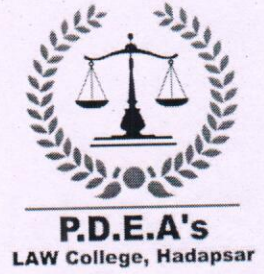


2022-23
IQAC
MEETING
REPORTS



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



Circular of meeting of staff

1st Meeting

Date- 02.06.2022

All the IQSC members are here by inform that the meeting of Internal Quality Assurance Cell (IQAC) is schedule on 04.06. 2022 and 1.30 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. Formulation of IQAC Committee.
3. Planning for academic activities for LLB and BALLB for June to Dec.
4. To discuss about birthday of Hon. Ajitdada Pawar Saheb and Hon. Sharadchandraji Pawar Saheb .
5. Formulation of various academic committees for year 2022-23
6. To discuss about purchasing new books in library and updating of online law s/w

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

R.P. Patil
Principal

**PRINCIPAL
P.D.E.A'S
LAW COLLEGE
Hadapsar, Pune-411028**



Pune District Education Association's

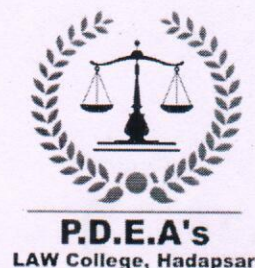
Law College,

Hadapsar , Pune-411028

Internal Quality Assurance Cell

Meeting

IQAC meeting was conducted under the chairmanship of Dr. Ranjana P. Patil on 04.06. 2022 at 1.30p.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. Sanobar Kazi | Coordinator | <i>Sanobar</i> |
| 3 | Asst. Prof. Mayur Kolekar | Asst. Coordinator | <i>Mayur</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>Kiran Jadhav</i> |
| 8 | Asst. Prof. Seema Waware | Teacher Member | <i>Seema Waware</i> |
| 9 | Asst. Prof. Santosh Sutar | Teacher Member | <i>Santosh Sutar</i> |
| 10 | Mrs. Vaishali Bahirat | Administrative Staff | |
| 11. | Mr. Kishor Ingle | Administrative Staff | |

Points discuss and resolved in the meeting

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

Resolution: The minutes of previous meeting were circulated to all the members for confirmation by the IQAC coordinator and was finalized and was duly signed.

Point 2. To discuss about the changes in IQAC Committee.

Resolution: Charge of IQAC coordinator and Asst. Coordinator was given to librarian Asst. Prof. Sanobar Kazi and Asst. Prof. Mayur Kolekar respectively.

Point 3. Planning for academic activities for LLB and BALLB.

Resolution: Academic coordinator and all faculty members are instructed to plan academic activities such as guest lectures, different social activities, cultural activities. celebration of Birthday of Hon. Ajitdada Pawar and Hon. Sharadchandraji Pawar Saheb. Faculty members are also instructed to develop E-Content for students.

Point 4. To discuss about birthday of Hon. Ajitdada Pawar Saheb and Hon. Sharadchandraji Pawar Saheb.

Resolution: Principal Dr. Ranjana P. Patil and IQAC coordinator Asst. Prof. Sanobar Kazi explained that our organization PDEA is organizing various programs for celebrating Birthday of Hon. Ajitdada Pawar Saheb and Hon. Sharadchandraji Pawar Saheb. Principal Ma'am encourage teaching staff members to actively participate in various activities organized by PDEA and also activities by college.

Point 5. Formulation of various academic committees for year 2022-23

Resolution: Principal Dr. Ranjana P. Patil discussed allocation and allotment of various committees to staff members. Respective staff member will be responsible for documentation activities and reports related to an assigned committee.



Various Committee form are

1. NSS - Asst. Prof. Kiran jadhav
2. Placement Cell – Asst. Prof. Kiran Jadhav
3. Cultural Committee – Asst. Prof. Sanobar Kazi
4. Admission Committee- Asst. Prof. Sanobar Kazi
5. Library Advisory Committee - Asst. Prof. Sanobar Kazi
6. Sport Committee - Asst. Prof. Santosh Sutar
7. Student Development Committee – Asst. Prof. Santosh Sutar
8. Exam Committee - Asst. Prof. Santosh Sutar
9. Anti-Ragging Committee – Asst. Prof. Seema Waware
10. Alumni Committee - Asst. Prof. Seema Waware
11. Student Welfare – Asst. Prof. Mayur Kolekar
12. Discipline Committee- Asst. Prof. Mayur Kolekar

Point 5. To discuss about purchasing new books in library and updating of online law s/w. br/115-

Resolution: Librarian Asst. Prof. Sanobar Kazi explain the need of purchasing new books and updating s/w for academic year 2022-23. Principal told that purchase and update the law online s/w.

Vote of thanks was extended by IQSC coordinator of IQSC committee

Asst. Prof. Sanobar Kazi

S. Kazi

Asst. Prof. Sanobar Kazi

Chairman IQAC.

