

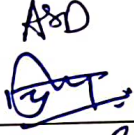
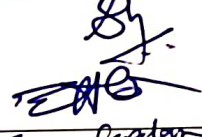
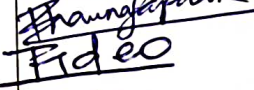
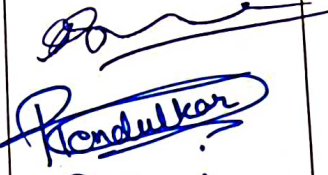
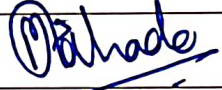
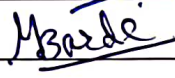


IQAC Meeting Attendance

Date: July 15, 2023

Time: 11: 00 AM

S. No	Composition	Name of the members	Signature
1.	Chairperson: Head of the Institution	Dr. Ananya Bibave	
2.	Senior Administrative Officer	Mr. Dhiraj Kothmire	
3.	Teachers (Three)	Dr. Shivanjali Bhoite Asst. Prof. Archana Deshpande Asst. Prof. Chinmay Shete	
4.	Members from the Management(two)	Prof. Shamkant Deshmukh Adv. (Dr) Chintamani Ghate	
5.	Nominees from Local Society/Students/ Alumni (One/two)	Ms.Bhavna Gopalan Asst.Prof. Pooja Deo	 Fideo
6.	Nominees from the Employers/Industrialists/Stakeholders (One/two)	Adv. Amit Girme Adv Pratik Tendulkar	
7.	External Expert	Prof. Peeyush Pahade	
8.	Coordinator of IQAC	Dr. Mayura Borde	



Progressive Education Society's

Modern Law College and Ph. D. Research Centre

Ganeshkhind, University Circle, Pune - 411 016.

(Recognised by Government of Maharashtra, Permanently Affiliated to Savitribal Phule Pune University & Approved by Bar Council of India)

(Recognised under 2 (F) & 12 (B) of UGC Act 1956 & Accredited by NAAC - 'A' Grade) I. D. No. PU/PN/LAW/189/2003 AISHE:C-41667

Prof. Dr. Gajanan R. Ekbote
Chairman, Business Council

Adv. Dr. Chintamani G. Ghate
Co-ordinator

Dr. Ananya Bibave
Principal (I/C)

Ref. No. PES-MLC/ 108A

Date : 14/07/2023

NOTICE

Internal Quality Assurance Cell Meeting for the Academic Year 2022-2023

A meeting of Internal Quality Assurance Cell (IQAC) is scheduled on **July 15, 2023, at 11:00 AM** in IQAC Hall, Modern Law College, Ganeshkhind, Pune. All the members are requested to kindly make it convenient to attend the meeting. The detailed agenda is enclosed.

We look forward to your presence and meaningful contributions to ensure continuous improvement and excellence in our institution.

Adv. (Dr) Chintamani Ghate
Coordinator

Dr. Ananya Bibave
Principal (I/C)

Name of the Members

1. Prof. Shamkant Deshmukh
2. Prof. Peeyush Pahade
3. Mr. Dhiraj Kothmire
4. Dr. Shivanjali Bhoite
5. Dr. Mayura Borde
6. Asst. Prof. Archana Deshpande
7. Asst. Prof. Chinmay Shete
8. Ms. Bhavna Gopalan
9. Adv. Pooja Deo
10. Adv. Amit Girme
11. Adv. Pratik Tendulkar

Encl: Agenda

PES's Modern Law College

Agenda of the Meeting

The following are the points to be considered during the meeting:

- 1) Call to order and Roll call by the IQAC Coordinator
- 2) Reading and approval of previous Minutes of meeting held on 11 March, 2023
- 3) Status of AQAR submission
- 4) **Follow up on the status** of agendas recommended by IQAC members in the previous meeting.
 - i. Online/ offline Certificate Courses.
 - ii. Alumni forum
 - iii. Training programs for Teaching & Non-teaching staff members.
 - iv. Workshop on Career development & IPR
 - v. Inauguration of Book Reading club
 - vi. Vridhi software for academic & administrative purpose.
 - vii. Allotment of NAAC Criteria among the staff members
 - viii. Audit of programs under QIP, NSS and BSD of Savitribai Phule Pune University
 - ix. Internal and Statutory audit of the College
 - x. study material in Vernacular (Marathi) language
 - xi. ISO Certification
- 5) To facilitate the use of LMS and uploading of teaching plan
- 6) To plan the recruitment process of interviews as per the SPPU guidelines



PES's Modern Law College

Minutes of the Meeting

I. Call to Order

A meeting of Internal Quality Assurance Cell (IQAC) was held on July 15, 2023, at 11:00 AM in IQAC Hall, Modern Law College, Ganeshkhind, Pune under the Chairpersonship of Dr. Ananya Bibave. The IQAC Coordinator welcomed and briefed about the agenda

II. Roll Call

- The following members attended the meeting:
 - (a) Chairperson: Head of the Institution: Dr. Ananya Bibave
 - (b) Members:
 - i. Senior Administrative Officer: Mr. Dhiraj Kothmire
 - ii. Teachers (two): Dr. Shivanjali Bhoite
: Asst. Prof. Chinmay Shete
 - iii. Members from the Management(two): Prof. Shamkant Deshmukh
: Adv. (Dr) Chintamani Ghate
 - iv. Nominees from Local Society/ Students/Alumni (One/two):
: Ms. Bhavna Gopalan
: Asst. Prof. Pooja Deo
 - v. Nominees from the Employers/Industrialists/Stakeholders (One/two):
: Adv. Amit Girme
: Adv Pratik Tendulkar
 - vi. External Expert: Prof. Peeyush Pahade
 - vii. Coordinator of IQAC: Dr. Mayura Borde
- Leave of absence granted to:
One Teacher: Asst. Prof. Archana Deshpande

III. Approval of the Agenda

MOTION: The Chairperson moved to approve the agenda for the meeting. The agenda was Seconded and carried without dissent.

