Shree Rahul Education Society's (Regd.)
SHREE L. R. TIWARI DEGREE COLLEGE
(Arts | Commerce | Science)
UGC Recognition under sec 2(f) of the UGC Act 1956 |
Approved by Government of Maharashtra |
NAAC Accredited with CGPA-3.14 Grade "A" (1st Cycle) |
Affiliated to University of Mumbai |
College Code -1064 | ISO Certified 9001:2015 |
Hindi Linguistic Minority institution

Education For All

Ref. No: SLRTDC/IQAC/25-26/04 **Date: 04/04/2026**

Notice of 4th IQAC Meeting for Academic Year 2025-26

This is to inform all the members of the Internal Quality Assurance Cell (IQAC) that the 4th meeting for the Academic Year 2025-2026 is scheduled to be held on Friday 17th April 2026 **at 10:00 am** in the Board Room. All the members are requested to kindly make it convenient to attend the meeting.

Agendas for the Meeting:

1. To review and approve the Minutes and Action Taken Report (ATR) of the previous IQAC meeting.
2. To present the consolidated Internal Audit report for review.
3. To review IQAC documentation, department and Committee wise documentations, and digital records for completeness.
4. To recommend infrastructure development plans, and teaching & non-teaching staff requirements for Academic year 2026-27 for approval in the CDC meeting.
5. To compile and recommend awards and recognitions for student and faculty excellence in the fields of cultural, sports, co-curriculum & research.
6. To present the draft Academic Calendar for the next Academic year 2026-27.
7. To discuss on the submission of annual reports by various departments and committees.
8. To review and approve research papers/proposals for subsequent action.
9. To discuss any other matter with the permission of the Chair.

Dr. Akanksha Asar
IQAC Co ordinator
IQAC Coordinator
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Kanakiya Park, Mira Road (E).
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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

Date: 18th April, 2026

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

The 4th Internal Quality Assurance Committee meeting was held on Friday 17th April, 2026 at 10:00 am in the Board room of Shree L R Tiwari Educational Campus to discuss and decide on the agendas.

The following members were present for the meeting:

Sr. No.	Designation	Name of the Members
1.	Chairperson	Dr. Sanjay Mishra
2.	REI IQAC Co-ordinator	Dr. Vaishali Kothiya
3.	IQAC Co-ordinator	Dr. Akanksha Asar
4.	Member	Dr. Saee Sawant
5.	Member	Dr. Sonali Nandu
6.	Member	Dr. Nusrat Chaudhary
7.	Member	Asst. Prof. Kshitij Jha
8.	Member	Asst. Prof. Neha Kulkarni
9.	Member	Asst. Prof. Rambhavan Yadav
10.	Member	Asst. Prof. Moumita Nath
11.	Senior Administrative Officers	Mr. Nitin Jadhav(O.S)
12.	Local Society Member	Dr. Narayan Iyer (IDF)
13.	Head-Academic & Administration, Rahul Education	Dr. Ashish Daptardar
14.	Student (President)	Ms. Bhoomi Dharia (President)

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The following members were absent at the meeting:

Sr. No.	Designation	Name of the Members
1	Management Representative	Shri. Utsav Tiwari
2	Member	Librarian Mrs. Sulochana Desai
3	Alumni	Ms. Prajakta Mishra
4	One nominee from Industrialists & Employer	Mr. Gaurav Jha

The meeting commenced with a welcome address by the I/C Principal, Dr. Sanjay Mishra, who welcomed all the members present. He asked Dr. Akanksha Asar (IQAC Coordinator) to proceed with the agenda for the day.

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

Agenda 1:
POD 1: To review and approve the minutes and Action Taken Report (ATR) of the previous IQAC meeting.

DOD 1: All the members present unanimously approved the minutes of the previous meeting, which had been circulated earlier via email for their review and suggestions.

Dr. Akanksha Asar presented the Action Taken Report (ATR) of the previous IQAC meeting held on Tuesday, 16th December 2025. The committee reviewed the ATR comprehensively, expressed satisfaction with the actions implemented, and unanimously confirmed and approved the same through a show of hands.

DOD 2: The Committee reviewed the Action Taken Report (ATR) and recorded the following observations and action points:

- The ATR should clearly present quantitative data along with measurable outcomes.
- The I/C Principal highlighted the completion status of ONOS registration for the library.
- It was noted that five faculty members have successfully completed SWAYAM courses and received certification.
- The ATR should incorporate a graphical representation highlighting the performance and success rate of students who appeared for the ATKT examinations.
- The details of Parent-Teacher Meetings (PTMs) conducted during the academic year should be included.
- Details regarding the number of Faculty Development Programme (FDP) certificates obtained by faculty members should be provided.



- The report should mention the number of faculty members who participated in seminars and workshops.
- Information related to Faculty Improvement Programme (FIP) should be incorporated.

Agenda 2:
POD 1: To present the consolidated Internal Audit report for review

DOD 1: The consolidated Internal Audit Report was presented for review and discussion. During the deliberations, the I/C Principal highlighted certain issues pertaining to bifurcations in the ERP system, and informed the members that the concerned technical team had been contacted to resolve the matter.
Dr.Ashish Daptardar suggested convening a meeting with the Head Office to effectively address ERP-related issues. It was further informed by Office Superintendent Mr. Nitin Jadhav that a new ERP system will be implemented from the academic year 2026-27, and necessary preparatory actions are currently underway.