R. P. Patil

Dr. Ranjana P. Patil

Principal

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

Action Taken Report

On the resolution of meeting held on 04.06.2022

1. All the members anonymously approved the action taken report presented by IQAC chairman Asst. Prof. Deepak Patil.
2. Asst. Prof. Sanobar Kazi and Asst. Prof. Mayur Kolekar accept the Charge of IQAC coordinator and Asst. Coordinator respectively.
3. All teaching staff is taking their lectures as per given time table and also submitting the record of the same to the academic coordinators. E-content for all subjects are prepared by teaching staff and record of the same they are maintaining .

Librarian Sanobar Kazi Ma'am conducted 'Vachan Prerana Diwas' on 15.08.2022 on the occasion of Birthday of Hon. APJ Abdul Kalam by organizing Book Review competition and Book Exhibition.

4. Our parent organization PDEA is organizing various program for celebrating Birthday of Hon. Ajitdada Pawar Saheb our beloved President and Deputy Chief Mah. Govt. PDEA has organised Anant Vyakhyanmala. We all staff member attend the same.

Also our college organized debate Competition, Rangoli Competition, Tree Plantation, Suryanmskar.

5. Librarian took the book list from all staff and make proposal for purchasing books. Contact to vendor for updating the s/w.

Sanobar

Asst. Prof. Sanobar Kazi.

Chairman IQAC.

R. P. Patil

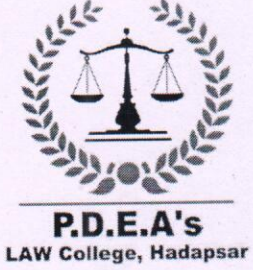
Dr. Ranjana P. Patil

Principal

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



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



Circular of meeting of staff

2nd Meeting

Date- 08.10.2022

All the IQSC members are here by inform that the meeting of Internal Quality Assurance Cell (IQAC) is schedule on 10.10. 2022 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.
3. Arrangement of Annual Sport Day, Induction Program.
4. Purchasing of User Tracking System , Law journals in library

All the IQAC members are requested to remain 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



P.D.E.A's
LAW College, Hadapsar

Internal Quality Assurance Meeting

IQAC meeting was conducted under the chairmanship of Dr. Ranjana P. Patil on 10.10. 2022 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. Sanobar Kazi. 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>P.P. Patil</i> |
| 2 | Hon. Adv. Sandeep Kadam | Management Representative | |
| 3 | Asst. Prof. Sanobar Kazi | Coordinator | <i>Buzi</i> |
| 3 | Asst. Prof. Mayur Kolekar | Asst. Coordinator | <i>Mayur Kolekar</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. Santosh Sutar | Teacher Member | <i>Sutar</i> |
| 9 | Asst. Prof. Seema Waware | Teacher Member | <i>Seema Waware</i> |
| 10 | Mrs. Vaishali Bahirat | Administrative Staff | <i>Bahirat</i> |
| 11. | Mr. Kishor Ingle | Administrative Staff | <i>Ingle</i> |

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. TO discuss the various acivities conducted in academic year and planning of academic activities for Jan. – June 2022.

Resolution: Academic coordinator and all faculty members re instructed to plan academic activities

Such as Academic schedule, Social Activities like NSS activities,

Cultural program, Guest Lectures, Seminar for all students.

plan

Point 3. Arrangement of Annual Sport Day, Induction Program, Mock Parliament.

Resolution: Principal Dr. Ranjana P. Patil ma'am suggest to do needful the arrangement for Sport Day, Induction Program, Mock Parliament.

Point 4. Purchasing of User Tracking System for library books, Law journals for academic year 2022-23. bills.

Resolution: Asst. Prof. Sanobar Kazi suggest that for automation of library User Tracking System for students and staff. Also need to purchase law journals for academic year 2022-23.

Vote of Thanks was extended by IQSC coordinator of IQSC committee
Asst. Prof. Sanobar Kazi.

Bazi

Asst. Prof. Sanobar Kazi

Chairman IQAC.

R. P. Patil

Dr. Ranjana P. Patil

Principal

PRINCIPAL
P.D.E.A'S

Action Taken Report

On the resolution of meeting held on 05.06.2021

1. All the members anonymously approved the action taken report presented by IQAC chairman Asst. Prof. Deepak Patil.
2. Review of various activities conducted between Jan.22 – June 2022 was taken and documentation part was completed. And also planning for various activities in next academic session was done by the staff members.
3. Arrangement of Annual Sport Day, Induction Program, Mock Parliament is done. Its timetable is prepared date wise and display for students.
4. Librarian Asst. Prof. Sanobar Kazi Ma'am make the letter for sanstha for purchasing User Tracking System and new journals for academic year 2023-24.



Asst. Prof. Deepak Patil.
Chairman IQAC.



Dr. Ranjana P. Patil
Principal

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