
IQAC MEETINGS IN ACADEMIC YEAR 2019-20

MEETING NO. 1 DATED, 6TH JULY 2019

A meeting of IQAC is held on 6th July 2019 at the IQAC office of the college at 4.00 pm.

Agenda for the meeting

1. Discussion on minutes of previous meeting
2. About constitution of various committees of staff members for good governance and decentralization
3. Academic Calendar 2019-20
4. Discussion on admission
5. Discussion on NAAC New Guidelines
6. Conduction of various activities for quality enhancement & call for budget from in-charge
7. Plan of action

Following IQAC Committee members are present for the meeting-

Dr V S Khakare

Dr B S Dhengle

Dr P E Bhosle

Dr M B Ali

Dr Mrs V V Patil

Dr Miss P V Bandewar

Dr. C. D. Mahajan

Shri R. K. Waghmare

Dr A B Karwa

Shri M. J. Patil

P G Shinde

P I Patil

Adv. Mahesh Kanakdande

Adv. P S Bhakkad

Shri Satish Samte

Shivraj Patil

Dr M S Bisen

The meeting is conducted under the chairpersonship of Principal Dr V S Khakare. At first, IQAC Coordinator Dr M S Bisen welcomed all the members and began with the meeting after obtaining permission from Chairperson.

Following issues were resolved in the meeting

1. Minutes of previous meeting held on 4th May 2019 were unanimously approved.
2. IQAC Coordinator informed about formation of various committees for curricular and cocurricular activities for good governance and decentralization of work. It is also informed that the details of said committees are published in Prospectus for knowledge & information to students.
3. IQAC Coordinator presented Academic Calendar for the Year 2019-20 and a discussion is made on the Academic Calendar.
4. As to the admission process for LLB I & BALLB I and also for all other UG, PG & Diploma classes, IQAC Coordinator informed that admission committees are constituted for assisting students during admission process. A schedule of days and time of all committee members is prepared and the committee members are informed well in advance about the same.
5. A detailed discussion is made on NAAC New Guidelines. IQAC Coordinator presented the updates of the same and requested for compliance of necessary requirements as to IQAC for better performance of working.
6. For quality enhancement and better learning, IQAC coordinator presented plan of action for various activities. Also, it is requested to all the in-charge

faculty members to submit “budget for the activities” to IQAC for approval and proper utilization of funds.

Plan of Action-

The IQAC Coordinator presented in brief the proposed plan of action as under-

1. Celebration of birth anniversary of Late Dr Shri Shankarraoji Chavan by organizing water literacy campaign
2. A workshop on ‘online educational technology’ and ‘online courses’
3. Celebration of National Sports Day by organizing a lecture on sports & fitness
4. To organize lectures in Late Shri Shankarrao Chavan Memorial Lecture series
5. To organize National Workshop on use of ICT in classroom
6. To motivate students for participation in various cultural activities at Youth Festival to be organized by SRTM University Nanded
7. To organize an orientation programme on “Dissertation Writing” for the students of LL M II year
8. To organize an orientation programme on Moot Court for promoting moot culture among students
9. To organize an ‘Induction Programme’ for newly admitted students in college.
10. To organize Intra Moot Court Competition & National Moot Court Competition
11. To organize degree distribution ceremony
12. To organize a workshop for administrative staff
13. To organize an awareness programme on road safety
14. To organize a workshop on self defence techniques for girl students of college
15. To organize visits at various places such as advocate chamber, court, jail, police station, family court & study tours at open air prison, supreme court, high court, local self-governance etc.
16. To organize parents-Teachers Meeting
17. To organize cultural programme on the occasion of International Women’s Day

The meeting is concluded by final remarks by the Chairperson and vote of thanks by IQAC Coordinator.

IQAC Coordinator

NAAC Coordinator

Chairperson

MEETING NO. 2, DATED 5TH NOVEMBER 2019

Minutes of IQAC held on 5th November 2019

A meeting of IQAC is held on 5th November 2019 at the IQAC office of the college at 1.00 pm.

