



MARATHWADA MITRA MANDAL'S

# SHANKARRAO CHAVAN LAW COLLEGE

Accredited with 'A' Grade by NAAC  
202/A, DECCAN GYMKHANA, PUNE - 411 004.

Affiliated to Savitribai Phule Pune University & Approved by Bar Council of India, New Delhi  
(Permanent Reg. No. - Id No. : PU / PN / Law / 179 - 2002)



**Late. Shri. Shankarrao Chavan**  
Founder President

**Shri. Shivajirao D. Ganage**  
President

**Prin. Bhausaheb Jadhav**  
Exe - President

## Academic Planner – 2021-22

### A. Academic Administration

Sr.No.	Plan	Tentative Schedule	Action Plan	Faculty In-Charge
<ul style="list-style-type: none"><li>As per the directions of Government of Maharashtra and Savitribai Phule Pune University, to deal with the Pandemic caused by second wave of Covid -19 classes and activities will be conducted in Online Mode till further notice.</li></ul>				
1	Commencement of Admission Procedure for the Academic Year 2021-22	After the declaration of Result by SPPU for regular admissions	Admission Committee	B.A.LL.B.-Dr. Pradip Tambe LL.B.-Dr. Revati Naik
2	Timetable Preparation	As per notification to commence classes by SPPU for regular classes	Timetable Committee	Dr. Pradip Tambe, Dr. Revati Naik and Dr. Bhagwan Gawali
3	Commencement of Classes	Dates to be finalized after admission procedure & as per SPPU Circular	Arrangement of Classrooms & Time Table	Dr. Pradip Tambe Dr. Revati Naik
4	Commencement of 1 <sup>st</sup> B.A. LL.B. Class	After the allotment by CET and admission procedure	Notice for commencement of classes and classroom arrangement	Class teacher
5	Commencement of 1 <sup>st</sup> LL.B. Class	After the allotment by CET and admission procedure	Notice for commencement of classes and classroom arrangement	Class teacher



6	Disha Test to be conducted for B.A.LLB. 1 <sup>st</sup> and LL.B. 1 <sup>st</sup>	Immediately after the admission procedure gets over and within first week of the commencement of lectures	Notice-Test -Individual Analysis-Report (In collaboration with Expert Agency)	Class Teacher of B.A.LLB. 1 <sup>st</sup> and LL.B. 1 <sup>st</sup>
7	Career Guidance Program for students	Immediately within two weeks from the commencement of lectures	Notice and Report	Dr. Pradip Tambe and Dr. Revati Naik
8	Competitive Exam Guidance Program in association with Centre for Advanced Legal research and Training	Immediately within two weeks from the commencement of lectures	Notice and Report	Ms. Mayrua Sabane
9	Parent-Teachers meeting of all classes	Within one month from the Commencement of the Lectures	Notice-Meeting-Feedback-Report	Upto 16/10/2021
10	Mentor-Mentee Meeting	Within one month from the Commencement of the Lectures	Notice-Meeting-Feedback-Report	Upto 29/10/2021
11	Defaulter's List and Action	After each month from the commencement of Lectures	Notice-Display of List-Report of Action Taken-	Class Teacher (end of the semester)
12	Collection of Teaching Feedback of each subject and Report	After 15 days from the commencement of the Lectures	Distribution of Feedback-Collection -Report	Class Teacher Upto 21/10/2021
13	Internal examination of LL.B 2 <sup>nd</sup> & BA.LL.B 2 <sup>nd</sup> year	After one month of the commencement of lectures	Notice-Mode and Conduct of Internal Examination-Preparation of Mark list	Examination Department



