



Malad Kandivli Education Society's

M.K.E.S. COLLEGE OF LAW

ISO 9001 : 2015 Certified

Bhavishya Bharat Campus, S. V. Road, Malad (West), Mumbai - 400 064.

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Internal Quality Assurance Cell (IQAC) – Minutes and Action Taken Report.

V. R. Dube

I/c Principal

Dr. Vandana R. Dube



**M.K.E.S. COLLEGE OF LAW
M.K.E.S. COLLEGE OF LAW**

17th July, 2019

INTERNAL QUALITY ASSURANCE CELL

NOTICE

A meeting of the IQAC committee will be held on Monday, 22nd July, 2019 at 11.00 a.m. on Online mode on Google meet to discuss the following agenda:

1. To read and confirm the minutes of the last meeting.
2. To discuss the preparation of the Academic Calendar
3. To discuss about the new Certificate Courses for the Academic Year 2019-20
4. To discuss about the formation of various committees
5. To discuss the teaching plan and distribution of workload.
6. To discuss about the faculty development program.
7. Any other business with the permission of chair.

ASST. PROF. MAHENDRAKUMAR YADAV

IQAC CO-ORDINATOR



M.K.E.S. COLLEGE OF LAW

MINUTES OF THE MEETING

A meeting of the IQAC Committee was held on Monday , 22nd July, 2019 at 11.00 a.m. in Conference room of M.K.E.S. College of Law.

Dr (Ms.) Vandana Dube presided over the meeting. The following members were present:

Dr. Vandana R.Dube presided over the meeting. The following members were present:

- 1 . **Chairperson:** Dr. Vandana R.Dube
2. **IQAC Co-ordinator:** Mr. Mahendrakumar Yadav (Co-ordinator)

Members from the Management:

3. Shri Digant H.Upadhyaya

Teachers:

- 4.Ms. Varsha Vyas
- 5.Ms. Namrata Shetty
6. Ms. Shivani Negi

Administrative Officers:

7. Mr. Chandrakant Amin
- 8.Ms. Rinkal Trivedi

Students and Alumni:

9. Mr. Biju Chittilapilly (Alumni)
10. Mr. Himanshu Samant

Nominees from the Local Society:

- 11.Dr.Ms. Ancy Jose

Employers/ Industrialists/Stakeholders:

13. Shri Dilip N. Gala

Advisor:

14. Prof.Dr. Moushumi Datta



M.K.E.S. COLLEGE OF LAW

The Co-Ordinator of IQAC Asst.Prof. Mahendrakumar Yadav welcomed the members of the committee, The following business was transacted in the meeting:

The Co-ordinator of IQAC read out the minutes of the previous meeting and sought the confirmation of the minutes. The members confirmed the minutes.

The faculties were asked to prepare the Academic Calendar for the Academic Year 2019-20. The Co-ordinator informed the members to collectively decide the activities that will take place for the academic year.

The Coordinator informed the committee about the starting of New Courses for the Academic Year 2019-20.

1. Branding Yourself
- 2.Competition law in India
3. Basic Financial Management
- 4.Sports Law in India
5. MS Word and G-suite.

Asst. Professor Mahendrakumar Yadav, Asst. Professor Shivani Negi and Asst. Prof. Shiji Biji were chosen as the coordinators for these courses.

The Principal intimated all present about the formation of various committees and the Conveners and Co-conveners for these committees were decided.

All the faculties presented the distribution of workload and also presented the teaching plan for the approval of the IQAC.

It was decided to have a faculty development program on “Reforms in Matrimonial Laws and Proceeding in India”.

There being no other business the meeting ended with the vote of thanks to the chair.

ASST. PROF.MAHENDRAKUMAR YADAV

CO-ORDINATOR

READ CONFIRMED AND SIGNED

DR. (MS.) VANDANA DUBE

CHAIRPERSON



M.K.E.S. COLLEGE OF LAW

4th October, 2019

INTERNAL QUALITY ASSURANCE CELL

NOTICE

A meeting of the IQAC committee will be held on Wednesday, 9th October, 2019 at 11.30 a.m. on Google Meet to discuss the following agenda:

1. To read and confirm the minutes of the last meeting.
2. To discuss the activities conducted till 9th October, 2019.
3. To discuss the feedback from students.
4. Any other business with the permission of chair.

