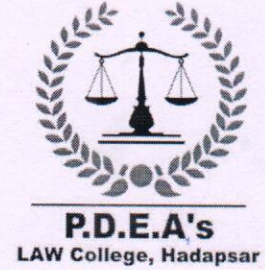


2020-21
IQAC
MEETING
REPORTs



**Pune District Education Association's
Law College,
Hadapsar , Pune-411028**



**Circular of meeting of staff
IQAC formulation circular**

Date- 08.02.2020

All the staff members teaching and non-teaching are here by inform that the meeting for constituent the internal quality assurance sale (IQAC) is schedule on 10 .02. 20 at 1:00 p.m.

The venue of meeting will be computer room. All are notified to be present for the meeting

R.P. Patil
Principal
PRINCIPAL
P.D.E.A'S
LAW COLLEGE
Hadapsar, Pune-411028



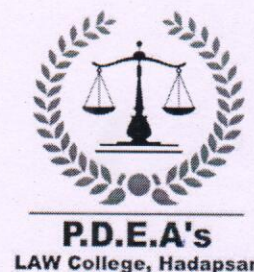
Pune District Education Association's

Law College,

Hadapsar , Pune-411028

Minutes of the Meeting

1st meeting



Date - 10 .02. 2020

Time – 1.00 pm.

As per the discussion in college development committee meeting held on 10 .02. 2020, college development committee of PDEA'S Law College has informed the principal to establish Internal Quality Assurance Cell (IQAC)

Dr. Ranjana P. Patil, principal explain the importance of accreditation and IQAC to all staff members. She told the staff that by forming IQAC how all the stakeholders students, teachers, administrative staff, alumni ,Industry professional can be involve to ensure quality in hands made and sustenance . She explained that why establishing IQAC, the institute can coordinate various academic, administrative and research activity and institutionalize good practices.

The staff and unanimously decided that the IQAC will be establish. The staff members discussed names of nomination of IQAC members.

Ast. Prof. Deepak Patil was appointed as IQAC coordinator by nomination. Ast. Prof. Sanobar Kazi were appointed as a NAAC coordinator. The name for teachers representative Ast. Prof. Madhuri Sarwade, Ast. Prof. Santosh Sutar, Ast. Prof. Sarika Sagar, Ast. Prof. Hitendra Shaha were nominated in the meeting.

The name of representative of administrative staff (Mrs. Vaishali Bahirat, Mr. Kishore Ingle) was nominated by the staff by considering her involvement in administrative process in office. The name of students' representative and alumni representative nominated by the reviewing their contribution to the organization.

Faculty and principal nominated the name of representative from industry and academics by evaluating how they can add value and improve quality of industrial processes.

It was decided that IQAC shall develop system and processes for

1. Ensuring efficient, timely and effective performance of academic and administrative tasks.
2. Social relevance of courses and programs offered by the institute.
3. Integration of different modern and traditional methods of teaching learning.
4. Monitoring the sufficiency, maintenance and functioning all the supporting service and infrastructure
5. Knowledge sharing and networking with other institution in India and abroad.

The structure of IQAC was finalize as follows:

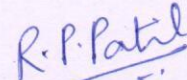
Sr. No.	Name	Position	Signature
1	Dr.Ranjana P. Patil	Chairman of IQAC	<i>R.P. Patil</i>
2	Hon. Adv. Sandeep Kadam	Management Representative	
3	Asst. Prof. Deepak Patil	Coordinator	<i>D.B. Patil</i>
3	Asst. Prof. Sanobar Kazi	Asst. Coordinator	<i>Sauv.</i>
6	Anand Lahoti	Alumni Representative Member	
5	Shri. Suresh Ghule	Local Community Representative Member	
6	Rajkumar Kate	Student Representative Member	
7	Asst. Prof. Kiran Jadhav	Teacher Member	<i>K. Jadhav</i>
8	Asst. Prof. Seema Waware	Teacher Member	<i>S. Waware</i>
9	Mrs. Vaishali Bahirat	Administrative Staff	
10.	Mr. Kishor Ingle	Administrative Staff	<i>K. Ingle</i>

It was an unanimously decided that as per the new guideline of NAAC, PDEA's Law College will apply for assessment and accreditation.



Asst. Prof. Deepak Patil

Chairman of IQAC.



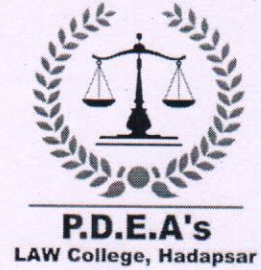
Dr. Ranjana P. Patil

Principal.

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Pune District Education Association's
Law College,
Hadapsar , Pune-411028



Circular of meeting of staff

2nd meeting.

Date- 15.06.20

All the IQSC members are hereby informed that the meeting of Internal Quality Assurance Cell (IQAC) is scheduled on 19.06.2020 at 1 p.m. in order to discuss the points mentioned in the Agenda below.

