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/21-22/ 04　　　　　　　　**Date: 24th March, 2022**

Notice of 4th IQAC Meeting

The IQAC (Internal Quality Assurance Cell) meeting is scheduled for April 8, 2022, at 11:00 am in the Board Room. We extend a warm invitation to all IQAC members to participate in this event.

Agenda for the Meeting

1. To read and confirm the minutes of the previous meeting.
2. To discuss and decide on training programs for preparation of NAAC by IQAC for students, teaching, and non-teaching staff.
3. To discuss and decide on the 360-degree performance appraisal system for teaching and non-teaching faculties.
4. To discuss on the Resources and Infrastructure requirement for addition of new courses.
5. To review Industry-Institute Interaction and Student Placement.
6. Any other matter with the permission of chair.

Dr. Deepti Sadvelkar
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. Sanjay Mishra
I/C Principal
I/C Principal
Shree L. R. Tiwari Degree College of Arts, Comm. & Sci.
Kanakia Park, Mira Road (East),
Dist. Thane - 401107. Maharashtra

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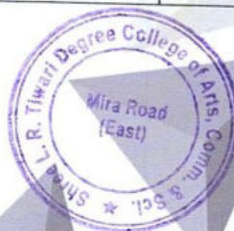
Date: 8th April, 2022

Minutes of Meeting of Internal Quality Assurance Committee (IQAC)

The Internal Quality Assurance Committee meeting was held on 8th April, 2022 under the Chairmanship of Shri Utsav Tiwari, COO – Rahul Education.

The following members were present for the meeting:

Sr. No	Designation	Name of the Members
1	Management	Shri. Utsav Tiwari
2	Chairperson	Dr. Sanjay Mishra
3	Co-ordinator	Dr. Deepti Sadvelkar
4	Co-Coordinator	Dr. Sonali Nandu
5	Member	Asst. Prof. Kshitij Jha
6	Member	Asst. Prof. Sunil Vishwakarma
7	Member	Asst. Prof. Neha Kulkarni
8	Member	Asst. Prof. Saee Sawant
9	Member	Librarian - Rajendra Sawant
10	Senior Administrative Officers	Mr. Nitin Jadhav (O.S)
11	Local Society Member	Dr. Narayan Iyer (IDF)
12	Local Society Member (Educationist)	Dr. Anju Arya - Principal Smt. K. L. Tiwari Degree College
13	Student (President)	Ms. Sweety Jha - TYBMS
14	One nominee from Employers	Mr. Krunal Koradiya - Marketing Head, GPS Advisors Pvt Ltd.
15	One nominee from Industrialists	Dr. N. N. Pandey
16	One nominee from stakeholders (Parent)	M. Abhay Daas
17	Alumni	Mr. Sahil Nalkande

POD: Point of Discussion

DOD : Details of Discussion

The following points were discussed in the meeting:

Agenda 1;

POD 1: Reading of the Minutes:

DOD : The meeting began with the reading of the minutes from the previous meeting. The Action Taken report was also being presented and discussed.The minutes were reviewed and approved by all attendees.

Agenda 2:

POD 1: To discuss and decide on training programs for preparation of NAAC by IQAC for students, teaching, and non-teaching staff

DOD 1:

The IQAC highlighted the significance of readiness for National Assessment and Accreditation Council (NAAC) evaluations. It was recommended to organize training initiatives aimed at increasing awareness among students, faculty, and non-teaching staff regarding NAAC criteria, documentation prerequisites, and quality assurance procedures. The IQAC will partner with the training and development cell to craft and administer these training programs.

Agenda 3:

POD 1: To discuss and decide on the 360-degree performance appraisal system for teaching and non-teaching faculties

DOD 1:

The IQAC deliberated on instituting an all-encompassing 360-degree performance evaluation system for both teaching and non-teaching staff members. There was a proposal to engage various stakeholders, encompassing students, colleagues, and supervisors, to ensure a comprehensive assessment. The IQAC has committed to collaborating closely with the Human Resources department to formulate the structure and protocols for this appraisal system.
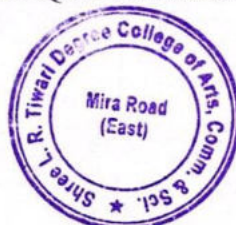
Agenda 4.

POD 1: To discuss on the Resources and Infrastructure requirement for addition of new courses

DOD 1:

The IQAC deliberated on the incorporation of fresh courses and the corresponding demands for resources and infrastructure. Faculty members and department leaders introduced their suggestions, underscoring the requirement for more faculty members, laboratory apparatus, library materials, and classroom spaces. The IQAC will conduct a more in-depth evaluation of

POD: Point of Discussion   DOD : Details of Discussion

the viability, financial considerations, and resource distribution for these newly proposed courses.

Agenda 5.

POD 1: To review Industry-Institute Interaction and Student Placement

DOD 1:

The IQAC appraised the current state of interactions between the institution and industries, as well as the activities related to student placement. During this assessment, the members explored the prevailing affiliations with industry collaborators, the execution of internships, and the organization of placement events.
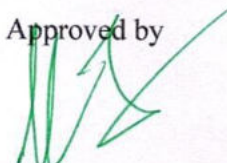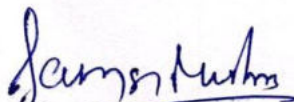
There was a proposal to elevate the connections between academia and industry, expand the schedule of guest lectures and workshops, and introduce career guidance and skill enhancement initiatives to enhance students' prospects in the job market. The IQAC will collaborate closely with the placement cell and industry liaison officers to reinforce and fortify the connection between the institution and industry partners.

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

Prepared and Verified by   Confirmed by   Approved by

Dr. Deepti Sadvelkar   **Dr. Sanjay Mishra**   **Utsav Tiwari**
IQAC Co-ordinator   **I/C Principal**   **COO,**
IQAC Coordinator   Shree L. R. Tiwari Degree College of Arts, Comm. & Sci.   **Rahul Education**
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