## Action Taken Report for the 2nd IQAC Meeting for the AY 2025-26

| Sr. No. | Agendas | Action Taken |
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| 1 | To review and approve the Minutes and Action Taken Report (ATR) of the previous IQAC meeting. | Dr Akanksha Asar had read the Miinutes and Action Taken Report of previous IQAC meeting and all the members approved the same. |
| 2 | To monitor the implementation of the Academic Calendar and curriculum delivery. | • IQAC reviewed deviations in the Academic Calendar and sought justifications from concerned departments. The deviations were identified and events were regularised and aligned with academic requirements without affecting the overall teaching-learning process.<br>• Departments were also instructed to add newly proposed activities to the Academic Calendar and ensure timely communication and alignment with institutional goals. |
| 3 | To review progress on internal assessments, SWAYAM courses, and NEP-aligned modules. | In line with the recommendation made by Dr. Ashish Daptardar regarding the monitoring of the CIA pattern for Third Year (TY) students, the following actions were taken:<br>• The Third Year continued as a non-NEP batch, and as per the existing academic structure, students were required to appear for a compulsory **20-mark class test** and **5 marks allotted for activity/attendance**. These components were conducted systematically and continuously monitored by subject teachers and course coordinators. |

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Shree L. R. Tiwari Educational Campus, Mira Road – East, Thane-401 107, Maharashtra.
Tel.: 022 - 28120147 / 9372 • Email : slrtdc@rahuleducation.com • Website : www.rahuleducation.org

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| | | • In addition to the mandatory assessments, faculty members conducted supplementary academic activities to enhance student learning and ensure continuous internal evaluation.<br><br>• All assessment-related activities—including attendance records, CIA components, and academic tasks—were maintained and reviewed regularly by the respective subject teachers and course coordinators to ensure transparency and effective CIA implementation.<br><br>**SWAYAM Courses – Enrollment & Participation**<br><br>• **Total Student Enrollment:** 443<br><br>• **Total Student Registration:** 93<br>Fifteen students received certificates<br><br>• **Total Faculty Enrollment:** 13<br><br>• **Total Faculty Registration:** 6<br>Five teachers received certificates |
| 4 | To evaluate student participation in curricular, co-curricular, and extension activities (community engagement and outreach) | • Project-Based Learning was implemented by subject teachers during lectures to apply theoretical concepts, making sessions more practical and activity-based in alignment with NEP guidelines.<br><br>• A "Peer Mentoring" initiative was launched to destigmatize remedial support, through remedial and revision lectures conducted for slow learners and ATKT students.<br><br>• Various seminars were organized by different committees and departments, including guidance sessions on CMA and |

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| | | training sessions by the TNS Foundation on transitioning from campus to corporate life.<br><br>• A dedicated "Library Hour" was allotted in the weekly timetable, enabling students to access reference books both online and offline, along with computers specifically reserved for their use.<br><br>• Academic Credits were introduced as per NEP for completing 60+ hours of community service under the National Service Scheme (NSS) and the Department of Lifelong Learning and Extension (DLLE).<br><br>• Students actively participated in community-based activities such as the Beach Clean-Up Drive, Swachhata Rally in association with MBMC, and seminars on Health and Hygiene conducted by the WDC, among others. |
| 5 | To review the status and effectiveness of ERP and LMS integration for academic and administrative processes. | • The process to upgrade and strengthen the LMS was initiated with a focus on enhancing the Student Portal.<br><br>• Coordination was undertaken with the ERP vendor to plan user-friendly interface improvements and technical upgrades.<br><br>• The integration of additional academic monitoring tools was begun to support curriculum delivery and improve student engagement.<br><br>• Training and orientation sessions for faculty was scheduled to ensure effective use of the updated LMS features.<br><br>• A review mechanism was established to |

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| | | continuously monitor LMS performance and address issues promptly. |
| 6 | To initiate and monitor activities related to research & publication | • Registered **16 student research teams** for **Mumbai University Avishkar Research Convention 2024–25**, all of which completed the **official submission and participation process.**<br><br>• Facilitated student participation in innovation-driven platforms by registering:<br>1. **4 teams registered and participated** in ***Hackathon***<br>2. **5 teams registered 3 were finalised** for ***Statathon***<br>3. **1 team of 20** students participated for ***ECELL.***<br>• Strengthened the **Research Committee and Research & Development Committee** by **adding 5 new faculty members**, ensuring wider participation, fresh perspectives, and shared responsibility.<br><br>• 8 teachers participated in various FDPS, STP (Short Term Program), Refresher Course, seminars, webinars, etc in the first half of the academic year 2025-26.<br><br>• Encouraged and supported 35 **student research publications**, resulting in student research papers being **published as book chapters** in *"Brains Breakthroughs: Research Compendium"* with an **ISBN number 978-93-49982-98-7** |
| 7 | To review faculty participation in Faculty Development Programs (FDPs), workshops, and academic conferences. | • Details of faculty participation in Faculty Development Programs (FDPs), workshops, and academic conferences is collected from teachers and data is maintained & verified in internal audit reports of respective |

