



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

Ref. No: SLRTDC /IQAC/18-19 / 02

Date: 29<sup>th</sup> Nov 2018

**Notice of 2<sup>nd</sup> IQAC Meeting**

The Internal Quality Assurance Cell (IQAC) meeting will be scheduled on 15<sup>th</sup> December, 2018 at 11.00 am in the Board Room. All the IQAC members are requested to be present for the meeting.

**Agenda for the Meeting**

1. To read and confirm the minutes of the previous meeting.
2. To report about the progress, challenges and achievements of respective committees.
3. To discuss the benefits of add-on courses or certificate courses and to explore the advantages and benefits of incorporating such courses into the curriculum.
4. To present and deliberate upon the feedback received from students, faculty, and other stakeholders.
5. To engage in a discussion on the importance and requirement of defining course outcomes and program outcomes.
6. Any other matter with the permission of chair.

**CS. Sushama Anuj Yadav**  
IQAC Co-ordinator  
IQAC Coordinator  
Shree L. R. Tiwari Degree College of Arts, Comm. & Sci.  
Kanakiya Park, Mira Road (E).  
Dist. Thane - 401107, Maharashtra



**Dr. Chetana Shah**  
I/D/Principal  
Shree L. R. Tiwari Degree College of Arts, Comm. & Sci.  
Kanakiya Park, Mira Road (East).  
Dist. Thane - 401107, Maharashtra



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# SHREE L. R. TIWARI DEGREE COLLEGE

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Date: 15<sup>th</sup> December 2018

## Minutes of Meeting of Internal Quality Assurance Committee (IQAC)

The second Internal Quality Assurance Committee meeting was held on 15<sup>th</sup> December 2018 in the Degree Staffroom at 12 noon under the Chairmanship of Shri Rahul Tiwariji, Secretary – Rahul Education.

### The following members were present for the IQAC meeting:

Sr. No	Designation	Name of the Members
1	Management	Shri. Rahul Tiwari
2	Chairperson	Dr. Chetna Shah
3	Co-ordinator	CS. Sushma Anuj Yadav
4	Teacher / Member	Mr. Dharmendra Chaudhary
5	Teacher / Member	Asst. Prof. Kshitj Jha
6	Teacher / Member	Asst. Prof. Dr. Shital Pal
7	Teacher / Member	Asst. Prof. Lubina Gonsalves
8	Local Society Member	Dr. Narayan Iyer (IDF)
9	Local Society Member (Educationist)	Dr. Maushami Datta
10	Student Representative (President- Student Council)	Mr. Zek furtado
11	Researcher	Dr. Anju Arya – IQAC coordinator (SLRTCE)
12	Industrialists	Mr. Umesh Tiwari
13	Stakeholders (Parent)	Mrs. Madhu Chauhan
14	Senior Administrative Member	Mr. Nitin Jadhav

### The following member were marked absent for the meeting:

1. Asst. Prof. Ankita Naik - Member
2. Mrs. Sheetal Dhotre - librarian

POD: Point of Discussion



DOD : Details of Discussion

**Agenda 1:**

**POD 1: To read and confirm the minutes of the previous meeting.**

DOD 1: The minutes of the previous meeting dated 15<sup>th</sup> September, 2018 were read and confirmed the same. The ATR were discussed and member's suggestions on the same were considered.

**Agenda 2:**

**POD 1: To report about the progress, challenges and achievements of respective committees**

DOD 1: IQAC proposed departmental and committee activities to be conducted and provided updates on their ongoing activities. Each member reported progress, challenges, and achievements in their respective areas of responsibility. Any issues requiring immediate attention were discussed, and necessary actions were determined.

Committee members were assigned specific tasks to address the identified issues, with deadlines assigned accordingly.

**Agenda 3:**

**POD 1: To discuss the benefits of add-on courses or certificate courses and to explore the advantages and benefits of incorporating such courses into the curriculum.**

DOD 1: The discussion centred on the introduction of add-on courses or certificate courses.

The potential benefits of offering additional courses to enhance students' skill sets were highlighted. IQAC proposed that add-on courses be organised for the benefits of the students.

DOD 2: Possible areas for add-on courses, such as entrepreneurship, digital marketing, or data analysis, were discussed.

**Agenda 4:**

**POD 1: To present and deliberate upon the feedback received from students, faculty, and other stakeholders.**

DOD 1: IQAC initiates to take feedback from students, faculty, and other stakeholders. Parameters were identified was presented and discussed. It was discussed that Feedback will be taken for curriculum and infrastructure. Each suggestion received from stakeholders thoroughly will be analysed and evaluated for feasibility.

**Agenda 5:**

**POD 1: To engage in a discussion on the importance and requirement of defining course outcomes and program outcomes.**

POD: Point of Discussion



DOD : Details of Discussion

**DOD 1:** The importance of aligning outcome based education was emphasized. The committee discussed the need to ensure that outcomes should be identified.

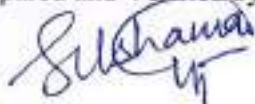
**DOD 2:** IQAC suggested highlighting the outcomes of all departments. The outcomes will be reviewed, and gap analysis will be considered.

**Key Highlights of the meeting:**

- Committee members assigned specific tasks to address identified issues.
- IQAC to conduct feasibility studies on proposed add-on courses.
- Feedback analysis team to categorize and prioritize suggestions and develop an action plan.
- IQAC to review and refine course outcomes.

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

Prepared and Verified by



**CS. Sushama Anuj Yadav**  
**IQAC Co-ordinator**

**IQAC Coordinator**

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Dist. Thane - 401107. Maharashtra

Confirmed by



**Dr. Chetana Shah**  
**IQAC Principal**

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Approved by



**Rahul Tiwari**  
**Secretary,**  
**Rahul Education**

