



Thakur Educational Trust's (Regd.)

**THAKUR RAMNARAYAN
COLLEGE OF ARTS & COMMERCE**

ISO 21001:2018 Certified



INTERNAL QUALITY ASSURANCE CELL (2020-2021)

MEETING MINUTES

VENUE: Conference Hall

DATE: 05/05/2021

TIME: 11:00 am

Minutes of the meeting as per the agenda given in the Circular reg.

no. TRCAC/DC/IQAC/0001/2020-2021

The IQAC meeting was conducted which marked the ending of the academic year 2020-21.

The meeting was attended by the members of IQAC to discuss the agenda given in the notice.

ATTENDEES

ATTENDEES	
Dr. Ravish R. Singh	Chairperson
Mr. Ravi Singh	Management representative
Ms. Anitha Nair	Administrative Officer
Ms. Yashshree Mhatre	IQAC Coordinator
Ms. Gaytri Bhaktani	Member
Mr. Vineet Kumar Dubey	Member
Mr. Darshit Oza	Student's Representative

Discussions and Decisions:

1. Minutes of the previous meeting were read out and discussed in the meeting.
2. All the activities - academic, co-curricular and extracurricular of the previous year have been discussed.
3. Several activities for next academic year have been suggested and planned accordingly.
4. Important decisions have been taken regarding the online admission and examination process due to Covid-19 pandemic.
5. ISO Audit to be conducted.
6. The feedback provided by students was reviewed and analyzed. It was noted that the majority of the feedback was positive.
7. The IQAC coordinator proposed the vote of thanks.




Principal



Thakur Educational Trust's (Regd.)

**THAKUR RAMNARAYAN
COLLEGE OF ARTS & COMMERCE**

ISO 9001:2015 Certified



**INTERNAL QUALITY ASSURANCE CELL (2020-2021)
MEETING MINUTES**

VENUE: Conference Hall

DATE: 05/11/2020

TIME: 10:00 am

Minutes of the meeting as per the agenda given in the Circular reg.
no. TRCAC/DC/IQAC/0001/2020-2021

The IQAC meeting was conducted which marked the ending of the semester. The meeting was attended by the members of IQAC to discuss the agenda given in the notice.

ATTENDEES	
Dr. Ravish R. Singh	Chairperson
Mr. Ravi Singh	Management representative
Ms. Anitha Nair	Administrative Officer
Ms. Yashshree Mhatre	IQAC Coordinator
Ms. Gaytri Bhaktani	Member
Mr. Vineet Kumar Dubey	Member
Mr. Darshit Oza	Student's Representative

Discussions and Decisions:

1. Minutes of the previous meeting were read out and discussed in the meeting.
2. During the meeting it was discussed and decisions were taken regarding online examination and declaration of results due to Covid-19 pandemic.
3. Exam software to be used for conducting online exam
4. Further discussion was on the process of obtaining ISO certification and a timeline was established for completing the necessary tasks.
5. The IQAC coordinator proposed the vote of thanks.




Principal