

**DR PANJABRAO DESHMUKH COLLEGE OF LAW AMRAVATI
INTERNAL QUALITY ASSURANCE CELL**

Minutes of the meeting of the Internal Quality Assurance Cell held on Thursday, 6th July 2017.

The 1st Meeting of the IQAC or the session 2017-18 was held on 6th July in which the following were present:

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| 1. Dr.Pranay Malviya – | Chairman IQAC |
| 2. Dr.Rajesh G.Patil – | Co-ordinator IQAC |
| 3. Dr.B.A.Deshpande – | Associate Professor |
| 4. N.K.Ramteke – | Assistant Professor |
| 5. R.S.Kale – | Assistant Professor |
| 6. D.H.Lokhande– | Assistant Professor |
| 7. Dr.V.N.Deshmukh – | Assistant Professor |
| 8. M.U.Ingole – | Assistant Professor |
| 9. C.A.Ghuge – | Assistant Professor |
| 10. Dr. P.Y.Dabhade – | Assistant Professor |
| 11. Shri S H Bhoge - | Librarian |
| 12. Shri U V Thakre - | Director, Physical Education |
| 13. C.A Anupama Laddha- | CHB Teacher |
| 14. Dr Manish Wadive- | CHB Teacher |
| 15. Dr Sukhdev Undare- | CHB Teacher |
| 16. K.J.More - | Admin Staff |
| 17. S.A.Manohare - | Admin Staff |

The agenda of the meeting was

- 1. To review the IQAC work for the year 2015-16 as per the Plan of Action decided on the meeting held in the beginning of the year.**
- 2. To decide upon the Plan of Action for the upcoming Academic Year (2017-18)**
- 3. To discuss and start preparation for the upcoming accreditation and assessment by the NAAC for the third cycle**

- 4. To collect data in the form of formats on each criterion so that the relevant data required for preparation of AQAR can be collected edited and AQAR is prepared**

At the outset, the Chairman, Dr Pranay R. Malviya welcomed the Members of the Committee. The Coordinator Dr Rajesh G Patil briefed the committee about the agenda of the meeting .

SECTION-1

- 1.1 To confirm the minutes of the last meeting of IQAC held on Monday, 24th April, 2018.

The Minutes were confirmed

- 1.2 To receive the action taken on the minutes of the last meeting of IQAC held on 24th April, 2018

Noted.

SECTION-2

(Matters relating to Agenda)

- 2.1** To review the IQAC work for the year 2015-16 as per the Plan of Action decided on the meeting held in the beginning of the year.

The committee reviewed the Action Plan for the academic session 2015-16 decided in the meeting held at preceding academic session.

Plan of Action	Achievements
1. To streamline the IQAC activities and develop standard formats for different departments and cells with inputs from the concerned stake holders.	1. Continuous efforts are being put for IQAC and various stake holders have been kept in loop, importantly Faculty members, non teaching staff and students.

<p>2. To make Moot court Association more efficient and strong.</p> <p>3. To encourage more and more research work among faculty members. And to participate in Conferences and Workshops.</p> <p>4. To promote Research culture among the students.</p> <p>5. To enhance the English Proficiency in students by arranging regular classes in campus.</p> <p>6. To make the students aware about their Social Responsibilities by undertaking various social activities.</p> <p>7. To promote Career Guidance and Campus Placements at Institutional Level.</p>	<p>2. The Moot Court students have excelled at all levels and managed to bag a number of awards.</p> <p>3. There has been a consistent rise in the number of published papers as well as in participation in various seminars.</p> <p>4. The Seminar Association organised 4 Institutional Level Seminars during the year.</p> <p>5. Seminars and classes have become a regular feature at the institution and more and more students are taking benefit under the same.</p> <p>6. The Socio-Legal activities such as Legal Aid Camps, Blood and Eye Donation camps and other initiatives in collaboration with District Legal Services Authority were organised.</p> <p>7. Efforts were taken to organise workshops and Seminars as well through Career Guidance and Placements cell more and more students were informed about the Career Prospects.</p>
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2.2 To decide upon the Plan of Action for the upcoming Academic Year (2017-18)

The committee discussed in length about the action plan for the year 2017-18. Following action was decided for the upcoming academic session

- **Further Up gradation of College Campus and facilities**
- **Enhancing further the Language and personality of students**
- **Organising workshops on Power Point Presentations and Research methodology**
- **To organise a Guest Lecture Series of eminent personalities on various Legal Issues**
- **To establish Legal Aid Cells / Centers at least in 5 villages where students and teachers will be imparting free legal aid on regular basis**
- **To organise orientation and refresher courses for teachers working on non grant basis**
- **To organise State Level Conference and National Level Debate Competition**
- **To make Moot Court and Research Association more effective and to organise Moot Court Competition at University Level**
- **To try to establish placement cell for the students**
- **To organise Competitive and Remedial coaching classes for more areas**
- **To start certificate courses on GST Laws, Personality Development Skills and Advocacy skills**
- **To establish a formal Parent Teacher Association**
- **To start a Law Journal with ISSN/ISBN number for the faculty members of the law college affiliated to SGB Amravati University**
- **To start transferable skill programs such as Karate Classes for the female students as ‘Self Defense Program’**

- **To collaborate with Rotary Club of Amravati Mid-Town for encouraging Social Awareness among students.**
- **To collaborate with Legal Astra Firm for Campus Placements.**
- **To collaborate with Alumni Association to bring a stipend scheme for the newly joined Interns of Law at the Bar Association**

2.3 To discuss and start preparation for the upcoming accreditation and assessment by the NAAC for the third cycle

2.3.1 **The Coordinator Dr Rajesh G Patil addressed the meeting by stating that the second cycle accreditation grade for the college was going to expire on 4/1/2018 and as such the college will be facing third accreditation cycle. The various criterions committee in charge were directed to remain prepared with their respective criterion so that the SSR can be prepared on time. The letter of intent was to be sent in first week of July and all the information relating to it was to be collected edited and LOI prepared.**

2.3.2 **The committee expressed its deep concern over the affiliation and approval from BCI which was a crucial requirement to be complied with before the LOI could be sent. The BCI committee of the college mentioned that the application along with the required fees for inspection and approval was already pending with BCI. It was decided that a reminder would be sent to BCI so that immediate approval could be obtained.**

2.4 To collect data in the form of formats on each criterion so that the relevant data required for preparation of AQAR can be collected edited and AQAR is prepared

The committee noted that in the wake of new norms the AQAR for each academic session was to be sent each year to NAAC as a mandatory requirement. The formats for data collection on each criterion were distributed to the respective criterion committee members and members were instructed to

submit it soon so that the data could be processed edited and the AQAR be prepared.

Dr Rajesh G Patil Proposed the vote of thanks and the meeting was concluded.

Dr Rajesh G Patil
Coordinator IQAC

Dr Pranay R Malviya
Chairman IQAC