Meeting will be conducted through Zoom app.

All are notified to be present for the meeting.

Agenda

1. To read out the minutes of previous meeting.
2. To discuss about corona pandemic COVID – 19 situations and its impact on academics.
3. To discuss about various online workshops, Seminars, FDPs attended by staff during lockdown.
4. To discuss about reopening of college for staff.
5. To discuss how we connect with students during lockdown as students are concerned about term end exam.
6. To discuss about how we can connect with the new students about current academic admission process.
7. To discuss about which teaching pedagogies platform can be used for current academic year as a government directive about Corona pandemic.

All the IQAC members are requested to remain present for the meeting.

R.P. Patil

Principal

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LAW COLLEGE
Hadapsar, Pune-411028

Points discuss and resolved in the meeting

Point 1. To confirm and finalize the minutes of previous meeting

Resolution : the minutes of previous meeting where circulated to all the members for confirmation by the IQAC coordinator and was finalize and was duly signed

Point 2. Discuss about Corona Pandemic COVID – 19 situation and its impact on academics

Resolution: All members present for the meeting discuss about current Corona Pandemic situation and how it impacts or day today leaves or economy available facilities as well as academics

Point 3 . To discuss about various online workshops , seminars, FDPs by Staff during lockdown.

Resolution: In view of Corona pandemic COVID 19 situation Principal Madam instructed to all staff that they attend on going online workshops, seminars, FDPs organized by various management and other institutes to make full utilization of available time for staff development.

Point 4 . To discuss about reopening of college for staff.

Resolution: In view Corona Pandemic COVID 19 situation Principal mam instructed to all staff that we will be following government regulations about regular opening of institute for staff and students.

Point 5 . To discuss about how we can connect with students during lockdown as students are concerned about term end exam.

Resolution: In view of Corona Pandemic COVID 19 situation Asst. Prof. Madhuri Sarawade madam instructed to all staff that we can have a continues connect with our students during lockdown as well on online platform or through telephonic conversation as students are worried about their term and examinations.

Point 6. To discuss about how we can connect with the new students about current academic admission process.

Resolution: In view of upcoming admission process of academic year 2020-21 It was resolved and recommended to take review of admission campaigning done by faculty members in various colleges by admission committee . We can have as continuous connect with law aspirants during lockdown as well through What's up group, massaging and zoom sessions as they are worried about their admission process.


Point 6. To discuss about which teaching pedagogies and teaching platform can be use during Corona pandemic situation for current academic year.

Resolution: All the members present for meeting discussed about teaching pedagogies and teaching platform that can be use for online session after discussion both law coordinator suggest that e content can be develop for online sessions and this sessions can be held on Zoom or Goggle meet platform.

Vote of thanks was extended by IQSC coordinator of IQSC committee
Asst. Prof. Deepak Patil


Asst.Prof. Deepak Patil.

Chairman IQAC.

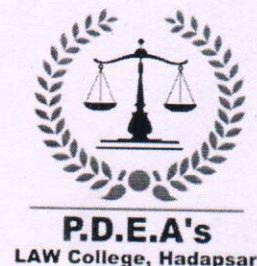

Dr. Ranjana P. Patil

Principal

PRINCIPAL
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LAW COLLEGE
Hadapsar,Pune-411028



Pune District Education Association's
Law College,
Hadapsar , Pune-411028
Internal Quality Assurance Cell



Meeting

IQAC meeting was conducted under the chairmanship of Dr. Ranjana p Patil on 19.06.2020 at 1:30 p.m. on Zoom Platform. The meeting started with the welcoming all the members of IQAC by the coordinator Asst. Prof. Deepak Patil. The following members were present for the meeting fulfilling the 2/3 quorum of meeting

Sr. No.	Name	Position	Signature
1	Dr.Ranjana P. Patil	Chairman of IQAC	<i>R.P.Patil</i>
2	Hon. Adv. Sandeep Kadam	Management Representative	
3	Asst. Prof. Deepak Patil	Coordinator	<i>DB Patil</i>
3	Asst. Prof. Sanobar Kazi	Asst. Coordinator	<i>Bazi</i>
6	Anand Lahoti	Alumni Representative Member	
5	Shri. Suresh Ghule	Local Community Representative Member	
6	Rajkumar Kate	Student Representative Member	
7	Asst. Prof. Kiran Jadhav	Teacher Member	<i>KJadhav</i>
8	Asst. Prof. Seema Waware	Teacher Member	<i>Seema</i>
9	Mrs. Vaishali Bahirat	Administrative Staff	
10.	Mr. Kishor Ingle	Administrative Staff	<i>Kishor</i>



