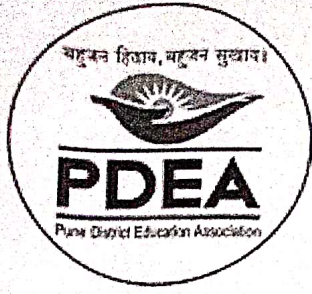


2023-24
IQAC
Meeting
Reports



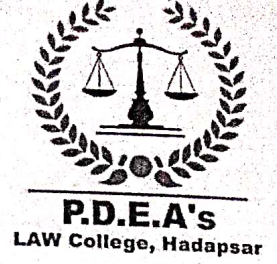
Pune District Education Association's

**Law College,
Hadapsar, Pune-411028**

Circular of Meeting of Staff

1st Meeting

Dated – 22.06.2023 Day - Thursday



All the IQAC members are here by inform that the meeting of Internal Quality Assurance Cell (IQAC) is scheduled on 22.06.2023 and 1.30p.m. in order to discuss the point mention in Agenda bellow:

The venue of meeting will be computer room.

All are notified to be present for meeting.

Agenda

1. To confirmed the minutes of previous meeting.
2. To review the IQAC initiative of Academic year 2022-23
3. Planning for academic activities for academic year 2023-24.
4. To discuss about purchasing new books, purchasing N List Database and updating of The law Juris S/w.
5. To plan activities related to Best Practices of the college.
6. To review the feedback by students on the performance of faculty
7. To review the performance of Committee
8. Publication/Presentation of Research paper in journals.
9. Participation in OP/ RC/ Seminar/Conference
10. Improve the Infrastructure, student facilities in College
11. Any other matter with the permission of the chair.

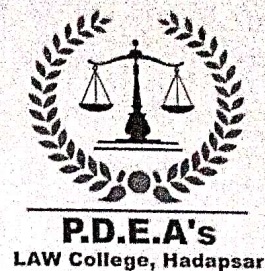


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Pune District Education Association's
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Internal Quality Assurance Cell (IQAC)
For the Academic Year 2023-24

Sr. No.	Name of Members	Designations
1	Dr. Ranajana P. Patil	Chairman
2	Asst. Prof. Sanoabar Kazi	IQAC Coordinator
3	Hon. Adv. Sandeep Kadam	Management Representative Member
4	Hon. Suresh Anna Ghule	Representative From Society
5	Hon. Nilesh Magar	Representative From Society
6	Mr. Ketan Pawar	Alumni Representative
7	Asst. Prof. Santosh Sutar	Teaching Staff Representative
8	Asst. Prof. Kirte Vaishali	Teaching Staff Representative
9	Mrs. Vaishali Bahirat	Non- Teaching Staff Representative
10	Mr. Suhas Kangude	Student Representative
11	Asst. Prof. Kiran Jadhav	Asst.Coordinator

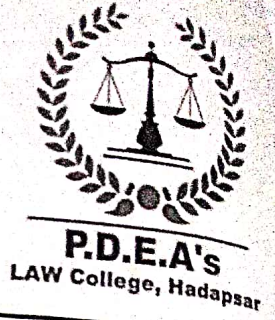




Pune District Education Association's

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Minutes of the 1st meeting of the IQAC for the Academic Year 2023-24

Meeting of the internal Quality Assurance Cell was held on Friday, the 11th Aug.2023 in the computer room. Following members were present:

Sr. No.	Name of Members	Designations	Signature
1	Dr. Ranajana P. Patil	Chairman	<i>R.P. Patil</i>
2	Asst. Prof. Sanoabar Kazi	IQAC Coordinator	<i>Sano'.</i>
3	Hon. Adv. Sandeep Kadam	Management Representative Member	
4	Hon. Suresh Anna Ghule	Representative From Society	
5	Hon. Nilesh Magar	Representative From Society	
6	Mr. Ketan Pawar	Alumni Representative	
7	Asst. Prof. Santosh Sutar	Teaching Staff Representative	<i>Sutar</i>
8	Asst. Prof. Kirte Vaishali	Teaching Staff Representative	<i>Kirte</i>
9	Mrs. Vaishali Bahirat	Non- Teaching Staff Representative	
10	Mr. Suhas Kangude	Student Representative	<i>Suhas</i>
11	Asst. Prof. Kiran Jadhav	Asst.Coordinator	<i>K.Jadhav</i>



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The meeting was presided over by Dr. Ranjan P. Patil, Principal and IQAC Coordinator. Meeting commenced with welcome address by Asst. Prof. Sanobar Kazi, the IQAC Co-ordinator and discussions were held on matters as per agenda.