14	Compulsory Field Visit (DPC & other subjects)	After one month of the commencement of lectures	Notice-Field Visit- Report	Class Teacher, Legal Aid Cell and NSS & concerned subject teachers
15	Revision lectures	After the completion of syllabus and before end of session	Notice-Attendance of the student-Report	Class Teacher
16	Remedial Lectures	After declaration of result for backlog students	Notice-Attendance of the student-Report	Class Teacher
17	Semester End Examination	As per the Circular by SPPU	Notice-Display of Timetable-Conduct of Examination Meeting-Report	Examination Committee
18	Result Analysis	After the declaration of result for each subject	Subject wise result analysis excluding Repeaters	Examination Department and class teachers
<b>Even Semester</b>				
<i>Resumption of Lectures in Off Line Mode</i>				
19	Commencement of Second Term	Dates to be finalized after admission procedure	Arrangement of Classrooms & Time Table	Dr. Pradip Tambe Dr. Revati Naik
20	Timetable Preparation	As per notification to commence classes by SPPU for regular classes	Timetable Committee	Dr. Pradip Tambe, Dr. Revati Naik and Dr. Bhagwan Gawali
21	Commencement of 1 <sup>st</sup> B.A. LL.B. Class	After the allotment by CET and admission procedure	Notice for commencement of classes and classroom arrangement	Class Teacher



22	Commencement of 1 <sup>st</sup> LL.B. Class	After the allotment by CET and admission procedure	Notice for commencement of classes and classroom arrangement	Class Teacher
23	Parent-Teachers meeting of all classes	Within one month from the Commencement of the Lectures	Notice-Meeting-Feedback-Report	Class Teacher of the respective classes
24	Mentor-Mentee Meeting	Within one month from the Commencement of the Lectures	Notice-Meeting-Feedback-Report	Class Teacher of the respective classes
25	Defaulter's List and Action	After each month from the commencement of Lectures	Notice-Display of List-Report of Action Taken-	Class Teacher
26	Collection of Teaching Feedback of each subject and Report	After 15 days from the commencement of the Lectures	Distribution of Feedback-Collection -Report	Class Teacher
27	Internal examination of LL.B 2 <sup>nd</sup> & BA.LL.B 2 <sup>nd</sup> year	After one month of the commencement of lectures	Notice-Mode and Conduct of Internal Examination-Preparation of Mark list	Examination Department
28	Compulsory Field Visit (ADR & Other Subjects)	After one month of the commencement of lectures	Notice-Field Visit- Report	NSS, Legal Aid Cell and Class Teachers (please refer part B)
29	Revision lectures	After the completion of syllabus and before end of session	Notice-Attendance of the student-Report	Revision lectures
30	Remedial Lectures	After declaration of result for backlog students	Notice-Attendance of the student-Report	Remedial Lectures
31	Semester End Examination	As per the Circular by SPPU	Notice-Display of Timetable-Conduct of Examination Meeting-Report	Examination Committee



32	Result Analysis	After the declaration of result for each subject	Subject wise result analysis excluding Repeaters	Examination Department and class teachers
33	CET Preparation or Guidance Program	After the end of the session		Asst. Prof. Mayura Sabne



### Event Administration

**Please note:-** The person in-charge of event should maintain the file in the format specified by the IQAC. After completion of the event, detail report of the event/activity should be submitted to the IQAC within seven working days.

Sr. No.	Plan	Tentative Schedule	Action Plan	Faculty In-Charge
1	Induction Program for B.A.LL.B. 2 to 5 <sup>th</sup> and LL.B. 2 <sup>nd</sup> to 3 <sup>rd</sup> ,LL.M. 1 <sup>st</sup> and 2 <sup>nd</sup>	First week of the Commencement of Lectures	Motivational lecture should be arranged. Availability of guest should be ascertained. (Notice-Attendance-Feedback-Report)	Class teacher of respective class
2	How to avail the opportunities at international level A special lecture by an expert	First week of October, 2020	Motivational lecture should be arranged. Availability of guest should be ascertained (Notice –Attendance – Feedback –Report)	Mr. Pratik Salgar and Uroosa Sheikh
3	1 <sup>st</sup> B.A. LL.B. - welcome address and induction program	First week of the Commencement of Lectures	Motivational lecture should be arranged. Availability of guest should be ascertained.	Dr. Revati Naik & Class Teacher
4	1 <sup>st</sup> LL.B. - welcome address and induction program	First week of the Commencement of Lectures	Motivational lecture should be arranged. Availability of guest should be ascertained.	Dr. Revati Naik & Class Teacher
5	Inter college Moot Court competition	Within a month from the Commencement of Lectures	Judges will be invited for evaluating performance of students	Moot Court Association



