




Shree Rahul Education Society's (Regd.)
SHREE L. R. TIWARI
DEGREE COLLEGE
OF ARTS, COMMERCE & SCIENCE
(Approved by Government of Maharashtra &
Affiliated to University of Mumbai)
College Code : 1064

Action Taken Report for the 1st IQAC Meeting for the AY 2021-22

Sr. No.	Agenda	Action taken
1	To form a committee comprising representatives from different departments	A committee was formed including representatives from different departments to ensure comprehensive decision-making and implementation.
2	To propose a well-structured academic calendar	Circulated the approved academic calendar among all stakeholders.
3	To prepare a standard format for lesson plans to be followed by faculty members	Shared the finalized lesson plan format with faculty members.
4	To discuss the possibility of introducing add-on courses or certificate courses	Prepared the research and design the content for add-on courses / certificate courses for approval
5	To conduct lectures through Online Mode and maintain Record of Attendance	Coordinated online lectures and to maintain attendance records during online sessions
6	To initiate remedial classes for those appearing in ATKT exams	Organized and monitored the remedial classes for students appearing in ATKT papers.
7	To discuss about the benefits of certificate courses	Finalized the list of certificate courses and explored affiliations with professional organizations.
8	To address workload distribution among faculty members	Reviewed and made necessary adjustments to draft proposal on workload distribution
9	To propose the organization of webinars on relevant and timely topics to engage students and faculty during lockdown.	Planned and coordinated the webinar series during the lockdown


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