



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/23-24/04

Date: 10/04/2024

Notice of 4th IQAC Meeting for Academic Year 2023-24.

This is to inform all the members of IQAC Committee that the 4th IQAC meeting for the academic year 2023-2024 is scheduled to be held on **Thursday, 25th April 2024** at 10:00 am in board room. All the members are requested to kindly make it convenient to attend the meeting.

Agenda for the Meeting

1. To read and confirm the minutes of the previous meeting.
2. To review the Action Taken Report of the previous IQAC Meeting.
3. To discuss on Admission strategies for AY 2024-25.
4. To discuss and finalize on Annual budget for next academic year.
5. To make provisions for online Feedback from the next academic year.
6. To review the progress of college website.
7. To arrange FDP/workshop on NEP Orientation & Sensitization Programme for all faculties (ISCCR Sponsored).
8. To organize Annual Alumni Meet to strengthen the alumni association.
9. To review the progress of departmental/committee/cell and other files.
10. To review and revise the quality policy.
11. Any other matter with permission of the chair.

Dr. Deepti Sadvelkar

Dr. Deepti Sadvelkar

IQAC Coordinator

Shree L. R. Tiwari Degree College of Arts, Comm. & Sci.

Kanakiya Park, Mira Road (E).

Dist. Thane - 401107. Maharashtra



Dr. Sanjay Mishra

Dr. Sanjay Mishra

I/C Principal

Shree L. R. Tiwari Degree College of Arts, Comm. & Sci.

Kanakiya Park, Mira Road (East),

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College Code : 1064

Date: 26th April, 2024

Minutes of 4th Meeting of Internal Quality Assurance Committee (IQAC)

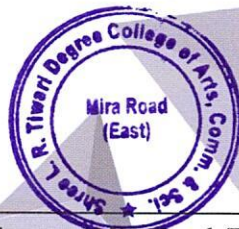
The Internal Quality Assurance Committee meeting was held on *Thursday*, 25th April 2024 at 10:00 am in the Board Room of RIS at 10:00 am.

The following members were present for the meeting:

Chairperson	Dr. Sanjay Mishra
Management Representative	Shri. Utsav Tiwari
Co-ordinator	Dr. Deepti Sadvelkar
NAAC Coordinator	Dr. Vaishali Kothiya
Co-Coordinator	Dr. Sonali Nandu
Member	Asst. Prof. Sae Sawant
Member	Asst. Prof. Kshitij Jha
Member	Asst. Prof. Sunil Vishwakarma
Member	Asst. Prof. Neha Kulkarni
Member	Asst. Prof. Moumita Nath
Member	Librarian - Rajendra Sawant
Senior Administrative Officers	Mr. Nitin Jadhav (O.S)
Local Society Member	Dr. Narayan Iyer (IDF)
Local Society Member (Educationist)	Dr. Anju Arya Principal Smt. K. L. Tiwari Degree College
Student (President)	Mr. Kazi Hamza
One nominee from Employers	Mr. Krunal Koradiya Marketing Head, GPS Advisors Pvt Ltd.
One nominee from Industrialists	Mr. Umesh Tiwari
One nominee from stakeholders (Parent)	Mrs. Sangeeta Sheth
Alumni	Mr. Sahil Nalkande

POD: Point of Discussion

DOD : Details of Discussion



The following agenda was discussed and decisions were taken in the meeting:

Agenda 01:

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

Dr. Sonali Nandu, the Co-coordinator of IQAC, read the agenda minutes of the previous meeting. The authority confirmed and approved the minutes.

Agenda 02:

POD 1: To review the Action Taken Report of the previous IQAC Meeting.

DOD 1: Dr. Deepti Sadvelkar, the IQAC Coordinator, presented and discussed the Action Taken Report from the previous IQAC Meeting through a PowerPoint presentation. The ATRs (Action Taken Reports) were subsequently approved by the members in attendance at the meeting.

Agenda 03:

POD 1: To discuss on Admission strategies for AY 2024-25.

DOD 1: The committee discussed various strategies to boost admissions for the Academic Year 2024-25. Key points included:

- Enhanced digital marketing campaigns targeting prospective students.
- Increased presence on social media platforms.
- Outreach programs to high schools and junior colleges.
- Alumni involvement in admission drives.
- Introduction of new scholarship programs to attract meritorious students.