Agenda 3:
POD 1: To review IQAC documentation, Department and Committee-wise documentations and digital records for completeness.

DOD 1: Dr. Vaishali Kothiya (HEI IQAC Co-ordinator) and Dr. Akanksha Asar presented the Annual Audit Completion Report for various departments and committees. It was reported that approximately 80–85% of the documentation and digital record work has been completed.

DOD 2: Dr. Daptardar recommended that the outcomes of the Annual Audit Report should be presented in a structured data format, including tables, charts, and graphs, for better clarity. He also suggested preparing a concise and summarized version of the audit report, clearly indicating the percentage of work completed by each department and committee to facilitate easier understanding.

Agenda 4:
POD 1: To recommend infrastructure development plans, and teaching & non-teaching staff requirements for Academic year 2026-27 for approval in the CDC meeting.

DOD 1: The requirements for teaching and non-teaching staff for the academic year 2026–27, as presented by the IQAC, were discussed. It was recommended by the Principal that the same be reviewed and approved by the Management after due consideration.

DOD 2: Dr. Ashish Daptardar recommended that each IT laboratory should be equipped with printers and scanners. He further suggested the installation of a dedicated all-in-one printer-scanner- photocopy machine in the Principal's Office for administrative convenience.

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Agenda 5:
POD 1: To compile and recommend awards and recognitions for student and faculty excellence in the fields of cultural, sports, co-curriculum & research.

DOD 1: Dr. Narayan Iyer congratulated the students for their commendable achievements during the academic year 2025–26 in the areas of cultural activities, sports, co-curricular engagements, and research. Dr. Daptardar also praised the laudable achievements of the students.

DOD 2: During the meeting, Dr. Akanksha Asar proposed the recognition of faculty members as well in various categories for their excellence in cultural, sports, co-curricular, and research domains. Dr. Daptardar appreciated the thought but also emphasized that the selection of the winners should be done very carefully to avoid any biasness.

Agenda 6:
POD 1: To present the draft Academic Calendar for the next Academic year 2026-27

DOD 1: It was reported by IQAC that the Academic Calendar is ready for AY 2026-27 and awaiting University of Mumbai term arrangement to finalize the same.

DOD 2: The matter was discussed and unanimously decided that the draft Academic Calendar for the academic year 2026–27 to be presented in the first IQAC meeting of the upcoming academic year.

Agenda 7:
POD 1: To discuss on the submission of annual reports by various Departments and Committees

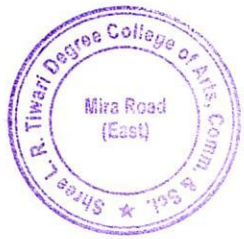
DOD 1: Since 85% of the audit work for the Department and Committees has been completed, the I/C Principal has extended the deadline to complete the remaining work on or before 25 April 2026.

Agenda 8:
POD 1: To review and approve research papers/proposals for subsequent action.

DOD 1: Research Policy along with other policy documents have been prepared and forwarded further for review.

DOD 2: Additionally, Dr. Ashish Daptardar suggested that faculty may submit research abstracts instead of full-length papers. He further suggested optimal utilization of the sanctioned budget for research activities.

DOD 3: Dr. Narayan Iyer informed that he has already shared a few academic and publication-related contacts with Dr. Vaishali Kothiya and will continue to provide additional connections to



facilitate publication opportunities, thereby benefiting both the students and the institution as a whole.

Agenda 9:
POD 1: To discuss any other matter with the permission of the Chair.

DOD 1: With the permission of the Chair, the following matters were discussed and noted:

- It was observed that the library has an insufficient number of textbooks, which limits access for a large number of students and affects their exam preparation. It was therefore recommended to procure an adequate number of books.
- A meeting will be conducted with the Library and Literary Committee in the coming week to review the utilization of textbooks and reference materials by students. A detailed report will be submitted to the Management.
- Delay in journal subscriptions was noted, leading to a loss of access. A comprehensive list of journals along with their subscription start dates will be submitted to Dr. Ashish Daptardar to facilitate timely action and resolution.
- It was proposed to organize Faculty Development Programmes (FDPs) and training sessions focusing on motivation and communication enrichment in the next academic year. During the meeting, the I/C Principal and Dr. Ashish Daptardar suggested that all HEI Principals may have a meeting to plan and schedule FDPs and Conferences for the betterment of the faculties.. Additionally, the need for Excel and Advanced Excel training for both teaching and non-teaching staff was highlighted by the Principal.
- Ms. Bhoomi Dharia (Student President) expressed her satisfaction related to infrastructure and the teaching-learning experience she had so far within the College.

There being no other matter to discuss, the meeting was adjourned with a vote of thanks by Dr. Sonali Nandu.

Prepared and Verified by	Confirmed by	Approved by
Dr. Akanksha Asar	**Dr.Sanjay Mishra**	**Mr. Utsav R Tiwari**
IQAC Co-ordinator	**I/C Principal**	**COO, Rahul Education**

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