

**RESOLUTION OF THE MEETING OF IQAC, DISPUR LAW COLLEGE HELD ON
15TH JUNE, 2026**

TIME: 11.00 A.M. TO 12.00 P.M.

VENUE: CONFERENCE ROOM

AGENDA OF THE MEETING

DATE: 15TH JUNE, 2026
TIME: 11.00 A.M TO 11.30 A.M.
VENUE: CONFERENCE ROOM

1. Formation of the core committee for making data templates ready to upload in the website
2. Assigning member for collection of data templates
3. Assigning member for completing photocopy of all data files submitted according to the 7 criteria
4. Assigning member for authenticating the data files from the Coordinator and the Principal of the college (College seal is mandatory)
5. Assigning member for scanning of the authenticated data files
6. Assigning member to recollect the scanned files and submit for uploading in the college website
7. Assigning members to upload the final data files in the college website categorically
8. Any other matter


(Dr. Swapna Manindranath Deka)
Co-ordinator, IQAC,
Dispur Law College

Meeting of IQAC held on 15/06/2026

Time: 11.00 a.m

Venue: Conference Room

Members Present:

1. Dr. Swapna M Deka.
2. Dr. Pallabi Banerjee 15/06/2026
3. Dr. Tyotahna Satri 15/06/2026
4. Ummey Safia Begum 16/06/2026
5. Kaberi Sonowal 15/06/2026
6. Tanay Paul 15/06/2026
7. Pallavi Neog 15/06/2026
8. Gangi Dulita Paul 15/06/2026
9. Dr. Suranyana Kabin 15/06/2026
10. Dr. Jintu Borah 15/06/2026
11. Dr. Plabita Saikia 16/06/2026

Scanned with CamScanner

1. The meeting was presided over by the Coordinator, Dr. Swapna Manindranath Deka. The coordinator highlighted the matters of the agenda.
2. The coordinator has asked all the core members to submit the hard copies of data templates by 25th June, 2026 for final verification by the GB, Dispur Law College.
3. The coordinator discussed the workflow of final documentation for which she has assigned Ms. Kaberi Sonowal and Ms. Ummey Safia Begum to collect the data templates from the Coordinator and keep them in the respective files of the 7 criteria.
4. The coordinator has assigned Dr. Plabita Saikia to authenticate the verified data templates from the Principal and Coordinator, IQAC.
5. The coordinator has assigned Ms. Pallavi Neog, Ms. Kaberi Sonowal and Mr. Tanay Paul to supervise the scanning of the authenticated data templates.
6. The coordinator has assigned herself and Dr. Chandamita Sarma in the recollection of the scanned documents and properly manage the 7 files.
7. The coordinator has assigned Ms. Pallavi Neog, Ms. Kaberi Sonowal and Mr. Tanay Paul for uploading the data templates in the college website.
8. The core members of Criteria 4 have expressed that they are in need of some expert opinion and help in the calculation of the following:
 - a. **4.2.2 Average annual expenditure with digital facilities using Integrated Library Management System (ILMS), adequate subscription to e-resources and journals. Library is optimally used by the faculty and students**
 - b. **4.4.1.1: Expenditure incurred on maintenance of infrastructure (Physical and academic support facilities) excluding salary component, during the last five years (INR in lakhs)**

Swapna M D
19/06/26