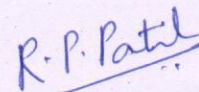
Action Taken Report

On the resolution of meeting held on 19.06.2020

1. All the members anonymously approved the action taken report presented by IQAC chairman Asst. Prof. Deepak Patil
2. All staff have conducted either phone calls or Zoom sessions to have a connect with students and solve their term end exam from filling related queries, informed students to fill their University examination form, guided students about remaining university Syllabus, collected assignment, PPTs, internal exam paper for internal evaluation through Google form or Emails.
3. All staff members have attended various ongoing online workshops, Seminars, FDPs organized by colleges and universities.
4. Admission committee has taken online zoom session for law aspirants regarding readiness of various required admission documents. Admission committee is also in continuous contact of various aspirant through What's up , massaging.
5. As per the directives given by the coordinator all teaching staff has developed their E content for online sessions and we have conducted online sessions through Zoom platform and have recording the same.



Professor Deepak Patil
chairman IQAC



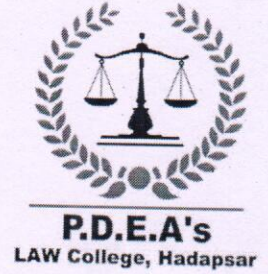
Dr. Ranjana P. Patil

Principal

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**Pune District Education Association's
Law College,
Hadapsar , Pune-411028
Circular of meeting of staff**



Date- 01.01.2021

All the IQSC members are here by inform that the meeting of Internal Quality Assurance Cell (IQAC) is schedule on 02.01. 2021 and 1 p.m. in order to discuss the point mention in Agenda below.

The venue of meeting will be computer room.

All are notified to be present for the meeting.

Agenda

1. To read out the minutes of previous meeting.
2. To discuss the activates to plan in second half of the academic year like academic schedule, social activities at village, cultural program, Guest lectures, Seminar.

All the IQAC members are requested to remain present for the meeting.

R. P. Patil
Principal

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Pune District Education Association's

Law College,

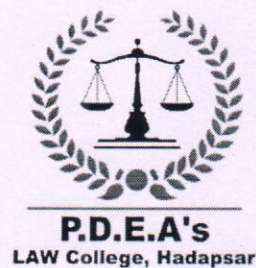
Hadapsar , Pune-411028

Internal Quality Assurance Cell

Meeting

IQAC meeting was conducted under the chairmanship of Dr. Ranjana P. Patil on 02.01. 2021 at 1p.m. in the computer room of law college. The meeting started with the welcoming all the members of IQAC by the coordinator Asst. Prof. Deepak Patil. The following members were present for the meeting fulfilling the 2/3 quorum of meeting

Sr. No.	Name	Position	Signature
1	Dr. Ranjana P. Patil	Chairman of IQAC	<i>R.P. Patil</i>
2	Hon. Adv. Sandeep Kadam	Management Representative	
3	Asst. Prof. Deepak Patil	Coordinator	<i>D.P. Patil</i>
3	Asst. Prof. Sanobar Kazi	Asst. Coordinator	<i>Sanobar</i>
6	Anand Lahoti	Alumni Representative Member	<i>Anand Lahoti</i>
5	Shri. Suresh Ghule	Local Community Representative Member	
6	Rajkumar Kate	Student Representative Member	<i>Kate</i>
7	Asst. Prof. Kiran Jadhav	Teacher Member	<i>Kiran Jadhav</i>
8	Asst. Prof. Seema Waware	Teacher Member	<i>Seema Waware</i>
9	Mrs. Vaishali Bahirat	Administrative Staff	
10.	Mr. Kishor Ingle	Administrative Staff	<i>Kishor Ingle</i>



Point To be discuss

Point 1. To confirm and finalize the minutes of previous meeting

Resolution: the minutes of previous meeting where circulated to all the members for confirmation by the IQAC coordinator and was finalize and was duly signed

Point 2. To discuss the activates to plan in second half of the academic year like

Academic schedule

Social Activities like NSS activities

Cultural program

Guest Lectures

Seminar

Resolution: All faculty member and admin staff were instructed to check out their plan for various activities to be conducted in second half of the academic year. Academic coordinator presented the time table for second BALLB I and LLB I.

Vote of thanks was extended by IQSC coordinator of IQSC committee
Asst. Prof. Deepak Patil



Asst.Prof. Deepak Patil.

Chairman IQAC.



Dr. Ranjana P. Patil

Principal

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Action Taken Report

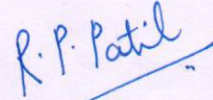
On the resolution of meeting held on 02.01.2021

1. All the members anonymously approved the action taken report presented by IQAC chairman Asst. Prof. Deepak Patil.
2. Timetable for LLB and BALLB I is attached for academic schedule.
3. Social Activity like NNS camp at Pipri Sandas, Pune. Cutural Activities time table.



Asst.Prof. Deepak Patil.

Chairman IQAC.



Dr. Ranjana P. Patil

Principal

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Hadapsar,Pune-411028