ASST.PROF. MAHENDRAKUMAR YADAV

IQAC CO-ORDINATOR



M.K.E.S. COLLEGE OF LAW

MINUTES OF THE MEETING

A meeting of the IQAC Committee was held on Wednesday, 9th October, 2019 at 11.30 a.m. in the conference room of M.K.E.S. College of Law.

Dr (Ms.) Vandana Dube presided over the meeting. The following members were present:

- 1 . **Chairperson:** Dr. Vandana R.Dube
2. **IQAC Co-ordinator:** Mr. Mahendrakumar Yadav (Co-ordinator)

Members from the Management:

3. Shri Digant H.Upadhyaya

Teachers:

- 4.Ms. Varsha Vyas
- 5.Ms. Namrata Shetty
6. Ms. Shiji Biji

Administrative Officers:

7. Mr. Chandrakant Amin
- 8.Ms. Rinkal Trivedi

Students and Alumni:

9. Mr. Biju Chittilapilly (Alumni)
10. Mr. Himanshu Samant

Nominees from the Local Society:

- 11.Dr.Ms. Ancy Jose

Employers/ Industrialists/Stakeholders:

13. Shri Dilip N. Gala

Advisor:

14. Prof.Dr. Moushumi Datta



M.K.E.S. COLLEGE OF LAW

The Co-Ordinator of IQAC Asst.Prof. Mahendrakumar Yadav welcomed the members of the committee. The following business was then transacted in the meeting:

The Co-ordinator of IQAC read out the minutes of the previous meeting and sought the confirmation of the minutes. The members confirmed the minutes.

The Co-ordinator shared the details of the events conducted by the committees till 9th October, 2019 which were as follows:

The cultural committee of M.K.E.S. College of Law had conducted the following events in the academic year 2020-21.

Sr. No	Date	Event	Activity
1.	6-08-2019	Friendship Day	Members of the cultural committee arranges stall of friendship bands for students. Games were also arranged for the students.
2.	14-08-2019	Rakshabandhan Celebration	Students accompanied by the faculties visited Malad, Kandivali and Borivali Police Station to show their appreciation for the protection the police officers offer to the city. The female students tied rakhis to the officials.
3.	19-09-2019	Cultural week	The Cultural committee celebrated cultural week by organizing days such as Twin Day, Retroday, Traditional Day, Rose Day etc.
4.	5-10-2019	Navratri Celebration	There was a face off challenge between the students. Prizes were also given for best outfits and dance. The event concluded with an informal DJ party for the students.

The Co-ordinator informed that the Legal Aid Committee had conducted the following events.

Sr. No	Date	Event	Activity
1	28-09-2019	Lecture on Legal topics	The legal aid committee members had organized lecture for the students of NK College on the following topics: 1. Consumer Protection Act 2. Cyber Laws 3. Bankruptcy Code 4. Article 370



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The co-ordinator also informed that the field trip committee had organised Court visit on 1st October, 2019 in Consumer Court and Labour Court in order to impart knowledge on the working of court, procedure, structure of the court rooms and lawyers chamber.

The committee was informed that the students will be taken for jail visit to Pune, Yerwada Jail on 12th October, 2019. feedback from the students will be collected in the last week of September 2020.

There being no other business the meeting ended with the vote of thanks to the chair.

ASST. PROF. MAHENDRAKUMAR YADAV

CO-ORDINATOR

READ CONFIRMED AND SIGNED

DR. (MS.) VANDANA DUBE

CHAIRPERSON



M.K.E.S. COLLEGE OF LAW

16th November, 2019

INTERNAL QUALITY ASSURANCE CELL

NOTICE

A meeting of the IQAC committee will be held on Friday, 22nd November, 2019 at 11.00 a.m. in the conference room of M.K.E.S. College of Law to discuss the following agenda:

1. To read and confirm the minutes of the last meeting.
2. To discuss about the degree distribution certificate ceremony.
3. To discuss about the National Moot Court to be conducted for the Academic Year 2019-20.
4. Any other business with the permission of chair.

ASST. PROF. MAHENDRAKUMAR YADAV

IQAC CO-ORDINATOR



M.K.E.S. COLLEGE OF LAW

MINUTES OF THE MEETING

A meeting of the IQAC Committee was held on Friday, 22nd November, 2019 at 11.00 a.m. in the Conference room of M.K.E.S. College of Law.