Agenda for the meeting

1. Discussion on minutes of previous meeting
2. About reconstitution of IQAC and NAAC Steering Committee
3. Updating as to AQAR preparation and NAAC
4. Discussion on earlier Examinations & Results
5. Discussion on LL M IInd Year Dissertation
6. Bar Council Visit
7. Parents-Teachers meeting and feedback analysis
8. Any other matter with the permission of Chairperson

Following IQAC Committee members are present for the meeting-

Dr V S Khakare

Dr B S Dhengle

Dr P E Bhosle

Dr M B Ali

Dr Mrs V V Patil

Dr Miss P V Bandewar

Dr. C. D. Mahajan

Shri R. K. Waghmare

Dr A B Karwa

Shri M. J. Patil

P G Shinde

P I Patil

Adv. Mahesh Kanakdande

Adv. P S Bhakkad

Shri Satish Samte

Shivraj Patil

Dr M S Bisen

The meeting is conducted under the chairpersonship of Principal Dr V S Khakare. At first, IQAC Coordinator Dr M S Bisen welcomed all the members and began with the meeting after obtaining permission from Chairperson.

Following issues were resolved in the meeting

1. Minutes of previous meeting held on 6th July 2019 were unanimously approved.
2. A discussion is made on reconstitution of IQAC and NAAC Steering Committee. Accordingly, Assistant Professor Dr P V Bandewar is appointed as IQAC Coordinator and Assistant Professor Dr A B Karwa is appointed as NAAC Coordinator.
3. IQAC Coordinator Dr Bisen updated about AQAR preparation and NAAC. He is directed to hand over the charge to newly appointed IQAC coordinator and also directed to cooperate and assist whenever required and needed regarding AQAR, NAAC and related issues.
4. A discussion is made on earlier University examinations and results. IQAC coordinator Dr Bisen has reviewed the results and informed about university meritorious students, University award winners, class-wise passing percentage and overall performance of students in the Academic Year 2018-19. The Committee members appreciated and congratulated the winners & merit students and directed to focus more on weak areas.
5. A discussion was made on LL M IInd Year Dissertation. To improve research culture, it is decided to allot students among teaching faculties to guide them. Also, it is decided to conduct an orientation program on dissertation writing. Dr P E Bhosale is appointed as coordinator.
6. It is also decided to invite members of Bar Council of India for visit and inspection. Principal and staff members are directed to prepare for the visit and inspection and do the needful.
7. A discussion is made on organizing Parents-Teachers meet and take feedback from parents and analyse them. It is decided to organize Parents-Teachers meeting in second semester and obtain feedback from the parents

and analyse the same. Dr M J Patil is appointed as coordinator and directed to take the necessary steps.

8. The IQAC Coordinator discussed about the policies and programmes which were proposed in previous meeting and accordingly were planned and executed up till now.
9. The IQAC Coordinator communicated in brief about the activities and programmes conducted in Academic Year 2019-20 till date for quality enhancement.
10. The IQAC coordinator informed about the promotion proposal of Dr C D Mahajan & Dr P E Bhosale.
11. The IQAC coordinator informed that the admissions of BA LLB I & LLB I are on the verge of conclusion. The time tables for BA LLB I & LLB I are prepared and classes are started accordingly.

The meeting is concluded by final remarks by the Chairperson and vote of thanks by IQAC Coordinator.

IQAC Coordinator

NAAC Coordinator

Chairperson

Minutes of IQAC held on 23rd January 2020

A joint meeting of IQAC and NAAC Steering Committee is held on 23rd January 2020 at Shri Sharda Bhavan Education Society's Office in I T M Building at 4.30 pm.

Agenda for the meeting

1. Discussion on minutes of previous meeting
2. About reconstitution of IQAC and NAAC Steering Committee
3. College Golden Jubilee Year Celebration
4. Discussion on New guidelines for NAAC
5. Conducting activities in Kusum Mohotsav
6. Any other matter with the permission of Chairperson

Following IQAC Committee members are present for the meeting-

Dr V S Khakare

Adv Miss Shrijaya A Chavan

Adv Miss Sujaya A Chavan

Shri Narendra B Chavan

Dr P E Bhosle

Dr M B Ali

Dr C D Mahajan

Dr V V Patil

Dr M S Bisen

Dr M J Patil

Shri R K Waghmare

Shri P G Shinde

Shri P I Patil

Shri Bhaskar Hassekar

Dr Shri Sunil Masare

Shri Satish Samate

Dr A B Karwa

Dr P V Bandewar

Following NAAC Steering Committee members are present for the meeting-

Dr V S Khakare

Dr A B Karwa

Dr P V Bandewar

Dr P E Bhosle

Dr M B Ali

Dr C D Mahajan

Dr V V Patil

Dr M S Bisen

Dr M J Patil

Shri R K Waghmare

Shri P G Shinde

The meeting was conducted under the chairpersonship of Dr V S Khakare. At first, IQAC Coordinator Dr P V Bandewar welcomed all the members and began with the meeting after obtaining permission from Chairperson.