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| | | Departments and Committees. |
| 8 | To review the Action Plan for the recommendations given in Academic and Administrative Audit (AAA). | • Departments are conducting activities in collaboration with other departments, Committees, Clubs and Cells to avoid duplication of efforts.<br>• Faculty members are encouraged to complete at least one short-term course/FDP.<br>• E-Cell activities are merged with IIC calendar activities for resource optimization.<br>• Departments have initiated conducting collaborative events annually under MoUs.<br>• Entrepreneurial alumni were invited in the past and are planning to continue such more guidance sessions during the upcoming alumni meets.<br>• The departments have initiated actions toward conducting at least one extension activity annually. Activities undertaken include a Republic Day Quiz by the BAMMC Department, an Awareness Session on Safe Banking Practices for senior citizens and Class IV employees by the BBI Department, and the celebration of International Yoga Day by the B.Com Department. |
| 9 | To present progress on MoUs, collaborations, and industry-academia interface | • As discussed in meeting by Principal **Dr. Sanjay Mishra** regarding the progress of ongoing MoUs and the successful completion of the VFX program under the FramesNPixels collaboration, the college has documented this activity as an outcome under the respective MoU, which is in process for student-oriented skill sessions with the same collaborator<br>• Based on the committee's suggestion to focus on meaningful MoUs, and discontinue non-functional ones, |

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| | | • The Departments were instructed by IQAC to updates on their active engagement under each MoU |
| 10 | To identify and recommend areas requiring improvement in infrastructure and IT facilities | • The central facility of 120 new PCs [30 in Lab 305, 30 in Lab 306, and 60 in Lab 502] was shared with other HEIs within the campus, which significantly enhanced academic delivery and practical sessions.<br>• The IT Lab timings allotted to the Degree College (7:10 am–10:15 am) and the Engineering College (10:15 am–5:00 pm) were strictly adhered to as per the semester lab timetables.<br>• The implementation of firewalls and the blocking of USB ports for enhanced cybersecurity within the labs was planned and is under process.<br>• As a security measure, weekly/ fortnightly CCTV footage of the campus was retained.<br>• To support academic productivity, the proposal for licensed Microsoft software and other essential licensed applications was put into progress.<br>• Utilization of existing library resources increased, with a noticeable rise in student footfall. The Reading Week, organized by the Library and Literary Committee in collaboration with the Magazine and Newsletter Committee, further encouraged students and faculty to engage with library resources through interactive sessions on effective library usage. |
| 11 | To review and approve research papers/proposals for subsequent action. | • The committee examined each research paper title and proposal in detail, emphasizing the need for faculty to pursue high-quality research that reflects academic rigor and institutional priorities. |



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| | | • The importance of publishing in reputed journals—particularly those with ISBN/ISSN numbers and Scopus indexing—was highlighted.<br>• The need for timely submission of proposals to funding agencies and conferences was discussed, along with the value of innovation, interdisciplinary approaches, and maintaining research integrity.<br>• The committee affirmed its commitment to promoting quality research and encouraged faculty to target reputed, peer-reviewed, and indexed journals.<br>• Faculty were advised to align their research topics with institutional thrust areas and research priorities, and to adhere to designated timelines for submitting proposals for seminars, conferences, and funding bodies.<br>• Selected research papers and proposals were approved for necessary further action, including submission and presentation. |
| 12 | To discuss any other matter with the permission of the Chair. | • As per NAAC recommendation, the notice for internal exam revaluation is shared amongst the students.<br>• As per the enquiry by Dr. Ashish Daptardar regarding bus and railway concessions, it was informed that the concessions have already been provided to the students and it is in ongoing process. |

Dr Vaishali Kothiya
IQAC Coordinator

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

Shree L. R. Tiwari Degree College of Arts, Comm. & Sci. Mira Road (East)