium on 13th May, 2023 and blood donation drive by the donors on 16th May, 2023. She also briefed the agenda of the Free Eye Check-Up programme which will start from 11.00 a.m to 2.00 p.m. in the college premise. Three doctors will be conducting the check-up.
4. Dr. Suranjana Kalita, member of the Cell has been selected as the convenor of both the programmes.
Dr. Suranjana Kalita, convenor has placed two budgets for organizing the programmes.
 - a. The budget placed by the convenor for the 'Free Eye Check-Up' programme is as under:
 1. Refreshment of the members of the NGO (5 members) ----- 40x5 = Rs. 200.00
 2. Total ----- = RS. 200.00
 - b. The budget placed by the convenor for the 'Blood Donation Drive' is as under:
 1. Gamusa for felicitation of the guests- 5pieces x Rs. 300 = Rs. 1500.00
 2. Refreshment of guests ----- =Rs. 200.00
 3. Labour Charge ----- = Rs. 700.00
 - Total----- = Rs. 2400.00
5. Dr. Suranjana Kalita has placed a grand total budget of Rs. 2600.00 (Rupees Two Thousand Six Hundred) only for organizing both the health programmes.
6. All the members of the cell have recommended the two budgets and the Coordinator of the Cell assigned the duties to Dr. Suranjana Kalita, Mr. Kamal Medhi, Mrs. Pallavi Neog, students Harish Agarwal and Alok Debnath to supervise the two programmes.

Swapna M Del
4/5/2023

