



Shri Vile Parle Kelavani Mandal's

# Pravin Gandhi College of Law

(5 Year Course)

(Affiliated to University of Mumbai)

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## Internal Quality Assurance Cell

### Agenda for the Meeting Dated 10<sup>th</sup> August 2019

Academic Year: 2019-2020

A meeting of the IQAC will be held on 10<sup>th</sup> August 2019, in the Seminar Room, Library, at 2:00 p.m.

#### The Agenda for the Meeting is as Follows:

1. Read and confirm the minutes of the meeting held on 14 January, 2019.
2. Review Action Taken Report for the Academic Year 2018-19.
3. Review status on criteria-wise SSR documentation and data collection (QLM and QMs)
4. To propose reforms and suggestions by the IQAC members
  - a. To suggest changes in the activity reports of events carried out by the college
  - b. To suggest and discuss the theme of the upcoming national conference
  - c. To suggest and discuss initiatives taken towards mental health awareness
  - d. To suggest ideas for updating features on the college website
5. Check feasibility to conduct research seminars, subject symposiums, added-value programs, certificate programs, courses etc.
6. Any other matter, with the permission of the Convener

Best Regards

Dr Navasikha Duara

IQAC Convener



# Internal Quality Assurance Cell

## Minutes of the Meeting Dated 10<sup>th</sup> August 2019

Academic Year: 2019-2020

Minutes of the meeting of the IQAC held on 10<sup>th</sup> August 2019, in the Seminar Room, Library, at 2:00 p.m.

### Minutes:

The meeting of the Internal Quality Assurance Cell (IQAC) of the SVKM's Pravin Gandhi College of Law (5-Years -B.L.S/LL.B.) was held on 10<sup>th</sup> August 2019, from 2:00 p.m. to 3:00 p.m. in the Seminar Room, Library.

### Following members attended the meeting:

| Sr. No. | Name of the Members            |
|---------|--------------------------------|
| 1.      | Dr. Navasikha Duara – Convener |
| 2.      | Mrs Sarika Jayatkar            |
| 3.      | Mrs Kavita Sharma              |
| 4.      | Mrs Anju Singh                 |

### Welcome & introductory remarks by the Convener:

The IQAC Convener welcomed everyone. The meeting commenced at 2:00 p.m.

The following matters were discussed with respect to the agenda:

**Item I:** Read and confirm the minutes of the meeting held on 14 January, 2019.

The minutes of the previous meeting were read by Mrs Anju Singh and the same were confirmed by the Convener.



**Item II: Review Action Taken Report for the Academic Year 2018-19**

The Action Taken Report for the Academic Year 2018-19 was reviewed by all the members, and the convener gave necessary approvals and confirmations.

**Item III: Review status on criteria-wise SSR documentation and data collection (QLM and QMs)**

The IQAC Convener reviewed the status on criterion-wise SSR documentation and data collection. All criterion teams were requested to submit the drafts of Qualitative Metrics and supporting data by the end December 2019.

**Item IV: To propose reforms and suggestions by the IQAC members:**

- a. To suggest changes in the activity reports of events carried out by the college

It was discussed and decided by the members that the details and a brief profile of the guests should be added to the existing activity report format; it was observed that this would also help in maintaining a repository of the guests invited.

- b. To suggest and discuss the theme of the upcoming national conference

The Convener proposed the theme of democracy. After a deliberation, with the inputs of all members, the theme was finalized as Dimensions of Democracy.

- c. To suggest and discuss initiatives taken towards mental health awareness

It was suggested that keeping in mind the aim of students' as well as faculty's wellbeing, a workshop or seminar should be organized on mental health awareness.

- d. To suggest ideas for updating features on the college website

The members put forth the suggestion that the college website should have some more features; it was discussed and finalized that a separate tab for the Placement Cell should be added, to highlight and share information regarding placements on our campus.



**Item V:** Check feasibility to conduct research seminars, subject symposiums, added-value programs, certificate programs, courses etc.

The members discussed and agreed upon the idea that more subject-specific courses, preferably certificate courses should be offered by the college.

**Item VI:** Any other matter, with permission of the Convener

No other matter was discussed.

The meeting was adjourned at 3:00 p.m.



Dr Navasikha Duara

IQAC Convener