Agenda	Matter Raised	Resolution	Action Taken
To confirm and finalise the minutes of previous meeting	Mr. Kiran Jadhav	The minutes of previous meeting were circulated to all the members for confirmation by the IQAC coordinator and was finalised and duly signed.	Minute and Action taken of Previous meeting were approved.
To review the IQAC initiative of Academic year 2022-23	Mrs. Sanobar Kazi	Coordinator of IQAC took the review of IQAC activities conducted in the AY 2022-23	All quality initiative taken by IQAC were appreciated by the committee.
Planning for academic activities for academic year 2023-24	Principal Dr. Ranjana P. Patil	Principal discussed the plan of action for the AY 2023-24 including teaching processes	Asst. Prof. Santosh Sutar and Asst. Prof. Seema Waware have been instructed accordingly.
To discuss about purchasing new books, purchasing N List Database and updating of The law Juris S/w.	Mrs. Sanobar Kazi	Librarian discussed the need of purchasing new books and N list Database for students and staff.	Librarian sent the letter for permission for purchasing the books and N List Database
To plan activities related to Best Practices of the college.	Mr. Santosh Sutar	Mr. Santosh Sutar guided the members about implementation and organisation	Asst. Prof. Santosh Sutar and Asst. Prof. Kiran Jadhav Sir instructed to carry



		of the best practices the college in tune with the vision and mission of the college, to inculcate the entrepreneurship and social skills among the students.	out activities successfully.
To review the feedback by students on the performance of faculty	Principal Dr. Ranjana P. Patil	The report of teacher performance appraisal by students was considered and the principal was appraised to take measure on a case to case basis to improve the skills and knowledge of the faculty members.	The Chairman of Committee appreciated the punctuality and innovative methods used in teaching by faculty. It was resolved to use ICT based system on the daily basis.
To review the performance of the Committee	Mrs. Seema Waware	The performance of Committee was discussed. It was resolved unanimously	The chairman of the Committee has to submit half yearly reports at the end of every semester without fail.
Publication/Presentation of Research paper in journals and participation of faculty in OP/RC/ Seminar/Conference	Mr. Kiran Jadhav	The IQAC discussed on publication and presentation of research paper in journals by faculty members	it was instructed to present and publish research papers by each faculty before the commencement of classes for the Academic Year 2023-24. faculty members on rotation basis to participate



			in OP/RC/ Seminar/Conference.
Improve the Infrastructure, student facilities in College	Mrs. Sanobar Kazi	The IQAC discussed on the facilities required for students	The Sanstha gave the new building for Law college. All discussed the required facilities as per NAAC, BCI requirement and suggest to implement in new structure

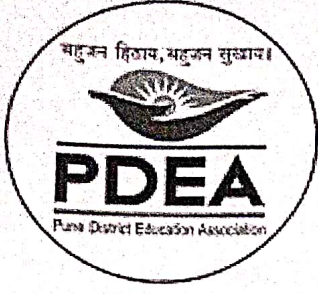
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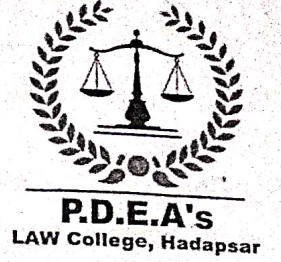
R. P. Patel

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Pune District Education Association's
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Circular of Meeting of Staff

2nd Meeting

Dated – 18.08.2023 Day - Friday

All the IQAC members are here by inform that the meeting of Internal Quality Assurance Cell (IQAC) is scheduled on 18.08.2023 and 1.00 p.m. in order to discuss the point mention in Agenda bellow:

The venue of meeting will be computer room.

