

**V.P.M.'s R.Z. Shah College of Arts, Science and Commerce,
Mulund (East), Mumbai – 400081**

Minutes of IQAC meeting -

Minutes of IQAC meeting held on 23-3-2021, on google meet platform, between 4 pm and 6 pm, to take review work of SSR report preparation -

Following members were present –

- 1) Mrs. Shruti S., IQAC Coordinator
 - 2) Mrs. Kavita Sharma, Senior Vice principal
 - 3) Mrs. Anjaneeka U., Vice Principal
- IQAC Committee members -
- 4) Mrs. Rajashri Prabhu, IT and Cs coordinator
 - 5) Mrs. Shilpa Jadhav, Librarian
 - 6) Mr. Nitin Patil, Asst. Prof. Physics
 - 7) Mr. Vilas Mahajan, HOD IT and CS
 - 8) Mr. Mangesh Korde, Office Superintendent
 - 10) Mrs. Sujata Gudi, Asst. Professor Accountancy

Mrs. Shruti Shouche, the IQAC coordinator requested everyone to send SSR score sheet as early as possible. Mrs. Shilpa Jadhav mentioned about the difficulty in preparing the score sheet. She said she needs some explanation about, how to prepare. Therefore it was decided that a meeting will be conducted the next day i.e. 24th March 2021, to discuss about the score sheet preparation. Criterion V and criterion VI heads, Mrs. Anjaneeka U. and Mrs. Kavita Sharma also showed their willingness to join the meeting.

Mrs. Shruti Shouche requested everyone to speed up the work of preparation of SSR, and submit the same, so that further work of verification and confirmation of documents can be started. She also said that once SSR score sheet is ready, the committee can judge, in which area college needs to take more efforts before the end of this academic year, to improve NAAC grade.

Each criterion head put certain queries, they are facing while calculating SSR score, which were discussed within the committee members.

It was decided that all will submit SSR score sheet by Saturday i.e. 27th March 2021. A meeting in college will be conducted to discuss about various aspects of SSR, next week on 31st March 2021.



A handwritten signature in blue ink that reads "Shruti".

Mrs. Shruti Shouche

IQAC coordinator