

**BHARATI VIDYAPEETH'S  
YASHWANTRAO CHAVAN LAW COLLEGE, KARAD**



**National Assessment Accreditation Council  
INTERNAL QUALITY ASSURANCE CELL  
Academic Year 2018-19**



**MINUTES OF MEETING- 1**

First meeting of AY 2018-19 is convened on Saturday, 11<sup>th</sup> Aug. 2018 at NAAC Hall of the College at 11.30am.

**Proceedings:**

1. On 24<sup>th</sup> July 2018 ,Dr. M. S. Patil took the charge of Principal.
2. Dr. M. S. Patil illustrated the significance of IQAC in developing teaching-learning and evaluation process. She also took the review of previous working of IQAC and other related information.
3. Shri. S. H. Mane, former Coordinator of NAAC suggested to reconstitute the Committee for the AY 2018-19, in view of under mentioned reasons;
  - a. Due to change of Principal- earlier Dr. P. B. Chavate was the Chairman of the Committee now Dr. M. S. Patil will be the Chairperson,
  - b. In place of S. H. Mane, M. S. Khairnar will be the Coordinator of NAAC for AY 2018-19,
  - c. Dr. M. M. Rajmane will be the Management Representative in place of DR. H. M. Kadam,
  - d. In place of Adv. V. V. Kulkarni as member of Advocate Bar (Industriliast) Adv. A. Y. Patil will take charge,
  - e. Sau. S. D. Kulkarni will be the Parent (stakeholder) representative,
  - f. Adv. Sagar Patil will represent as nominee of Employer,

All these changes were accepted unanimously and with the consent of new representatives' new members were added and accordingly the IQAC is reconstituted.

4. Dr. P. B. Chavate introduced all the members newly added in the committee.

5. Shri. S. H. Mane submitted that AQAR for 2016-17, 2017-18 has not been submitted since the accreditation. He also submitted that the process of preparation of Report is in pipeline.
6. Shri. P. R. Misal, representative of non-teaching staff, Sr. Clerk shared the information relating to scholarship schemes and newly introduced DBT portal, Chhatrapati Shahu Maharaj Scheme for Maratha category students. He submitted that Eligible students are enrolled under the different schemes of scholarship.
7. Shri. D. V. Jagtap suggested to constitute Counseling Committee for aspiring students under CET process for the first year of both the law courses. This suggestion was agreed and accepted by all.
8. Sau. S D. Kulkarni suggested to convene Parent Teacher Meet to interact with newly admitted students. This suggestion was agreed and accepted by all.

After discussion and deliberation on different issues following plan is fixed for the upcoming time; - **Plan of Action**

1. It was decided to draft Academic Calendar for the AY 2018-19 and to be uploaded on college website.
2. S. H. Mane, Asst. Prof., has to submit proposal for organizing Lead Activity under Shivaji University.
3. Responsibility to arrange Parent-Teacher Meet is handed over to R. V. Mohite, Asst. Prof.
4. Dr. P. B. Chavate and S. H. Mane have to prepare AQAR for AY 2016-17 and 2017-18 to be submitted by Dec. 2018 with the NAAC.
5. M. S. Khairnar will look after the submission of data on AISHE, ARA and also take care of website updation, preparing work report.
6. Class mentors has been appointed and directed to see timely syllabus completion, internal exams, viva, seminar presentation, University exam form submission.
7. Student representative will take care of organizing extra-curricular activities with the help of students and as per direction of Principal.

Date: 11/08/2019

Place: Malkapur

M. S. Khairnar  
Coordinator

Dr. M. S. Patil  
Principal and Chairperson