Dr (Ms.) Vandana Dube presided over the meeting. The following members were present:

- 1 . **Chairperson:** Dr. Vandana R.Dube
2. **IQAC Co-ordinator:** Mr. Mahendrakumar Yadav (Co-ordinator)

Members from the Management:

3. Shri Digant H.Upadhyaya

Teachers:

- 4.Ms. Varsha Vyas
- 5.Ms. Namrata Shetty
6. Ms. Shiji Biji

Administrative Officers:

7. Mr. Chandrakant Amin
- 8.Ms. Rinkal Trivedi

Students and Alumni:

9. Mr. Biju Chittilapilly (Alumni)
10. Mr. Himanshu Samant

Nominees from the Local Society:

- 11.Dr.Ms. Ancy Jose

Employers/ Industrialists/Stakeholders:

13. Shri Dilip N. Gala

Advisor:

14. Prof.Dr. Moushumi Datta



M.K.E.S. COLLEGE OF LAW

The Co-Ordinator of IQAC Asst.Prof. Mahendrakumar Yadav welcomed the members of the committee. The following business was then transacted in the meeting:

The Co-ordinator of IQAC read out the minutes of the previous meeting and sought for the confirmation of the minutes. The members confirmed the minutes.

The Principal requested the Asst. Prof. Mahendrakumar Yadav the convener of the Convocation committee to brief about the preparation for the degree distribution ceremony.

Asst. Prof. Mahendrakumar Yadav shared that the distribution ceremony is planned to be organised tentatively in the month of February, 2020 and that the preparation for the same is being done by the teachers and the students.

The Principal asked the Moot Court Committee Convener Ms. Namrata Shetty to mention the date decided for the National Moot Court Competition of the College-“Vidhigyan” which includes Moot Court Competition, Client Counselling, etc. The Convener Ms. Namrata Shetty said that the competition is planned to be conducted in the month of February in the last week and that the preparation for the same is in progress.

There being no other business the meeting ended with the vote of thanks to the chair.

ASST. PROF. MAHENDRAKUMAR YADAV

CO-ORDINATOR

READ CONFIRMED AND SIGNED

DR. (MS.) VANDANA DUBE

CHAIRPERSON



M.K.E.S. COLLEGE OF LAW

1st March, 2020

INTERNAL QUALITY ASSURANCE CELL

NOTICE

A meeting of the IQAC committee will be held on Friday, 6th March, 2020 at 11.00 a.m. in the conference room of M.K.E.S. College of Law to discuss the following agenda:

1. To read and confirm the minutes of the last meeting.
2. To discuss the students feedback.
3. To discuss about the events conducted in the Academic Year 2019-20
4. Any other business with the permission of chair.

ASST.PROF. MAHENDRAKUMAR YADAV

IQAC CO-ORDINATOR



M.K.E.S. COLLEGE OF LAW

MINUTES OF THE MEETING

A meeting of the IQAC Committee was held on Friday, 6th March, 2020 at 11.00 a.m in the conference room of M.K.E.S. College of Law.

Dr (Ms.) Vandana Dube presided over the meeting. The following members were present:

- 1 . **Chairperson:** Dr. Vandana R.Dube
2. **IQAC Co-ordinator:** Mr. Mahendrakumar Yadav (Co-ordinator)

Members from the Management:

3. Shri Digant H.Upadhyaya

Teachers:

- 4.Ms. Varsha Vyas
- 5.Ms. Namrata Shetty
6. Ms. Shiji Biji

Administrative Officers:

7. Mr. Chandrakant Amin
- 8.Ms. Rinkal Trivedi

Students and Alumni:

9. Mr. Biju Chittilapilly (Alumni)
10. Mr. Himanshu Samant

Nominees from the Local Society:

- 11.Dr.Ms. Ancy Jose

Employers/ Industrialists/Stakeholders:

13. Shri Dilip N. Gala

Advisor:

14. Prof.Dr. Moushumi Datta



M.K.E.S. COLLEGE OF LAW

The Co-Ordinator of IQAC Prof. MahendraKumar Yadav welcomed the members of the committee. The following business was then transacted in the meeting:

Asst.Prof. Mahendrakumar Yadav Co-ordinator of IQAC read out the minutes of the previous meeting and sought for confirmation of the minutes. The members confirmed the minutes.