Following issues were resolved in the meeting

1. Minutes of previous meeting held on 5th November 2019 were unanimously approved.
2. As the IQAC and NAAC Steering Committee is reconstituted, the new members were introduced by IQAC Coordinator.
3. The NAAC Coordinator highlighted on the new guidelines for NAAC and AQAR submission.

4. A discussion was made to celebrate completion of fifty years of college. Accordingly, it was decided to constitute the Golden Jubilee Celebration Committee and the committee is constituted and is directed to prepare a tentative schedule of various activities for Golden Jubilee Year Celebration.
5. The IQAC Coordinator discussed about the policies and programmes which were proposed in previous meeting and accordingly were planned and executed up till now.
6. The NAAC Coordinator informed the members about new policy for uploading AQAR and also mentioned the need of relevant improvements in IQAC as to facilities and manpower.
7. In memory of Late Kusumtai Chavan, Kusum Mohotsav is Planned wherein various activities and competitions are planned by the organizing Committee. The College has shown its keen interest to conduct few activities and competitions. Accordingly, the organizing committee agreed and it is decided to host Debate Competition of Kusum Mohotsav.
8. The IQAC Coordinator communicated in brief about the activities and programmes conducted in Academic Year 2019-20 till date for quality enhancement as under-
 - a. On 14th July 2019, the staff and students have actively participated in the Rally regarding water literacy awareness for conservation & preservation of water on the occasion of birth anniversary of Late Dr Shri Shankarraoji Chavan.
 - b. On 27th July 2019, as a co-curricular activity, a workshop is conducted for students regarding use of online educational technology i.e. LMS EDMODO for communication, collaboration, assessment and evaluation. Also, an information of online courses under “Swayam” was given and students are motivated to take admission. Information on EDMODO was given by Dr V S Khakare and on Swayam by Dr P V Bandewar.
 - c. On 29th August 2019, National Sports Day was celebrated under “Fit India Drive” of Government of India. A lecture was organized and few sports teachers were invited and felicitated. Dr C D Mahajan was Coordinator.

- d. On 4th September 2019, organized inter collegiate “C” Zone Table Tennis (M & W) Tournament.
- e. On 9th September 2019, 27th Lecture in Late Shri Shankarrao Chavan Lecture Series was organized and Shri Rahul Chavan (Asst Charity Commissioner, Pune) delivered his lecture on “Legal Education & Career Opportunities”. Dr P V Bandewar was Coordinator.
- f. On 16th September 2019, a National Workshop was conducted on “ICT in Classroom”. Dr M J Patil was Coordinartor.
- g. From 17th September 2019 to 15th October 2019, the students of college have presented “Street Play” at various places including the workshop conducted at collector office, towards voting awareness especially for physically challenged voters. Dr M J Patil was Coordinator.
- h. From 21st September to 24th September 2019, Youth Festival was organized by Swami Ramanand Teerth Marathwada University and 14 students have participated in different events. Dr M S Bisen was Coordinator.
- i. On 28th September 2019, an Orientation on Dissertation writing for LL M II students was organized and conducted by Dr P V Bandewar & Dr A B Karwa. Dr A B Karwa was Coordinator.
- j. On 2nd October 2019 i.e. Gandhi Jayanti, the plantation programme was conducted in college campus, college campus is cleaned by staff and students, plastic waste is collected and disposed of, a drive towards environment protection and upliftment.
- k. From 3rd October 2019 to 5th October 2019, Adhar card Camp was organized in collaboration with India Post, Nanded Office for Aadhar entry, updates and corrections. Dr M B Ali was Coordinator.
- l. On 7th October 2019, an orientation programme was conducted for students on Moot Court activity wherein orientation was made by CHB Lecturers Ms Shaikh Saltenat & Mr Shaikh Juned.
- m. On 15th October 2019, an Induction programme was organized for newly admitted students. Dr M S Bisen was Coordinator.
- n. On 15th October 2019, an exhibition of law journals was organized for the students and staff on the occasion of Late A P J Kalam Jayanti i.e. Vachan Prerna Din. Shri R K Waghmare was Coordinator.