6	Guest Lectures	As per requirement	UG and PG	To be arranged by subject teacher with previous approval by Principal
7	NSS Camp	As per SPPU Circular	Maximum student participation with more activities should be planned	Mr. Gajendra Dhamal
8	Independence Week	14 <sup>th</sup> -21 <sup>st</sup> August, 2021	Various activities such as lectures, cleanliness drive, quiz etc	Dr. Revati Naik and Mr. Gajendra Dhamal (NSS)
9	Blood Donation Camp as a part of Independence Week	14 <sup>th</sup> August, 2021	Maximum participation of students and faculties needs to be achieved	Mr. Gajendra Dhamal
10	Lecture series on Classical and Contemporary Social Theory: Understanding and Application	21 <sup>st</sup> September to 27 <sup>th</sup> September, 2021	Lecture series for first year students for giving them additional knowledge of sociology needs to be arranged	Dr. Renu Naidu
11	Online certified bridge course on corporate compliance	25 <sup>th</sup> and 26 <sup>th</sup> September, 2021	In collaboration with LEXSCHOOL PVT. LTD., HYDERABAD	Placement Cell
12	One day online workshop on developing positive approach towards personality development	9 <sup>th</sup> October, 2021	Program needs to be arranged for all students of SCLC	Placement Cell
13	ONLINE WORKSHOP ON RESUME WRITING	18 <sup>th</sup> October, 2021	Expert persons guidance regarding the topic to be organized	Placement Cell
14	Late. Shri Shankarrao Chavan Memorial	30 <sup>th</sup> October, 2021 (online mode)	High Court Judge will be invited for Inauguration	Dr. Vikas Bhatnagar



	State Level Elocution Competition-2021-22			
15	Workshop on Interdisciplinary Research Approaches and Methodology	22 <sup>nd</sup> to 24 <sup>th</sup> October, 2021	Workshop in collaboration with Gujarat National Law University	Mr. Pratik Salgar and Uroosa Sheikh
16	Workshop by Family Counselling Centre	1 <sup>st</sup> October, 2021	Relevant topic for guidance of students should be identified, resource persons needs to be identified in consultation with panel of family counseling centre	Family Counselling Centre
17	Webinar on Animal Rights	3 <sup>rd</sup> / 4 <sup>th</sup> October 2021	Resource person to be identified and proper records to be maintained	Legal Aid Centre Dr. Ashwini Ingole Dr. Sudhir Tarote
18	Symposium on Law and Music in Collaboration with Centre for Performing arts, Lalit Kala Kendra, Gurukul, SPPU Pune		Resource person to be identified and proper records to be maintained	Mr. Pratik Salgar
19	Online certificate course on court procedures & procedural drafting	10 <sup>th</sup> November to 23 <sup>rd</sup> November	Certificate course in collaboration with K.V. Legal Mumbai	Placement Cell
20	National Conference on Reproductive Rights of Women by Cell for Social Justice	November, 2021	Collaboration with institute of repute needs to be tried and resource persons need to be identified	Dr. Revati Naik
21	Alumni Meet	November, 2021	Adequate participation of alumni needs to be achieved	Alumni Cell
22	International Conference by Centre	December, 2021	International collaboration needs to be worked out and	Dr. Bhagwan Gawali