The coordinator informed that the feedback has been taken from the students from both the programs online. Responses were received from the students and analysis has been carried out and actions are undertaken. Regular mentor meetings were also conducted online.

The convener of the Convocation Committee said that the Degree Distribution Ceremony was conducted on 26th February, 2020 for the pass out law graduates. This ceremony was graced upon by Hon'ble Justice Shri Joseph Kurian.

The Women Development Cell had conducted the following event:

Sr. No	Date	Event	Activity
1	10 th March 2020	International Women's Day	Workshop on the topic "Self Defence- Need of the Hour".

The Guest Lecture Committee of had conducted the following events:

1	8 th February, 2020	Guest Lecture	The topic for the lecture was "Art of Mooting" The Speaker for the webinar was Ms. Janaki Misra.
2	15 th February, 2020	Guest Lecture	The topic for the webinar was "Career options after law" The Speaker for the webinar was Adv. Hasmukh Shah.
3	7 th March, 2020	Guest Lecture on the occasion of International Women's Day	The topic for the lecture was " Women and Right to Smart Shopping."



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The Legal Aid Committee had conducted the following event:

1	9 th March , 2020	Street Play on International Women's Day	The topic for the play was " Beti Bachao Beti Padhao"
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The Field Trip Committee convenor Mr. Mahendrakumar Yadav made a mention about the Supreme Court visit on 28th and 29th February, 2020.

The convenor of Moot Court Committee Ms. Namrata Shetty mentioned that the 5th National Moot Court Competition Vidhigyaan was conducted on 28th and 29th March, 2020. The fest anchored legal

events such as legal debate, letter to Chief Justice, Moot Court Competition and Client Counselling. The convenor also said that M.K.E.S. College also had the pleasure of hosting 18 teams for the event.

The meeting ended with the Vote of Thanks.

ASST. PROF. MAHENDRAKUMAR YADAV

CO-ORDINATOR

READ CONFIRMED AND SIGNED

DR. (MS.) VANDANA DUBE

CHAIRPERSON



M.K.E.S. COLLEGE OF LAW

18th July, 2018

INTERNAL QUALITY ASSURANCE CELL

NOTICE

A meeting of the IQAC committee will be held on Wednesday, 25th July, 2018 at 11.30 a.m. in the conference room of M.K.E.S. College of Law to discuss the following agenda:

1. To read and confirm the minutes of the last meeting.
2. To discuss the preparation of the Academic Calendar
3. To discuss about the formation of various committees
4. To discuss about the courses for the certificate course for the Academic year 2018-19.
4. To discuss the teaching plan and distribution of workload.
5. To discuss about the faculty development program.
6. Any other business with the permission of chair.

ASST. PROF. MAHENDRAKUMAR YADAV

IQAC CO-ORDINATOR



**M.K.E.S. COLLEGE OF LAW
MINUTES OF THE MEETING**

A meeting of the IQAC Committee was held on Wednesday, 25th July, 2018 at 11.30 a.m. in Conference room of M.K.E.S. College of Law.

Dr. Vandana R.Dube presided over the meeting. The following members were present:

1. **Chairperson:** Dr. Vandana R. Dube
2. **IQAC Co-ordinator:** Mahendrakumar Yadav (Co-ordinator)

Members from the Management:

3. Shri Digant H.Upadhyaya

Teachers:

4. Ms. Vanita Agarwal
5. Ms. Namrata Shetty
6. Ms. Varsha Vyas
7. Ms. Shivani Negi

Administrative Officers:

8. Mr. Chandrakant Amin
9. Ms. Rinkal Trivedi

Students and Alumni:

10. Mr. Biju Chittilapilly,
11. Ms. Anamika Tiwari (Alumni)

Nominees from the Local Society:

12. Dr. Ms. Ancy Jose

Employers/ Industrialists/Stakeholders:

13. Shri Dilip N. Gala

Advisor:

14. Prof. Dr. Moushumi Datta

The Co-Ordinator of IQAC Asst. Prof. Mahendrakumar Yadav welcomed the members of the committee, The following business was transacted in the meeting:

The Co-ordinator of IQAC read out the minutes of the previous meeting and sought the confirmation of the minutes. The members confirmed the minutes.



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The faculties were asked to prepare the Academic Calendar for the Academic Year 2017-18. The Co-ordinator informed the members to collectively decide the activities that will take place for the academic year.