All are notified to be present for meeting.

1. To confirmed the minutes of previous meeting held on Thursday 22.06.2023.
2. To discuss and upgradation of College website.
3. To take the review of Examination related Student Grievance.
4. To discuss the life skill enhancement programme for the students.
5. To discuss the preparation of SSR for assessment and accreditation.
6. To inform and discuss the various audits.
7. Plan to up-grade of ICT tools.
8. Any other matter with the permission of the chair.

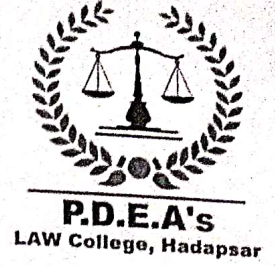


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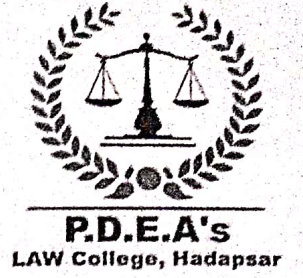
Internal Quality Assurance Cell (IQAC)
For the Academic Year 2023-24

Sr. No.	Name of Members	Designations
1	Dr. Ranajana P. Patil	Chairman
2	Asst. Prof. Sanoabar Kazi	IQAC Coordinator
3	Hon. Adv. Sandeep Kadam	Management Representative Member
4	Hon. Suresh Anna Ghule	Representative From Society
5	Hon. Nilesh Magar	Representative From Society
6	Mr. Ketan Pawar	Alumni Representative
7	Asst. Prof. Santosh Sutar	Teaching Staff Representative
8	Asst. Prof. Kirte Vaishali	Teaching Staff Representative
9	Mrs. Vaishali Bahirat	Non- Teaching Staff Representative
10	Mr. Suhas Kangude	Student Representative
11	Asst. Prof. Kiran Jadhav	Asst.Coordinator





Pune District Education Association's
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Minutes of the 2nd meeting of the IQAC for the Academic Year 2023-24

Meeting of the internal Quality Assurance Cell was held on Friday, 18.08.2023 in the computer room. Following members were present:

Sr. No.	Name of Members	Designations	Signature
1	Dr. Ranajana P. Patil	Chairman	<i>R. P. Patil</i>
2	Asst. Prof. Sanoabar Kazi	IQAC Coordinator	<i>Sanoabar</i>
3	Hon. Adv. Sandeep Kadam	Management Representative Member	
4	Hon. Suresh Anna Ghule	Representative From Society	
5	Hon. Nilesh Magar	Representative From Society	
6	Mr. Ketan Pawar	Alumni Representative	
7	Asst. Prof. Santosh Sutar	Teaching Staff Representative	<i>Santar</i>
8	Asst. Prof. Kirte Vaishali	Teaching Staff Representative	<i>Kirte</i>
9	Mrs. Vaishali Bahirat	Non- Teaching Staff Representative	
10	Mr. Suhas Kangude	Student Representative	<i>Kangude</i>
11	Asst. Prof. Kiran Jadhav	Asst.Coordinator	<i>Kiran</i>



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The meeting was presided over by Dr. Ranjan P. Patil, Principal and IQAC Coordinator. Meeting commenced with welcome address by Asst. Prof. Sanobar Kazi, the IQAC Co-ordinator and discussions were held on matters as per agenda.

Agenda	Matter Raised	Resolution	Action Taken
To confirmed the minutes of previous meeting	Mr. Kiran Jadhav	Asst. Coordinator Mr. Kiran Jadhav put up the minutes of the previous meeting held on 22.06.2023 for approval	Minutes and action taken of previous meeting were approved.
To discuss and upgradation of College website.	Mrs. Sanobar Kazi	Mrs. Sanobar Kazi discussed the importance of upgradation of college website suitable for NAAC assessment and accreditation	All the committee members have been instructed to upload the information of the concerned activities on the college website. Mrs. Priya Das Karmkar is nominated as the coordinator of website committee.
To take the review of Examination related Student Grievance.	Mr. Santosh Sutar	Mr. Santosh Sutar (CEO) put up the grievance and	IQAC committee members appreciated the efforts

