



## MINUTES OF MEETING AND ACTION PLAN

Minutes of IQAC meeting with Ref. No: SLRTCE/IQAC/19-20/ 10 held at the Board Room of Shree L. R. Tiwari College of Engineering, Mira Road (E) at 3:30 p.m., on Monday, 23<sup>rd</sup> September, 2019.

### Details of Discussion

NO.	AGENDA	DETAILS
1	Confirmation of the Minutes of the last meeting	The minutes of the meeting held on August 27 <sup>th</sup> , 2019 were read by Dr. Anju Arya, approved and signed by all the members
2	Departmental Budget	Amount sanctioned for faculty development ,workshop/ seminar and any other activities should be approved by the Principal and can be collected after submitting voucher.
3	Teachers Award 2018-19.	Name of the teachers for award (2018-19) should be mailed to Dr. Anju Arya at <a href="mailto:iqac.naac@slrtce.in">iqac.naac@slrtce.in</a> by 26 <sup>th</sup> September, 2019 after approval by the principal.
3	Feedback	HODs are suggested to conduct departmental feedback on 23 <sup>rd</sup> September, 2019.
4	Smart Classroom	Confirmation of implementing 3 smart classroom is approved by Secretary.
5	IQAC seminar	Seminar on "Emotional Ethics is planned on 4 <sup>th</sup> Oct, 2019 from 10:00 am to 12:00 am by Dr. Girish D. Patel.
6	Timings	There will be only one time slot (9:00 am to 5:00 pm), remedial lectures should be accommodated in the regular time table.
7.	Suggestion by GS (student council)	There should be student council fund to conduct activities. The amount of 500Rs. Should be collected at the time of admission. Student council calendar should be prepared in advance.

Next IQAC Meeting is scheduled on 19<sup>th</sup> October, 2019.

Prepared by:

Dr. Anju Arya  
IQAC&NAAC Coordinator

Dr. S. Ram Reddy  
Principal