



# Bangladesh University of Business and Technology (BUBT)

## Department of Law & Justice

### Faculty Meeting

An academic committee meeting of the Department of Law and Justice was held on **10 March, 2026 (Tuesday)** at **10:00 AM** in Room No: 507, Dean Office, Faculty of Law, BUBT. The meeting was presided over by **Ariful Islam, Assistant Professor & Honorable Chairman, Department of Law and Justice, BUBT**. A total of sixteen (16) faculty members of the Department of Law and Justice were present. The committee deliberated on the following agenda items, and the subsequent resolutions were unanimously adopted:

### **Agenda 1: Discussion on Academic and Administrative Issues**

#### **Discussion:**

The meeting focused on academic deadlines, examination-related submissions, and administrative arrangements concerning faculty resources and recognition.

#### **Resolutions:**

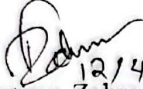
- Faculty members are required to **submit their Course Files by 7th April 2026**.
- The **Supplementary Examination Questions must be submitted by 4th April 2026** within the stipulated time.
- Faculty members who are scheduled to receive **new personal computers (PCs)** are instructed to **clear all files from their existing PCs within 30th April 2026**.
- It was decided that **only one Dean's Award** will be given..

### **Agenda 2: Miscellaneous**

- It was decided that there will be no departmental operation of Land Law Department.
- From now on, signatures shall be taken of students who will leave exam hall prior to 20-30 minutes before exam time.
- Students will be able to review their exam copies by submission of 3000taka.

At the end of the meeting, the Honorable Chairman, **Ariful Islam**, extended his sincere thanks to the faculty members for their active participation and cooperation.


**Prepared by**

  
12/4/26  
(Fatima Zahra Ahasan Raisa)

Lecturer

Department of Law and Justice, BUBT

**Approved by**

  
12.04.2026  
(Ariful Islam)

Assistant Professor & Chairman

Department of Law and Justice, BUBT

**Ariful Islam**  
Assistant Professor & Chairman  
Department of Law and Justice, BUBT  
Bangladesh University of Business and Technology

**Copy to**

1. P.S. to the Vice Chancellor;
2. P.A. to the Advisor, Academic Affairs, BUBT;
3. P.S. to the Registrar, BUBT;
4. Honorable Dean, Faculty of Law
5. Office Copy
6. Respected Head of PSAC, Dept. of Law and Justice