

Internal Quality Assurance Cell

Academic Year 2021-22

Minutes of the Meeting

Minutes of the meeting of the Internal Quality Assurance Cell held on 15 November 2021 at Conference Hall, GIT at 3.00 pm. Following business was transacted as per the points on agenda dated 8 November 2021.


1. **Confirmation of Minutes of the Previous Meeting:** IQAC coordinator, Dr. N. A. Kolekar welcomed all the members and preceded the meeting with reading of Minutes of the meeting held on 6 September 2021. IQAC confirmed the same.
2. **Mentoring of FE and SE Students:** As per the agenda, the allotment of mentor for Second year students is done and presented the same by respective HODs. For the First done and presented the same by respective HODs. It is decided that allotment of mentors For the First Year students will be done after the admission process.
3. **Faculty Performance and Evaluation:** Management Representative Mr. Satish Shenoy suggested to review the Evaluation of Faculty Performance and Progress periodically. Principal, Dr. Gharat S. H. presented its need for academic and professional Excellence. And decided to conduct the audit of the same in the month of December.
4. **Admission Activities status:** Dr. A. K. Mangore presented the status of the admission related works and activities. He also presented the work status of E-Scrutiny Centre, GIT. IQAC expressed the satisfaction towards the efforts taken by staff members for the improvement of first and direct second year admission process.
5. **AQAR 2020-21:** IQAC coordinator put forth the Annual Quality Assurance Report 2020-21 in front of the committee for pre approval. The AQAR has to be submitted to NAAC as a part of accreditation processes. He also pointed out certain key elements of the same. IQAC approved the AQAR 2020-21 for the submission to NAAC.
6. **Review of various Statutory and Non statutory committees:** As Management Representative Mr. Satish Shenoy suggested to conduct short review of various statutory and non statutory committees earlier, the Principal asked to all respective coordinators of the committees to discuss the status and activities of the committees. The following committees' review has been conducted:



1. Students' Grievance Committee
2. Staff Grievance Committee
3. Internal Complaint Committee
4. Women's Development Committee
5. Admission Committee
6. Industry Institute Interaction Committee
7. Cultural Committee
8. Alumni Association
9. Anti Ragging Committee
10. Examination Cell
11. Mentoring Committee
12. Training and Placement Cell

7. **Short Term Training Programme for Students:** As per the placement point of view, it has been decided to provide industry based technical training to students to inculcate certain required skills. Hence all the HODs have been suggested to arrange various short term training programmes for both circuit and non circuit branches. It should be conducted during the vacation periods so that academics will not be affected.
8. **Review of Training and Placement Activities:** Training and Placement Officer, Mr Magdum presented the review of activities conducted under T&P section. He has given the information about the activity Mock Interview conducted at departmental level. All the staff members have contributed in the same. Some of the Industry experts have also participated in the panel to conduct an interview. The activity has been conducted in October 2021. TPO also informed that the training on Life Skills has been organized and will be conducted shortly with the collaboration with Rubicon Foundation.

The meeting was concluded with a vote of thanks.


Coordinator, IQAC




Chairman, IQAC