	for Criminal Justice Administration on the topic of police reforms		maximum participation of students and faculties should be achieved	
23	Online workshop on communication skills	20 <sup>th</sup> to 22 <sup>nd</sup> December, 2021	In collaboration with swasti institute for learning & development pvt. Ltd.	Placement Cell
24	Days Celebration			
25	World Environment Day	05/06/2021		Dr. Bhagwan Gavali
	International Yoga day	21/06/2021		Asst. Prof. Gajendra Dhamal
	Gurupournima	23/07/2021		
	Independence Day	15/08/2021		Dr. Revati Naik
	Teachers Day	05/09/2021		Mrs. Krushna Badade
	Gandhi Jayanti	02/10/2021		Asst. Prof. Gajendra Dhamal
	World Mental Health Day	09/10/2021		Asst. Prof. Mayura Sabne
	<b>National Coming Out Day (NCOD)</b>	11/10/20		Dr. Renu Naidu
	National Cancer Awareness Day	07/11/2021		Dr. Ashwini Ingole
	Legal Services Day	09/11/2021		Dr. Ashwini Ingole
Constitution Day	26/11/2021	Symposium	Dr. Bhagwan Gavali	



**Commencement of Second Term**

	Educational Visits (Prison visit, High Court visit etc)	Within a month from the commencement of lectures	Finalization of place and transport arrangements should be made in advance	Respective Faculties
		All visits are subject to the governmental restrictions pertaining to Covid- 19		
	Visits to N.G.O			Dr. Renu Naidu
26	Visit to Family Court			Dr. Vikas Bhatnagar
	Visit to Jail			Dr. Ashwini Ingole
	Visit to Registration Office			Mrs. Krushna Badade
	Visit to Consumer Court			Dr. Pradip Tambe
	Visit to Labour Court			Mr. Gajendra Dhamal
	Visit to NGT			Mr. Gajendra Dhamal
	Visit to Police station			Mrs. Mayura Sabne



	Visit to Forensic Lab			Asst Prof Sourabh Ubale
27	Human Rights Week Celebration & One day National seminar on the occasion of Human rights	Around 10 <sup>th</sup> December, 2021	Various Activities will be conducted throughout the week	Human Rights Cell
28	National HR Conclave	7 <sup>th</sup> 8 <sup>th</sup> and 9 <sup>th</sup> January 2021	The event to boost the placement of final year and build the network for placements and internships should be arranged	Placement Cell
29	International Conference on	22 <sup>nd</sup> January 2022	International Collaboration	Mr. Sourabh Ubale
30	Publication of Journal of SCLC	22 <sup>nd</sup> January 2022	Quality articles from scholars need to be included	Mr. Sourabh Ubale
31	Client Counseling Exercise	January, 2022	Guidance session from expert lawyers to be conducted	Client Counseling Exercise
32	Online skill development course of English language	1 <sup>st</sup> to 20 <sup>th</sup> February, 2022	Special focus on the sharpening the skills pertaining to English language	Placement Cell
33	Annual Cultural Event	February 2022	Various activities and events to be planned and organized	Dr. Vikas Bhatnagar
34	Legal Aid Camp	February 2022	Camp needs to be organized so as to confer maximum benefit on villagers and students	Legal Aid Camp