- o. On 2nd November 2019, 5th Dr. R N Khandil Intra Collegiate Moot Court Competition was conducted. Dr M S Bisen was Coordinator.
- p. On 9th November 2019, Degree Distribution Ceremony was conducted. Dr P E Bhosle was Coordinator.
- q. On 26th November 2019, the Constitution Day was celebrated by reading Preamble of Indian Constitution and organizing Blood Donation Camp in memory of Shahids who lost their life in 26th November Terrorist Attack in Mumbai.
- r. On 8th January 2020, the members of Bar Council of India visited the college for inspection.

Plan of Action

The IQAC Coordinator presented in brief the proposed plan of action as under-

1. A study tour will be planned for students to let them learn actual working of local self-bodies like gram panchayat and panchayat samiti at village & taluka place.
2. The college website will be reconstructed with the proposed use of ERP software for updating, communicating and evaluating purpose.
3. A programme on road safety will be organized for students to make them aware about traffic rules and safety measures.
4. A visit to Family Court is proposed to let the student understand and observe Family Court working.
5. One-week Workshop on Self Defence Techniques for girl students will be organized.
6. A parent-teachers meeting will be conducted for the parents of BA LLB I, II- and III-year students.
7. A cultural programme will be planned on the occasion of International Women's Day exclusively for girl students and female staff members of college.
8. National Moot Court competition will be conducted in the month of March.
9. As there is outbreak of a new virus "CORONA", it is planned to have an awareness programme in collaboration with Alumni Association.

The meeting is concluded by final remarks by the Chairperson and vote of thanks by IQAC Coordinator.

IQAC Coordinator

NAAC Coordinator

Chairperson

MEETING NO. 4, DATED 3RD JULY 2020

Minutes of IQAC held on 3rd July 2020

A meeting of IQAC is held on 3rd July 2020 at IQAC Office of the College at 1.00 pm.

Agenda for the meeting

1. Discussion on minutes of previous meeting
2. Introduction of New student member in IQAC
3. About College Golden Jubilee Year Celebration
4. Discussion on New guidelines of NAAC
5. Conducting activities during lockdown
6. Any other matter with the permission of Chairperson

Following IQAC Committee members are present for the meeting-

Dr V S Khakare

Adv Miss Shrijaya A Chavan

Adv Miss Sujaya A Chavan

Shri Narendra B Chavan

Dr P E Bhosle

Dr M B Ali

Dr C D Mahajan

Dr V V Patil

Dr M S Bisen

Dr M J Patil

Shri R K Waghmare

Shri P G Shinde

Shri P I Patil

Shri Bhaskar S Hassekar

Dr Shri Sunil Masare

Shri Satish Samate

Dr A B Karwa

Dr P V Bandewar

The meeting was conducted under the chairpersonship of Dr V S Khakare. At the beginning, IQAC Coordinator Dr P V Bandewar welcomed all the members and initiated the meeting after obtaining permission from Chairperson.

Following issues were resolved in the meeting

1. Minutes of previous meeting held on 23rd January 2020 are unanimously approved.
2. IQAC Coordinator introduced new student member Shri Bhaskar Hassekar to all as the previous member has completed his LL B degree. New member was welcomed by all.
3. As discussed, and decided in previous meeting, the IQAC Coordinator informed that the College Golden Jubilee Year Celebration Committee was constituted and a schedule of proposed activities were prepared. But, before beginning with the activities scheduled, the lockdown started due to Covid 19 Pandemic and the activities could not be executed as planned.
4. NAAC Coordinator informed the members about new policy for uploading AQAR and also mentioned the need of relevant improvements in IQAC as to facilities and manpower. It was also informed that due to pandemic, the date for uploading AQAR is extended up to October 2020 and also mentioned the need of time for uploading AQAR of 2018-19 and 2019-20.
5. IQAC Coordinator mentioned that offline classes were suspended due to lockdown. An online meeting of NAAC Steering Committee was held on 28th March 2020 and it was decided to complete the syllabus by conducting online classes. It was also discussed and decided to search and participate in any course or programme for conducting online classes and use of various Software and Apps as to online teaching, assessment, evaluation. It was also informed that as the online mode of conducting meeting was new, the meeting could not be recorded.

