

## Minutes of Meeting

Minutes of a meeting of the Internal Quality Assurance Cell held on 18<sup>th</sup> March 2019 at Seminar Hall GIT, Lavel at 14.30 hrs.

IQAC Co-ordinator, Prof. S. R. Khedekar welcomed the members of IQAC present for the meeting and the following business was transacted as per the points on agenda dated 13<sup>th</sup> March 2019.

1. The minutes of the last IQAC meeting held on 10<sup>th</sup> December 2018 were read out and confirmed.
2. Participation in Unnat Maharashtra Abhiyan (UMA): Principal informed that under the scheme of UMA, GIT has done excellent work and GIT is selected to work for Maharashtra Government's ambitious project "Jalayukta Shivar Yojana".
3. Amenities for differently abled students: Though there are no differently-abled students at present in GIT, it has provided necessary amenities at various places for differently-abled students.
4. Incubation Center: GIT submitted 20 projects under the scheme to Dr. Anil Gupta, (Head-Incubation Center, Ahmedabad), who has suggested some modifications in these projects. The process is going on and modified projects will be sent to Mr. Gupta in due course.
5. Employability/Skill Development Courses: Principal informed IQAC about efforts taken by various GIT departments. Management representative Dr. Gokhale suggested generating deficiency report, as Chemical, Mechanical and Civil departments have not undertaken any such activity during the period. HOD-Mechanical assured to conduct a course on 3D printing, HOD-Chemical on process intensification and HOD-Civil on HIT software (structural designing.) Other departments have conducted such programs.
6. Value-added courses imparting transferable and life skills: Management representative suggested conducting courses related to management of financial matters. He also suggested taking safety precautions while undertaking electrical operations, chemical operations and civil construction work. IQAC also discussed undertaking green projects to safeguard the environment.
7. Field Projects / Internships: Librarian to prepare digital magazine about internship and display it on the GIT website. As GIT has created email ID for an individual student studying in GIT, a practice of sending notices, circulars, etc. through emails should be followed.
8. Participation in Workshop: It is decided that each teacher should attend minimum one workshop in an academic year, as it is observed that only certain teachers attend many workshops and some not at all.
9. Student participation in extension activities: IQAC advised to increase GIT students' participation in activities that take place in other institutions in or outside Ratnagiri district.
10. Collaborative activities for research , faculty exchange & student exchange: IQAC suggested that some of the teachers from E&TC/Computer may go to other colleges for guidance. Similar Initiatives need to be taken by their department,

especially chemical engineering department to develop ties with Institute of chemical Technology and Gharda Scientific Research foundation. Initiatives with Tata training center to be strengthened.

11. MoUs signed with industry-institutions: It is decided that each department in GIT should sign a minimum of 10 MoUs with other institutions or industries, out of which 5 should be live. MOU should be related to teaching -learning process integration with the out of syllabus topics and industry related laboratory. The concept of industry sponsored courses relate to syllabus in accordance with modern technology approved by BOS and will be administered jointly by in house faculty and faculty drawn from industry , preferably administered through industry sponsored laboratory. All departments to strive for such establishment of industry sponsored laboratory and design of syllabus with the approval of BOS.
12. Development programs for support staff: Each department to start some activity for support staff to increase their value from students' point of view. Also, HODs to identify 1 support staff to be sent for training in a reputed institute.
13. Teaching Method: Looking at the difficulty in understanding subject matter by GIT students, principal suggested using the old method of displaying models in each classroom. It was agreed that every department should make provision for it.
14. Training & Placement Activities: TPO to give proposal about training & placement activities to be undertaken by him.
15. Laboratory Manual: All laboratories should now prepare updated Laboratory Manuals. Laboratory manuals should include equipment manual, experimental set up manuals apart from Laboratory manuals required by syllabus.
15. Suggestions/Remarks by Dr. V. R. Ambike (Sr. Manager, GCL): (a) Institute to get feedback from students about outside lectures /workshops/seminars and review of feedback from improvement point of view. (b) Take the necessary steps to increase communication skills between students-teachers. (c) To develop administrative capacity in students. (d) To capture updated technology as far as possible
16. ICT: Principle informed that all 19 classrooms of GIT are being converted to multimedia classrooms involving installation of computer, projector LCD screen and Wi-Fi enabled speakers.
17. Faculty/Students Publication: Principal informed that faculty and student publication have been collated and will be published in "GIT: Engineering Research Magazine".
18. Gender equity programs: IQAC took review of gender equity programs under taken by women development cell and requested administration to prepare detail statistic about no of girls students enrollment, number of girls students drop out and statistics related to enrollment with respect to choice of engineering discipline.
19. Initiatives for locational advantages and disadvantages: IQAC noted that due to construction of four lengths Mumbai-Goa highway, connectivity to capital of the state will be better and it will improve the admission status. IQAC also discussed GIT participation in construction and quality control of high-way construction activity. The civil engineering of department informed that majority if concrete testing of the high-way has been carried out in GIT laboratory. He also informed that testing related to input raw material was carried out in GIT laboratory. IQAC suggested following new initiatives

- A) Preparing short film about life in GIT for GIT promotional activity
- B) Improvement in transport facility to early arrivals and late goes (students and faculty) to the nearest bus stand.
- C) Provision of over-night staying facility for students in the hostel and faculty in the guest house.

20. Intellectual property rights: IQAC suggested that staff and students of GIT should take initiatives to file patents for their projects in GIT.

The meeting was concluded with Vote of Thanks.

Co-ordinator

IQAC Chairman