Agenda 04:

POD 1: To discuss and finalise on Annual budget for next academic year.

DOD 1: The draft annual budget for the next academic year was presented at the meeting. The discussions focused on allocation for new academic programs, infrastructure upgrades, funding for research and development, budget for student activities and sports, budget for various events of respective departments and committees. The provision for faculty development was also discussed and the budget was approved with a few modifications suggested by the members.

Agenda 05:

POD 1: To make provisions for online Feedback from the next academic year.

DOD 1: It was agreed to extract online feedback through Google forms as it is convenient to gather opinions from students, faculty, parents and alumni

POD: Point of Discussion



DOD : Details of Discussion

DOD 2: Feedback related to teaching-learning, infrastructure, curriculum, etc to be collected. It was also suggested to collect respective department wise feedback and records to be maintained online.

Agenda 06:

POD 1: To review the progress of college website.

DOD 1: The website development team presented the current status of the college website redesign. Highlights included:

- New user-friendly interface.
- Improved navigation and search features.
- Integration of online admission and feedback systems.
- Updated content and visuals.

DOD 2: Suggestions for further improvement were noted by the website development team, Dr. Sanjay Mishra appreciated the team for their progress.

Agenda 07:

POD 1: To arrange FDP/workshop on NEP Orientation & Sensitization Programme for all faculties (ISCCR Sponsored).

DOD 1: Plans for conducting a Faculty Development Program (FDP) or workshop on NEP (National Education Policy) Orientation and Sensitization were discussed. The program will be sponsored by ISCCR.

DOD 2: Proposed dates and duration of the workshop were discussed along with the topics to be covered. The resource persons and speakers were finalized and the logistics and arrangements were decided upon.

DOD 3: Faculties and students to attend FDP programmes to upgrade their knowledge and skills. NEP Orientation and Sensitization Programme to be organized in College to impart thorough understanding of the concept of curriculum laid as per the New Education Policy 2020.

Agenda 08:

POD 1: To organise Annual Alumni Meet to strengthen the alumni association

DOD 1: Asst. Prof Sunil Vishwakarma suggested an Annual Alumni Meet to enhance alumni engagement and proposed strategies to strengthen the alumni network.

The members present at the meeting proposed date and venue after discussion and also suggested different activities and events to be organized. The invitation process and expected turnout were also considered.

POD: Point of Discussion

DOD : Details of Discussion



Agenda 09:

POD 1: To review the progress of departmental/committee/cell and other files.

DOD 1: The files related to different departments, committees, and cell were reviewed to ensure that the necessary documents are well furnished to be at par for assessment by NAAC.

DOD 2: Updates on their activities and progress shed light on the targets achieved, challenges faced and solutions implemented and the future plans and initiatives.

DOD 3: Dr. Sanjay Mishra appreciated the efforts made by various departments, committees, and cell. The IQAC members suggested further improvements where necessary. Mr. Utsav Tiwari proposed inter departmental audits to ensure quality work/ documentation is done within stipulated time frame before NAAC peer team visit.

Agenda 10:

POD 1: To review and revise the quality policy

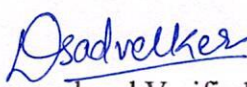
DOD 1: The current quality policy was reviewed in detail. Revisions were suggested to better align with institutional goals and standards. Key revisions included:

- Enhanced focus on research and innovation.
- Improved student support services.
- Greater emphasis on community engagement and social responsibility.

Agenda 11:

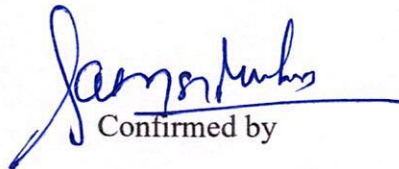
POD 1: Any other matter with permission of the chair.

DOD 1: There being no other matter to discuss, the meeting ended with the vote of thanks to the chair.


Prepared and Verified by

Dr. Deepti Sadvelkar
IQAC Coordinator

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Kanakiya Park, Mira Road (E).
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Confirmed by

Dr. Sanjay Mishra
IIC Principal

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Approved by

Mr. Utsav R Tiwari
COO, Rahul Educatio

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