35	Legal Aid Camps throughout the year	Throughout the year	Legal aid camp at various establishments such as schools, NGOs, Orphanage and old age homes to be arranged	By each faculty
36	Late Shri Shankarrao Chavan Death Anniversary	26 <sup>th</sup> Feb. 2022	Guest Lecture to be organized	Dr. Bhagwan Gawali and Sourabh Ubale
37	'Cherishing the legacy of Justice P.B. Sawant'	16 <sup>th</sup> to 20 <sup>th</sup> February, 2022	Grand event with various activities to be arranged	Respective faculties
	Justice P.B. Sawant Memorial Lecture and inauguration of Centre for Constitutional studies	16 <sup>th</sup> February, 2022	Resource person needs to be contacted and other arrangements to be done	Dr. Bhagwan Gawali
	Justice P. B. Sawant National Moot Court Competition 2021	19 <sup>th</sup> and 20 <sup>th</sup> February 2022	Sitting or former Supreme Court judge should be invited for inaugural and valedictory Program	Dr. Pradip Tambe
	Legislation Drafting Competition	17 <sup>th</sup> February, 2022	High Court Judge will be invited	Dr. Sudhir Tarote and Sourabh Ubale
	Publication of journal of SCLC	16 <sup>th</sup> February	Publication to be done in the memorial lecture	Mr. Sourabh Ubale
38	National Seminar on Health laws by centre for Public Health Laws	February 2022	Resource person needs to be contacted and other arrangements to be done. Record to be Maintained.	Dr. Pradip Tambe



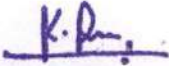
39	Alumni Meet	March 2022	Alumni from all batches should be invited and grand event should be organized	Alumni Cell
40	One day certified online workshop on contract management & review	5 <sup>th</sup> March	In collaboration with lexschool pvt. Ltd., pune	Placement Cell
41	International Conference on Seven Decades of parliamentary democracy by PG Department	March, 2022	International collaboration and eminent resources to be arranged	Dr. Bhagwan Gawali
42	Online certified course on decoding corporate & real estate drafting	16 <sup>th</sup> March to 16 <sup>th</sup> April, 2022	In collaboration with the Pragmatic legal courses, Mumbai	Placement Cell
43	International Conference on "Responsibilities and Commitments of stakeholders in Legal Aid"	April	International collaboration with Law Campus, Istanbul and other things to be worked out.	Dr. Ashwini Ingole Dr. Sudhir Tarote and Legal Aid Centre
44	National Seminar on Transforming Dimensions of IPR in Digital Age	26 <sup>th</sup> April 2022	Resource person needs to be contacted and Maximum participation needs to be attempted	IPR Cell
45	Information Brochure	Before beginning of the next academic year 2022-23		Dr. Ashwini Ingole
46	Days Celebration			



47	Human Rights Day	10/12/2021		Dr. Bhagwan Gavali and Dr. Revati Naik
	National Consumer Rights Day	24/12/2021		Asst. Prof. Krushna Badade
	Republic day	26/01/2022		
	Youth Day	12/01/2022		Asst. Prof. Sourabh Ubale
	World Braille Day	World Braille Day		Dr. Renu Naidu
	Chatrapati Shivaji Maharaj Jayanti	19/02/2022		
	Shankarrao Chavan Death anniversary	26/02/2022		Dr. Vikas Bhatnagar
	International Women's Day	08/03/2022	Online posh training for girl students and women employees to be arranged	Asst. Prof. Mayura Sabne
	World Intellectual Property Day	26/04/2022		Asst. Prof. Krushna Badade
	World No Tobacco day	31/05/2022		Asst. Prof. Mayura Sabne



5. To arrange introductory lectures of minimum two optional subjects available, prepare list of optional subjects of the class & accordingly co-ordinate. Optional subjects lecture should start within 20 days from the commencement of the session.
6. Result Analysis of all the subjects of the class along with subject teachers after semester & Annual examinations & submit it to IQAC department
7. Monitoring of lectures. (It is expected that lecturer should start the lecture in time and end in time. (In-charge faculty will monitor the timings of visiting faculty.)
8. Request for extra lectures- In case any faculty needs extra lectures then permission should be taken from in-charge faculty.
9. To arrange remedial lectures for the class
10. To act as informal mentor of the class
11. To maintain attendance record of the class & prepare defaulters list.
12. Encourage & motivate students for regular attending class
13. There should not be alterations in given time table without prior consultation.



**Dr. Kranti Deshmukh,**

**Principal, SCLC**

