



Vidya Prasarak Mandal, Mulund (E)

R Z Shah College of Arts, Science and Commerce

Established in 2003 - Affiliated to University of Mumbai

Mithagar Road, Mulund East, Mumbai - 81 | www.vpmrzshahcollege.edu.in

Minutes of IQAC meeting held on 19th December 2020, between 3.00 pm and 5 00pm, on google meet, to discuss about feedback taken from students on online lectures -

Following members were present –

Mrs. Kavita Sharma, Senior Vice Principal Mrs.

Anjaneeka U., Vice Principal

Mrs. Shruti Shouche, IQAC Co-ordinator, HOD Commerce

IQAC Committee members -

Mrs. Sujata Gudi, Asst. Professor, Accountancy

Mrs. Rajashree Prabhu, IT and CS Coordinator

Mr. Vilas Mahajan, HOD IT and CS

Mr. Nitin Patil, Asst. Professor Physics

Mr. Om Dewani, HOD Accountancy

Mr. Mangesh Korde, Office Superintendent

Mrs. Shruti Shouche
IQAC Coordinator
V.P.M's R.Z. Shah College of Arts, Science, Commerce
Mithagar Road, Mulund (E), Mumbai-81.



Mrs. Kavita Sharma
Principal
V.P.M's R.Z. Shah College of Arts, Science, Commerce
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- 1) IQAC coordinator Mrs. Shruti Shouche mentioned about report drafted on feedback from students. She requested all, to go through those files, which were already emailed to them. She mentioned about complaints/suggestions put by students. She also mentioned that some of the items have already been solved, with the decisions which college has already taken. However some need to take up communication with concerned departments and follow up.
- 2) Mrs. Kavita Sharma put the need of analysis of source of feedback i.e. names of the students, class etc. This would help to decide about actions to be taken.
- 3) Kavita madam also explained that we need to sensitize students about feedback to be given. We need to make them understand the importance of answering responsibly to the questions, because next steps of college are dependent on the feedback given by students.
- 4) Mr. Om Dewani suggested to conduct feedback during the lecture. Teachers should orient the class before sending the link of the feedback.
- 5) Mrs. Rajashree Prabhu suggested to frame google form in google classroom, so that only college students will be able to access it.

Mrs. Shruti Shouche
IQAC Coordinator
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- 6) Mr. Vilas Mahajan, instructed to conduct subject wise feedback to fulfill metrics of criterion one of SSR.
- 7) Mrs. Shruti Shouche informed that another feedback was conducted by IQAC in the month of December 2020, on online lectures. She mentioned that in the feedback, students have expressed difficulty in understanding contents of practical subjects' online lectures. She requested attendees to come up with solutions.
- 8) Mr. Om Dewani, Ms. Sujata Gudi and Mr. Nitin Patil supported use of zoom app for conducting online lectures.
- 9) For the purpose of solving technical issues faced by students, Mr. Vilas Mahajan informed that college has a class teacher system, whereby class teacher acts as mentor of the class and coordinate with technical team and students.
- 10) Mrs. Shruti S., informed that in the same feedback, students have demanded for teaching from the view point of objective type questions. Mr. Om Dewani suggested to conduct frequent MCQ tests and quiz.
- 11) Mrs. Kavita Sharma put the need of submitting code of conduct to the management. She asked Mr. Mangesh Korde, Office Superintendent, that whether he has taken review of the document and has any suggestions to give. To the answer Mr. Korde said that the document is almost correctly drafted and can be submitted to the management.

Shruti

Mrs. Shruti Shouche
IQAC Coordinator

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Kavita

Mrs. Kavita Sharma
Principal

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- 12) Mrs. Kavita Sharma suggested to frame committees as per NAAC guidelines.
- 13) Meeting ended with instruction by Mrs. Kavita Sharma, all criteria heads to be ready with queries about NAAC, in the workshop, to be conducted on next day.
- 14) Meeting ended with thanks to the chair.

Mrs. Shruti Shouche
IQAC Coordinator
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