IV. Approval of the previous Minutes of the meeting

MOTION: The Chairperson moved to approve the minutes of the March 11, 2023 meeting. Seconded and carried without dissent.

V. Discussions/ Comments

Sr No	Subject/Issue	Matters brought forward by/ Suggestions given by	Outcome of Discussion	Action to be taken with Timelines
1.	AQAR Submission status	Chairperson	All the data pertaining to all the Criteria I to VII is submitted to IQAC Coordinator. The IQAC Coordinator informed that some of the data has to be uploaded on the website to generate link for the AQAR.	With Immediate Effect
2.	Follow Up - On the status of the following:	Chairperson		
	i. Online/ Offline Certificate Courses.	Dr. Shivanjali Bhoite	The Certificate Courses to be conducted in the Course Term I & Term II is assigned among all the faculty members. The proposal and the Syllabus are also submitted by all the Course In-charge.	Scheduled for the academic year – 2023-2024
	ii. Alumni Forum	Adv. Amit Girme	All the Alumni is informed regarding the forum. The alumni shall be sending their draft of writing on the official mail id of the College.	In progress
	iii. Training programs for Teaching & Non-teaching staff members	Asst.Prof. Archana Deshpande	The two trainings for teaching & non-teaching staff members are conducted respectively on May 11, 2023 & May 09, 2023. The reports and other relevant data are also filed in soft & hard copies.	Completed

	iv. Workshop on Career development & IPR	Asst.Prof. Archana Deshpande	A Webinar on Importance of IP Protection on occasion of World Intellectual Property Day is conducted on 26th April 2023. The reports and other relevant data are also filed in soft & hard copies.	Completed
	v. Book Reading club	Dr. Shivanjali Bhoite	The inaugural ceremony of the Book Reading Club took place on April 24, 2023. The Hon'ble Visitor of PES's Modern Law College Dr. P.G. Dixit inaugurated the Book Reading Club, coinciding with World Book and Copyright Day on April 23, 2023.	Completed
	vi. Vridhi software for academic & administrative purpose.	Dr. Mayura Borde	A brief meeting was conducted on 27 March, 2023 regarding the use of Vridhi Software.	Completed
	vii. Allotment of NAAC Criteria among the staff members	Dr. Mayura Borde	The work allotment related to Criteria from I to VII is assigned to each of the faculty member.	Completed
	viii. Audit of programs under QIP, NSS and BSD of Savitribai Phule Pune University	Mr. Dhiraj Kothmire	A Seminar on NEP was conducted under QIP and the audit was done on 23 March, 2023. The audit of Moot Court, Earn & Learn scheme and Street play was done on 21 March, 2023.	Completed
	ix. Internal and Statutory audit of the College	Mr. Dhiraj Kothmire	The internal audit is scheduled on 17 Aug,2023 and Statutory Audit is scheduled on 18 August, 2023.	Documentation is completed for the audit

	x.Study material in Vernacular (Marathi) language	Dr. Shivanjali Bhoite	The topics related to subject areas are allotted to all the faculty members	In progress
	xi. ISO Certification	Dr. Shivanjali Bhoite	The data pertaining to the audit of ISO Certification was conducted on 10 April, 2023	Completed
3.	Use of LMS	Asst.Prof. Archana Deshpande	One training has been conducted on 27 March,2023 for all the faculty members. The teachers are informed to update and upload all the teaching material on the LMS for each semester	In progress
4.	Recruitment process	Chairperson	The Chairperson emphasized that the preparation regarding the recruitment process for academic and non-academic staff should be taken care by Vice Principal as per the guidelines given by SPPU	In progress

VI. Recommendation/ Suggestions by the IQAC members




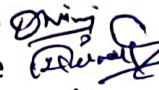







- a) All the faculty members must be instructed to prepare all the data pertaining to their assigned roles & responsibilities meticulously in Soft and Hard copies.
- b) The Vice Principal and IQAC Coordinator must take the follow up weekly regarding the work allotment among the faculty members.
- c) All the members unanimously sanctioned the meeting; no objection was raised.

VII. Adjournment

The meeting was adjourned at 2:00 pm. The next IQAC meeting for the academic year 2022- 2023 is scheduled for the month of October 2023.

The minutes was submitted by Dr. Mayura Borde- IQAC Coordinator

Signature of Chairperson and Members

1. Prof. Shamkant Deshmukh 
2. Adv. (Dr.) Chinatmani Ghatge 
3. Prof. Peeyush Pahade 
4. Mr. Dhiraj Kothmire 
5. Dr. Shivanjali Bhoite 
6. Dr. Mayura Borde 
7. Asst. Prof. Archana Deshpande
8. Asst. Prof. Chinmay Shete 
9. Ms. Bhavna Gopalan 
10. Adv. Pooja Deo 
11. Adv. Amit Girme 
12. Adv. Pratik Tendulkar 

Submitted by



IQAC Coordinator – Dr. Mayura Borde



IQAC Coordinator
P. B. Society's
College,
Gandhinagar, Pune-16.

Approved by



Chairperson – Dr. Ananya Bibave



Offg. Principal
P. B. Society's
College,
Gandhinagar, Pune-16.