



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/20-21 / 02**

**Date: 5<sup>th</sup> Dec 2020**

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

The IQAC meeting has been scheduled for December 12, 2020, at 11:00 am in the Board Room. We cordially invite all members of the IQAC to join us for this event.

**Agenda for the Meeting**

1. To read and confirm the minutes of the previous meeting.
2. To implement conduction of online examinations in light of changing circumstances and advancements in technology.
3. To discuss and design certificate course that aligns with the institution's vision
4. To suggest curricular and co-curricular activities online to enhance the learning experience for our students and ensure the continuity of education, even in virtual environments.
5. To discuss about budget allocation for each department to plan and execute their respective online activities
6. Any other matter with the permission of chair.

**Asst. Prof. Daksha Chaudhary**  
IQAC Co-ordinator  
IQAC Coordinator  
Shree L. R. Tiwari Degree College of Arts, Comm. & Sci.  
Kanakiya Park, Mira Road (E).  
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**Dr. Sanjay Mishra**  
I/C Principal  
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Date: 12<sup>th</sup> December, 2020

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

The Internal Quality Assurance Committee meeting was held on 12<sup>th</sup> December, 2020 through a virtual platform under the Chairmanship of Shri Rahul Tiwariji, Secretary – Rahul Education.

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

Sr. No	Designation	Names of the Member
1	Management	Shri. Utsav Tiwari
2	Chairperson	Dr. Sanjay Mishra
3	Co-ordinator	Asst. Prof. Daksha Chaudhary
4	Member	Asst. Prof. Sunil Vishwakarma
5	Member	Asst. Prof. Munira Sayyed
6	Member	Asst. Pof. Kshitij Jha
7	Member	Asst. Prof. Rashid Shaikh
8	Member	Librarian - Rajendra Sawant
9	Senior Administrative Officers	Mr. Nitin Jadhav (O.S)
10	Local Society Member	Lawyer Rajkumar Mishra
11	Local Society Member (Educationist)	Dr. Anju Arya - Principal Smt. K. L. Tiwari Degree College
12	Student (President)	Mr. Hemant Singh
13	One nominee from Employers	Mr. Krunal Koradiya - Marketing Head, GPS Advisors Pvt Ltd.
14	One nominee from Industrialists	Mr. Umesh Tiwari
15	One nominee from stakeholders (Parent)	Mrs. Sangeeta Sheth

POD: Point of Discussion



DOD : Details of Discussion

The following points were discussed in the meeting:

**Agenda 1.**

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

**POD 1: Review of Activity Online:**

**DOD 1:** The meeting started with a review of the online activities conducted in the past month. Dr. Deepti Sadvelkar presented a detailed report on the engagement, research, and feedback received from participants. The overall response was positive, and it was agreed to continue the current online activities while exploring new ways to enhance online engagement.

**Agenda 2.**

**POD 1: To implement conduction of online examinations in light of changing circumstances and advancements in technology:**

**DOD 1:** The committee discussed the feasibility of conducting examinations online. Mr. Rashid Sheikh proposed adopting a secure online examination platform to ensure the integrity and authenticity of the process. After considering the advantages and challenges, it was unanimously decided to conduct a pilot online examination for a small group to evaluate the effectiveness of the platform.

**Agenda 3.**

**POD 1: To discuss and design certificate course that aligns with the institution's vision:**

**DOD 1:** The possibility of offering a certificate course was discussed. The course coordinator presented a potential course outline and target audience. The committee appreciated the idea and emphasized the importance of designing a course that aligns with the institution's vision and meets the needs of the participants. Ms. Sangjukta Halder was assigned the responsibility of further developing the course details and seeking necessary approvals.

**Agenda 4.**

**POD 1: To suggest curricular and co-curricular activities online to enhance the learning experience for our students and ensure the continuity of education, even in virtual environments**

**DOD 1:** The committee deliberated on organizing curricular and co-curricular activities online, specifically focusing on cultural events and sports. It was suggested that virtual cultural events and sports competitions could provide students with opportunities for skill development and recreation. Ms. Sangjukta Halder and Zahid Sheikh volunteered to coordinate the virtual cultural events and sports activities, respectively.

**Agenda 5.**

**POD 1: To discuss about budget allocation for each department to plan and execute their respective online activities**

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POD: Point of Discussion



DOD : Details of Discussion

**DOD 1:** Each department representative shared ideas for organizing departmental activities online. These activities would aim to foster a sense of community and provide a platform for academic and personal development. The committee decided to allocate a specific budget for each department to plan and execute their respective online activities.

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

Prepared and Verified by

**Asst. Prof. Daksha Chaudhari**  
**IQAC Co-ordinator**  
**IQAC Coordinator**

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Confirmed by

**Dr. Sanjay Mishra**  
**HOD Principal**

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Approved by

**Utsav Tiwari**  
**COO,**  
**Rahul Education**