The Coordinator informed the committee about the starting of New Courses for the Academic Year 2017-2018.

1. Soft Skill Development
2. Cyber Law
3. Basic Investment Skill
4. Travel and Tourism Laws
5. Mental Health Laws.

Asst. Professor Mahendrakumar Yadav, Asst. Prof. Purba Ganguly, Asst. Prof. Shivani Negi and Asst. Professor Varsha Vyas were selected as the coordinators for these courses.

The Principal intimated all present about the formation of various committees and the Conveners and Co-conveners for these committees were decided.

All the faculties presented the distribution of workload and also presented the teaching plan for the approval of the IQAC.

It was decided to have a faculty development program on the topic "Practical Aspects and amendments with respect to Criminal Law and Procedure".

There being no other business the meeting ended with the vote of thanks to the chair.

ASST. PROF. MAHENDRAKUMAR YADAV

CO-ORDINATOR

READ CONFIRMED AND SIGNED

DR. VANDANA R. DUBE

CHAIRPERSON



M.K.E.S. College of Law

Action Taken Report 2019-2020

July

S. No.	Plan of action	Outcome
1.	To discuss the preparation of the Academic Calendar	The faculties were asked to prepare the Academic Calendar for the Academic Year 2019-20. The Co-ordinator informed the members to collectively decide the activities that will take place for the academic year.
2.	To discuss about the new Certificate Courses for the Academic Year 2019-20	The Coordinator informed the committee about the starting of Branding Yourself, Competition law in India, Basic Financial Management, Sports Law in India, MS Word and G-suite as new Courses for the Academic Year 2019-20. Asst. Professor Mahendrakumar Yadav, Asst. Professor Shivani Negi and Asst. Prof. Shiji Biji were chosen as the coordinators for these courses.
3.	To discuss about the formation of various committees	The Principal intimated all present about the formation of various committees and the Conveners and Co-conveners for these committees were decided.
4.	To discuss the teaching plan and distribution of workload	All the faculties presented the distribution of workload and also presented the teaching plan for the approval of the IQAC.
5.	To discuss about the faculty development program	It was decided to have a faculty development program on "Reforms in Matrimonial Laws and Proceeding in India".

V. R. Dube
H/O PRINCIPAL
M.K.E.S. COLLEGE OF LAW
Malad (West), Mumbai - 400 064



M.K.E.S. College of Law

October

S. No.	Plan of action	Outcome
1.	To discuss the activities conducted till 9 th October, 2019	Events and activities conducted by Cultural Committee, Legal Aid Committee etc. were discussed.
2.	To discuss the feedback from students.	It was informed that feedback from the students will be collected in the last week of September 2020.

November

S. No.	Plan of action	Outcome
1.	To discuss about the degree distribution certificate ceremony.	The Principal requested the Asst. Prof. Mahendrakumar Yadav the convener of the Convocation committee to brief about the preparation for the degree distribution ceremony. Asst. Prof. Mahendrakumar Yadav shared that the distribution ceremony is planned to be organised tentatively in the month of February, 2020 and the information about preparation of the same.
2.	To discuss about the National Moot Court to be conducted for the Academic Year 2019-20.	The Convener Ms. Namrata Shetty informed that the National Moot Court Competition of the College- "Vidhigyan" which includes Moot Court Competition, Client Counselling, etc is planned to be conducted in the month of February in the last week and that the preparation for the same is in progress.

V. R. Dube
I/C PRINCIPAL
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Malad (West), Mumbai - 400 064



M.K.E.S. College of Law

March

S. No.	Plan of action	Outcome
1.	To discuss about the various activities conducted by the IQAC in the Academic Year 2019-2020	Following workshop/Seminar conducted by the IQAC in the year 2019-2020: Guide to Research Citation Guidelines to Write a Literature Review and Identifying the Research Problem Developing Research Skill amidst Open Source Software
2.	To discuss the students feedback.	The coordinator informed that the feedback has been taken from the students from both the programs online. Responses were received from the students and analysis has been carried out and actions are undertaken. Regular mentor meetings were also conducted online.
3.	To discuss about the events conducted in the Academic Year 2019-20	Events conducted by Women Development Cell, Guest Lecture Committee, Legal Aid Committee etc. were discussed.

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