		its revolution on the table.	undertaken by the Examination Committee.
To discuss the practical learning for the students.	Principal Dr. Ranjana P. Patil	Principal Dr. Ranjana P. Patil explained the importance of practical learning for law students.	Committee instructed to organised Jail Visit, Court Visit, Legal Aid Camp for students. Mr. Jitendra Maske is nominated as the coordinator of website committee.
To discuss the preparation of SSR for assessment and accreditation.	Principal Dr. Ranjana P. Patil	Principal Dr. Ranjana P. Patil spoke on the plan of preparation of SSR. She guided the compilation of 5 year data as per the revised NAAC framework.	All Criteria head have been instructed to collect process compile the required data. The IQAC coordinator has been instructed to monitor the process and present to the principal.
To inform and discuss the various audits.	Mr. Santosh Sutar	Mr. Santosh Sutar discussed the	Mr. Santosh Sutar have been assigned

		importance and procedure of Green Audit, Gender Audit and Environment Audit.	this responsibility.
Plan to up-grade of ICT tools.	Mrs. Sanobar Kazi	Mrs. Sanobar Kazi explained the importance of upgradation of ICT tools.	Committee instructed to upgrade all the ICT tool. And suggest to purchase new tools for teaching Learning Process if required. The responsibility assigned to Mrs. Sanobar Kazi

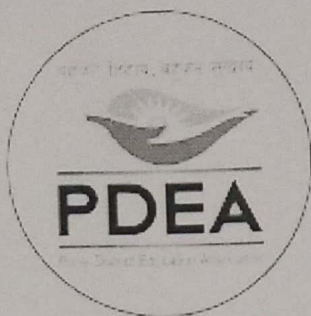


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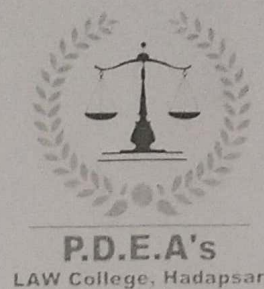
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Circular of Meeting of Staff

3rd Meeting

Dated – 20.01.2024 Day - Saturday

All the IQAC members are hereby informed that the meeting of Internal Quality Assurance Cell (IQAC) is scheduled on 24.01.2024 at 1.00 p.m. in order to discuss the points mentioned in the Agenda below:

The venue of meeting will be IQAC cabin.

All are notified to be present for meeting.

Agenda

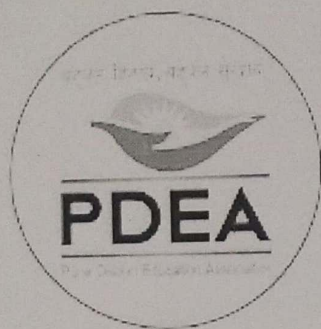
1. To confirm the minutes of previous meeting.
2. To take review of NAAC Peer-Team visit and think over the issues that can be improved.
3. To plan academic visits of students of the college.
4. To review co-curricular and extension activities.
5. To plan to organise seminar and State Level Moot Court Competition.
6. To ask the teachers to complete their Ph.Ds. as early as possible.
7. Any other matter with the permission of the chair.

Dr. P. S. Patil

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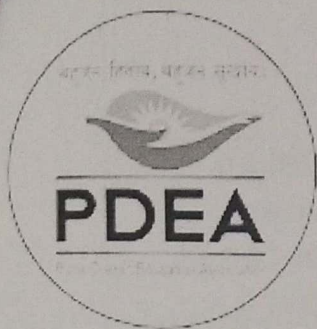


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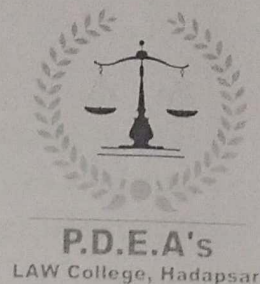
Internal Quality Assurance Cell (IQAC)

