



**ASM's Institute of Management & Computer Studies, Thane
Degree College**

**INTERNAL QUALITY ASSURANCE CELL
AGENDA & MINUTES OF THE MEETING 2020-21
Internal Quality Assurance Cell**

Academic Year: 2020-21

Date of the Meeting: 19/06/2020

PLATFORM: GOOGLE MEET

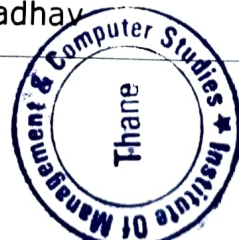
Time :11.00AM-2.00PM

AGENDA OF THE MEETING

- Minutes of the last meeting held on 11th March 2020 to be read and approved.
- To Prepare for the coming Academic Year 2020-21
- To Arrange a better way of conducting Online Lecture
- To improve the communication with students and parents.
- To discuss Academic Calendar for First Session.
- Any other discussion with the permission of Director.

The below mentioned members were present in the meeting held on 19th June 2020:

Chairperson	Dr. Irshad Kazi (Principal)
Member from Management	Dr. Sandeep Pachpande (Chairman ASM Group of Institution)
IQAC Coordinator	Prof. Kavita verma
Teacher	Asst. Prof. Nikeeta Bhosale
Administrative Officer	Ms. Lydia D'cruze
Nominee from Society	Mr. Deepak Vetkar
Nominee from Student	Mr. Maria Rithik Raj
Nominee from Alumni	Mr. Rohit Maurya
Nominee from Industrialist	Mr. Rajendra Jadhav



MINUTES OF MEETING

- 1) The minutes of previous IQAC meeting held on 13th March, 2020 were read and unanimously approved by all the participants.
- 2) It was decided that in order to meet the requirements of the upcoming Academic Year 2020-21, Head of Department will co-ordinate with all Faculty Members.
- 3) It was decided in the Meeting that during the pandemic all lectures would be conducted in ONLINE mode using MS TEAM platform. A proper training to all the Institution's Stakeholders which include (Director/ Principal/ Teaching Staff/Non-teaching Staff / Students) will be provided.
- 4) It was decided in the meeting that for smooth communication between Stakeholders, WhatsApp groups would be created in which all students & faculty members will be added as per their respective courses.
- 5) In the meeting discussions were held pertaining to the modalities & nitty gritty of the First Session of Academic Calendar Year to ensure a successful session.
- 6) At the end of Meeting, Prof Kavita Verma delivered the Vote of Thanks to all the present members.



Participants Joining Report

Full Name	User Action	Timestamp
Dr. Irshad Kazi	Joined	6/19/2020, 11:01:49 AM
Dr. Sandeep Pachpande	Joined	6/19/2020, 11:01:50 AM
Prof. Kavita verma	Joined	6/19/2020, 11:01:51 AM
Asst. Prof. Nikeeta Bhosale	Joined	6/19/2020, 11:01:51 AM
Ms. Lydia D'cruze	Joined	6/19/2020, 11:07:54 AM
Ms. Lydia D'cruze	Left	6/19/2020, 11:07:55 AM
Mr. Deepak Vetkar	Joined	6/19/2020, 11:09:21 AM
Mr. Maria Rithik Raj	Joined	6/19/2020, 11:09:22 AM
Mr. Maria Rithik Raj	Left	6/19/2020, 11:09:24 AM
Mr. Rohit Maurya	Joined	6/19/2020, 11:09:24 AM
Mr. Rajendra Jadhav	Joined	6/19/2020, 11:09:28 AM
Dr. Sandeep Pachpande	Left	6/19/2020, 12:10:54 PM
Mr. Deepak Vetkar	Left	6/19/2020, 12:10:54 PM
Dr. Sandeep Pachpande	Joined	6/19/2020, 12:11:54 PM