6. IQAC Coordinator communicated in brief about the activities and programmes conducted after last meeting till date i.e. between 23rd January 2020 and 3rd July 2020 in the college as-

- a. As proposed in action plan of previous meeting, on 28th January 2020, a seminar was organized for students to provide information as to road safety wherein the Highway Police Authority provided information about safety rules. They also brought their new technologically advanced highway vehicle and demonstrated its working, operating of fine collection machine, taking photo and sending message of fine to rule breakers.
- b. As proposed in action plan of previous meeting, on 3rd February 2020, a visit to Family Court is organized in which students observed Family Court proceedings, had an interaction with Family Court Judge Honourable Smt Swati Chavan Madam, observed counselling process and had a campus tour. Dr P V Bandewar was Coordinator.
- c. As proposed in action plan of previous meeting, from 8th February 2020 to 15th February 2020, one-week workshop on Self Defence Technique for girl students was organized. Shri Vikrant Khedkar and his team gave training to the girls. After completion of training, a programme was organized on 15th February 2020 for distribution of certificates to participants. The safety pens specially designed by S P Office Nanded having emergency numbers were distributed among girl students. Dr C D Mahajan was Coordinator.
- d. As proposed in action plan of previous meeting, on 11th February 2020, parents-teachers meeting was organized for the parents of BA LLB I, II- and III-year students. Dr M J Patil was Coordinator.
- e. As proposed in action plan of previous meeting, on 14th February 2020, an awareness programme “Corona Virus Awareness” was conducted through Alumni Association. Dr Sunil Masare delivered very informative lecture. Dr M B Ali was Coordinator.
- f. As proposed in action plan of previous meeting, on 27th February 2020, debate competition was conducted by the college under Kusum Mohotsav. Dr P E Bhosle was Coordinator.
- g. As proposed in action plan of previous meeting, on 28th February 2020 an educational tour was organized for BA LLB IInd year students and

- a visit to gram panchayat of Fulsavangi and panchayat samiti of Mahagaon was organized. Dr Rajwantsingh Kadamb was Coordinator.
- h. On 29th February 2020, a legal aid and awareness programme was arranged in the college. Dr M B Ali was Coordinator.
 - i. As proposed in action plan of previous meeting, on 8th March 2020, on the occasion of International Women's Day, a cultural event was organized only for girl students and ladies' staff of the college. Dr P V Bandewar was Coordinator.
 - j. On 8th March 2020, the girl students participated in "Nirbhaya Walk" planned by S P Office Nanded in collaboration with few NGOs of Nanded to protest the offences against women. Dr P V Bandewar was Coordinator.
 - k. As proposed in action plan of previous meeting, on 14th March 2020, 7th National Late Kusumtai Chavan Memorial Moot Court Competition was organized. Dr M S Bisen was Coordinator.
 - l. As discussed in previous meeting, the process of reconstructing the college website is started. The use of ERP software is started for communication and updating purpose.

Plan of Action

The IQAC Coordinator presented following proposed plan of action-

1. A workshop will be planned to update and train the administrative staff members for more use of website and ERP software for admission and information purpose.
2. A programme will be planned for making teaching faculty members more friendly with the use of website and ERP software for the purpose of examination, submission, assessment & evaluation of students during pandemic.
3. A workshop will be organized for teaching faculty members for utilizing various Apps and software for conducting online classes, examination, online programmes and activities.
4. Regular review meetings of NAAC Steering Committee will be organized in online and offline mode for updating and solving issues regarding online working of faculty members.

5. An online lecture will be planned under Vigilance Awareness Week of Anti-Corruption Branch.
6. An online essay writing competition will be organized for the college students.
7. Continuous overview will be made for conducting online activities during lockdown period and students as well as faculty members will be motivated and encouraged accordingly.

The meeting is concluded by final remarks by the Chairperson and vote of thanks by IQAC Coordinator.

IQAC Coordinator

NAAC Coordinator

Chairperson