



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

Date: 20-03-2020

Minutes of the 2nd Meeting of Internal Quality Assurance Cell (IQAC)

Time: 12:30 pm

Venue: Board room

Present:

No.	Name of the Member	Designation / Department	Position in Committee
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	
16.	Vinayak Koli	Alumni	Alumni representative
17.	Mr. Jay Pawnekar	Alumni	
18.	Mr. Ravi kasbe	Alumni	

The meeting commenced with the Mrs. Sheetala Shrikant Gawand (I/C Principal) welcoming all members and initiating a review of the previous meeting's minutes.

Review of Previous Meeting Minutes: The minutes of the previous meeting were reviewed, and updates were provided on the action items. It was confirmed that the status of previous action items was addressed.

The following agendas were discussed:

1. **Assessment Methods:** A comprehensive discussion on assessment methods was led by [Name]. Various assessment strategies were reviewed, and members shared insights on effective evaluation techniques. The goal was to ensure fair, transparent, and meaningful assessment practices aligned with the educational objectives.
2. **Formation of Subject-Specific Committees:** Members discussed the formation of subject-specific committees to delve deeper into curriculum content, teaching methodologies, and assessment practices within each academic discipline. This initiative aims to address the unique needs and challenges of different subjects.
3. **Precautionary Measures for COVID-19:** The I/C Principal presented precautionary measures to handle the ongoing COVID-19 situation. Discussions included safety protocols, hygiene practices, and potential adjustments to academic activities to ensure the well-being of students, faculty, and staff.
4. **Emerging Needs of Conducting Online Lectures:** The Principal led discussions on the emerging needs of conducting online lectures. The focus was on technology infrastructure, faculty training, and pedagogical strategies for effective online teaching. Members shared experiences and proposed solutions for enhancing the online learning experience.

Action Plans and Responsibilities For each agenda item, action plans were formulated. Responsibilities were assigned to specific members, and timelines were established for

implementation. The importance of clear communication and collaboration among the committees was emphasized.

Documentation and Reporting: The Mrs. Deepali Babar highlighted the importance of maintaining comprehensive documentation for all decisions and action plans. A standardized reporting format was introduced, and members were encouraged to regularly update progress and challenges.

Any Other matters: Members were given the opportunity to raise any additional matters not covered in 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 commitment of all members.

Mrs. Deepali Babar
IQAC Coordinator

Mrs. Shitala Gavand
(I/C Principal)
Convener