For the Academic Year 2023-24

Sr. No.	Name of Member	Designation
1.	Dr. Ranjana P.Patil	Chairman
2.	Hon. Adv. Sandeep Kadam	Management Representative
3.	Asst. Prof. Kiran Jadhav	Asst. Coordinator
4.	Dr. Vaishali Kirte	Teacher Representative
5.	Asst. Prof. Santosh Sutar	Teacher Representative
6.	Mrs. Vaishali Bahirat	Teacher Representative
7.	Hon. Suresh Anna Ghule	Nominees from: Local society
8.	Mr.Suhas Kangude	Student Representative
9.	Mr. Ketan Pawar	Alumni Representative
10.	Asst. Prof. Sanobar Kazi	IQAC Coordinator



Pune District Education Association's
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Minutes of Meeting

Meeting No. - 3rd

Date – 24.01.2024

Time – 1:00 pm

The 3rd meeting of the Internal Quality Assurance Cell for the academic year 2023-24 was held on Wednesday, 24th Jan 2024 in the IQAC room of PDEA's Law College, Hadapsar. The meeting was chaired by Hon. Principal Dr. Ranjana P. Patil.

At the outset, Asst. Prof. Sanobar Kazi, IQAC Coordinator welcomed the chairperson of the meeting Prin. Dr. Ranjana P. Patil and all members of the Internal Quality Assurance Cell (IQAC). The following agenda items were discussed during the meeting and it was unanimously resolved to implement them. The meeting was called off with vote of thanks to the chairperson and all the members.

Agenda	Matter Raised	Resolution	Action Taken
To confirm and finalise the minutes of previous meeting	Asst. Prof. Sanobar Kazi	The minutes of the previous meeting are read by the coordinator and it was unanimously resolved to confirm the same. As per the minutes of the meeting the action taken	The minutes of the previous meeting were read by the coordinator and were confirmed unanimously.

		report was discussed in the meeting	
To take review of NAAC Peer-Team visit and think over the issues that can be improved.	Dr. Ranjana P. Patil	Principala Dr. Ranjana Patil reviewed NAAC Peer-team visit and all the members discussed the issues that can be improved.	Review taken and issues fixed that can be improved upon.
To plan academic visits of students of the college.	Asst. Prof. Santosh Sutar	Asst. Prof. Santosh Sutar discussed the plan of action of academic visits for AY 2023-24 .	Asst. Prof. Priya Das and Asst. Prof. Seema Waware have been instructed to organise the academic visit like Jail Visit, High Court and Supreme Court visits. accordingly.
To review co-curricular and extension activities	Asst. Prof. Sanobar Kazi	The N.S.S. coordinator Asst. Prof. Kiran Jadhav , Student Development Officer Asst. Prof. Santosh sutar, Cultural officer Asst. Prof. Shital Gaikwad informed the members about the activities to be conducted as per the guidelines of the University. The tentative dates N.S.S. camp, Annual	N.S.S. and Student Development Office conducted Special Winter Camp and Student Support Activities as per the guidelines of the University. The complete report of both the activities is submitted to the University for the reimbursement of the expenditure. Cultural officer planed for Annual Gathering and Prize Distribution 2023-24.

		Gathering was taken into consideration with regard to internal and external exams.	
To plan to organise seminar and State Level Moot Court Competition.	Dr. Vaishali Kirte	Dr. Vaishali Kirte spoke on organizing Seminar and Moot Court Competition.	Dr. Vaishali Kirte and Asst. Prof. Jitendra Maske has been assigned the responsibility of organising both programme. Dr. Vaishali Kirte and Asst. Prof. Jitendra Maske assigned as coordinator of State level Seminar and State level Moot Court Competition respectively.
To ask the teachers to complete their Ph.Ds. as early as possible	Dr. Ranjana P. Patil	Considering the importance of Ph.D in higher education and NAAC procedure, the need was felt to ask the teachers to complete their Ph.Ds. as early as possible.	The concerned teachers were asked to complete their Ph.Ds.
Any other matter with the permission of the chair.		No other subject was raised. The meeting was called off with the vote of thanks.	No other subject was raised.

