



**Janardan Bhagat Shikshan Prasarak Sanstha's**  
**Bhagubai Changu Thakur College of Law, New Panvel**

**Date:** 20-12-2019

**Minutes of the 1st Meeting of Internal Quality Assurance Cell (IQAC)**

**Time:** 12:30 pm

**Venue:** Board room

**Present:**

<b>No.</b>	<b>Name of the Member</b>	<b>Designation / Department</b>	<b>Position in Committee</b>
1.	Mrs. Sheetala Shrikant Gawand	I/C Principal	Convener
2.	Mr. Paresh Thakur	Member, Janardan Bhagat ShikshanPrasarak Sanstha	Management Representative
3.	Dr. S. T. Gadade	Secretary, Janardan Bhagat ShikshanPrasarak Sanstha	
4.	Mrs. Deepali Babar	Assistant Professor in Law	IQAC Coordinator
5.	Mrs. Priyanka Mhatre	Assistant Professor in Law	Teachers Representative
6.	Ms. Shruti Pote	Assistant Professor in Law	
7.	Mrs. Vrushali Ramteke	Assistant Professor in Law	
8.	Mrs. Yugandhara Lele	Librarian	
9.	Dr. Seema N. Kamble	Principal Shri Bapusaheb D. D. Vispute College of Education, New Panvel.	Academician
10.	Mr. Shekhar Sakpal	Clerk /Accountant	Administrative Staff
11.	Mrs. Archana Thakur	Member NGO	Community representative
12.	Mr. Ganesh Koli	Member	Industry representative

13.	Mrs. Neha Hemant Telwane	Member	Parents representative
14.	Ms. Mansi Shelar	Student	Students' Representative
15.	Ms. Shital Kapoore	Student	
15	Mr. Jay Pawnekar	Alumni	Alumni representative

**Agenda:** Discuss & Propose Initiatives for Quality Enhancement in Academic & Administration, Reforms & Suggestions, Curriculum Delivery, and Career Preparation for Law Students in Academic & Research

The meeting was called to order by the I/C Principal, who welcomed all members and outlined the comprehensive agenda for the day.

**1. Opening Remarks:** The Chairperson provided a brief introduction, emphasizing the vital role of the IQAC in enhancing both academic and administrative aspects of the institution.

**2. Introduction to the Agenda** A detailed overview of the agenda was presented, highlighting the focus on quality enhancement in academic and administrative areas, proposing reforms and suggestions, improving curriculum delivery, and enhancing career preparation for law students.

**3. Discussion and Proposal of Initiatives for Quality Enhancement:** Members engaged in a thorough discussion to propose initiatives for quality enhancement in academic and administrative domains. Ideas were generated on improving teaching methodologies, assessment processes, administrative efficiency, and student support services.

**4. Presentation of Reforms and Suggestions by IQAC Members:** Each member presented their proposed reforms and suggestions, covering areas such as curriculum design, assessment methods, administrative procedures, and the overall learning environment. The goal was to gather diverse perspectives and insights.

**5. Prioritization and Selection of Initiatives and Reforms:** Members collaboratively prioritized proposed initiatives and reforms based on their potential impact and feasibility. Criteria such as resource availability, alignment with institutional goals, and urgency were considered during the selection process.

**6. Action Plans and Responsibilities:** For each selected initiative and reform, action plans were formulated. Responsibilities were assigned to specific members, and timelines were established for implementation. The Chairperson stressed the importance of effective coordination and communication among the members.

**7. Enhancement of Curriculum Delivery:** A presentation on the enhancement of curriculum delivery was given by Mrs. Deepali Babar. Discussions focused on integrating innovative teaching methods, incorporating practical aspects into the curriculum, and ensuring relevance to current legal practices.

**8. Training of Law Students in Career Preparation in Academic & Research** The in-charge Principal Mrs. Shitala Gavand presented a proposal for training law students in career preparation, emphasizing academic and research-oriented skills. The discussion covered potential workshops, seminars, and collaborations with legal professionals to provide practical insights.

**Any Other matter:** Members were given the opportunity to raise additional matters not covered by the agenda. Relevant announcements and updates were shared during this segment.

The schedule for future IQAC meetings was discussed, and the Chairperson provided closing remarks, expressing gratitude for the active participation and dedication of all members.

Mrs. Deepali Babar  
IQAC Coordinator

Mrs. Shitala Gavand  
(I/C Principal)  
Convener