Members Present For Meeting

Meeting No. - 3rd

Date – 24.01.2024

Time – 1:00 pm

Sr. No.	Name of Member	Designation	Sign
1.	Dr. Ranjana P.Patil	Chairman	<u>R.P. Patil</u>
2.	Hon. Adv. Sandeep Kadam	Management Representative	
3.	Asst. Prof. Kiran Jadhav	Asst. Coordinator	<u>K. Jadhav</u>
4.	Dr. Vaishali Kirte	Teacher Representative	<u>V. Kirte</u>
5.	Asst. Prof. Santosh Sutar	Teacher Representative	<u>S. Sutar</u>
6.	Mrs. Vaishali Bahirat	Teacher Representative	<u>V. Bahirat</u>
7.	Hon. Suresh Anna Ghule	Nominees from: Local society	
8.	Mr. Suhas Kangude	Student Representative	
9.	Mr. Ketan Pawar	Alumni Representative	<u>K. Pawar</u>
10.	Asst. Prof. Sanobar Kazi	IQAC Coordinator	<u>S. Kazi</u>

Activities carried out in AY 2023-24

Sr. No.	Activity Name	Date
1.	Legal Aid Camp at Mukhai Tal. Shirur District. Pune.	03.06. 2023
2.	Shivrajyabhishek Sohala in college Campus on	07.06.2023.
3.	International Yoga Day	21 .06.2023
4.	De- addiction Day- It was celebrated by giving information about addiction, it's side effects and awareness about addiction to Sadhana school students. And also organise bike rally	24.06.2023

	<p>regarding de-addiction</p> <p>from Sadhana School,</p> <p>Hadapsar to PDEA's Law</p> <p>College</p>	
5.	<p>Tree Plantation at</p> <p>Kanifnath</p>	18.07.2023
6.	<p>street play - PDEA'S</p> <p>Law college students</p> <p>performed street play</p> <p>in Hadapsar Chauk</p> <p>and in college</p> <p>campus on "De -</p> <p>addiction"</p>	17.07.2023
7.	Debate Competition	20.7.2023
8.	<p>Elocution</p> <p>Competition</p>	20.07.2023.
9.	Rangoli Competition	21.07.2023

10.	Cycle Competition from Pune to Baramati	22.07.2023
11.	Plastic Collection Drivr	Dated 22.07.2023
12.	Guest Lecture of Hon. Adv. Ganesh Shirsat sir on "Constitutional Law" Dated -26.07.2023	Dated -26.07.2023
13.	Alumni Meet 2023- 24.	06.07.2023
14.	Celebration of " National Librarian Day"	12.08.2023
15.	Teacher's Day Celebration	05.09.2023
16.	Induction programme 2023-24	09.09.2023
17.	NSS Day	24.09.2023
18.	Library Orientation Program	10.10.2023
19.	World Mental Health Day	11.10.2023
20.	Workshop on "Criminal Law , Landmark Judgment of the Hon'ble Supreme Court".	21.10.2023
21.	Poster Competition	01.11.2023
22.	Climate Change Program	31.10.2023
23.	Fresher's Party 2023-24	04.11.2023
24.	Savitribai Phule Jayanti	03.01.2024

25.	Rajmata Jijau and Shri Swami Vivekananda Jayanti	12.01.2024
26.	Shambhaji Maharaj Rajyabhishek Sohala	17.01.2024
27.	NSS camp	28Jan. - 2 Feb 2024
28.	Sport Carnival	5 Feb - 10 Feb. 2024
29.	Mock Parliament	15.02.2024
30.	Shivjayanti Mohastav	17.02.2024
31.	Yerwada Jail Visit	16.12.2023
32.	Bombay High Court Visit	21.02.2024
33.	SPANDAN 2023 - 24	28.02.2024
34.	Women's Day	12.03.2024
35.	state level seminar on "Right to Health: Issues and Challenges in India" i	6.4.2024
36.	state Level Moot Court Competition on the occasion of " Dr. Babasaheb Ambedkar Jayanti"	16.04.2024
37.	Farewell party	25.05.2024

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