

Internal Quality Assurance Cell
Academic Year 2020-21

Minutes of Meeting

Minutes of the meeting of the Internal Quality Assurance Cell held on 15th June 2020 through online mode at 3:00 hrs.

IQAC Co-ordinator welcomed the members of IQAC present for the meeting and the following business was transacted as per the points on agenda dated 12/06/2021.

The Minutes of the previous meeting were confirmed.

1. **Teaching Learning Activity:** IQAC Coordinator informed that all lectures and practical sessions have been recorded and uploaded in ELRC portal of institute. The review of the same has been taken. IQAC took the note of the same and appreciated the efforts of faculty. It has been suggested that students should get access of the same in next semesters also for their references.
2. **Massive Open Online Courses:** IQAC coordinator presented the data of various MOOC courses and faculty members' participation in the same. It is observed that the participation of faculty and students in NPTEL, EduX, Coursera and other heads of MOOCs is very low, hence, IQAC recommended to increase the participation of students and faculty in such MOOCs.
3. **Participation in Faculty Training Programme:** The review of faculty participation in various training programmes has been taken. IQAC coordinator informed that, during academic year 2020-21 faculty members participated in more than 150 training programmes including FDPs, STTPS, Orientation, workshops & conferences. IQAC noted the same and recommended to maintain such efforts in next academic year also.
4. **Research Publication:** Principal informed that few faculty members has published their research papers in reputed journals IQAC noted the same and recommended that efforts for research publication should be increased by every faculty member.
5. **NAAC Preparedness:** Principal took the review of NAAC related tasks and asked to all criteria heads to give short report on the preparedness of NAAC during 2020-21. The rectifications suggested in the NAAC committee meeting (August 18 & 19,

2020), have been satisfied by respective criteria heads. IQAC took the note of the same and recommended to enrich the quality efforts to maintain the proper implementation of work culture and documentation of the same.

6. **Training and Placement Activity:** IQAC took the review of training and Placement activity conducted during the year. As per the presentation presented by TPO in the IQAC meeting (dated 28 December, 2020) the review of online recruitment/placement process has been conducted. In this regard, IQAC suggested that to provide more training programmes for students.
7. **Extension Activity and Outreach Programme:** In continuation with earlier reporting of Unnat Maharashtra Abhiyaan (UMA), the review of ongoing work of the same has been taken. IQAC recommended that more works should be completed before the beginning of Monsoon i.e. in the same month (June). During Monsoon, it should be stopped and should be started after the Monsoon again.


Coordinator (IQAC)




Chairman (IQAC)

Internal Quality Assurance Cell
Academic Year 2020-21

Minutes of Meeting

Minutes of the meeting of the Internal Quality Assurance Cell held on 24th March 2021 through online mode at 14.00 hrs.

IQAC Co-ordinator welcomed the members of IQAC present for the meeting and the following business was transacted as per the points on agenda dated 20th March 2021.

The Minutes of the previous meeting were confirmed.

1. **Students Satisfaction Survey:** It was recommended by IQAC to conduct the Students Satisfaction Survey, accordingly has been conducted. The Principal presented the report of Students Satisfaction Survey conducted by Institute along with its key points. It is observed that students are satisfied with teaching-learning processes run by the institute. Around 181 students were selected by random sampling method. Teaching-Learning Process, Infrastructure, Curricular and Co- curricular Activities, Extra Curricular Activities and Best Practices in GIT were included in the questionnaire of survey. IQAC expressed the vote of satisfaction on the same and directed to maintain the quality education in future also.
2. **Research Publications of faculty:** The review of faculty research Publication has been conducted. The IQAC Coordinator presented the report of the same which included research papers were published in reputed journal by the faculty of Chemical, Mechanical, Civil, EXTC Engineering and Applied Sciences & Humanities Departments. The IQAC taken the note and expressed the need of more quality publications to be done by faculty members and students in future.
3. **Extension activity and Outreach Programme:** IQAC Coordinator presented the report on Extension activity and Outreach Programs, which includes Unnat Maharashtra Abhiyan (UMA) and Unnat Bharat Abhiyan (UBA), NSS and other extension work. The review of ongoing work under UMA & UBA has been conducted. The commencement of the field visits and Audit works (under Jalyukta Shivar


Assessment Process) of villages in Ratnagiri district has been started and will be completed within six months. The active participation of the students is the key point of the activity, which is noted by IQAC.

4. **Participation of Faculty in various Training/ Development programme:** IQAC Coordinator presented the report on the active participation of the faculty members in various training/development programmes arranged by various level agencies. It is observed that faculty members from all programmes have attended more than 100 training/development/orientation/short term training programmes during the academic year 2020-21. The efforts of faculty for development of knowledge and advance techniques is appreciated by IQAC and also directed to organise such programmes at the institute.

As there is no any pending and/or emergency issue raised by any IQAC member, the meeting has been concluded by IQAC coordinator followed by vote of thanks.


Coordinator(IQAC)




Chairman (IQAC)

Internal Quality Assurance Cell
Academic Year 2020-21

Minutes of Meeting

Minutes of a meeting of the Internal Quality Assurance Cell held on 28th December 2020 through online mode at 14.00 hrs.

IQAC Co-ordinator welcomed the members of IQAC present for the meeting and the following business was transacted as per the points on agenda dated 21st December 2020.


1. The Minutes of the previous meeting were confirmed.
2. **Review of faculty enrolled in orientation programs/ training programs/ workshops/ Courses:** - Departments were asked to encourage faculty members to attend FDPs/workshops/ value-added courses. It was observed that staff attended various training programs, orientation programs, seminars, and workshops.
3. **Review of non-teaching staff enrolled in training programs/workshops/Courses:** - Departments were asked to encourage non-teaching staff to attend workshops/training programs. It was observed that a few non-teaching staff attended NPTEL & Coursera certification programs, FDPs and workshops. But, these are limited in number. If the target is to be achieved, more efforts by the concerned program are required, and accordingly, IQAC directed that the administration should issue such relevant directives as may be deemed fit.
4. **Unnat Maharashtra Abhiyan (UMA):** A review of Unnat Maharashtra Abhiyan (UMA) project was taken. The institute received award and recognition for rural assessment of rural water supply scheme under UMA. IQAC recommended that the institute should continue to participate wholeheartedly in UMA projects.
5. **Teaching Learning Activities:-** Academic auditors informed that online teaching-learning activities are being recorded and the same are available on college website for student usage. This will also help slow learners to use them at their pace. These lectures also can be uploaded on YouTube for student use, self evaluation, and peer evaluation.

7. **Students benefitted by scholarships, free ships, GIT Scholarship:** - IQAC discussed about scholarships and financial support given to students every year to attract the meritorious students and provide financial assistance to the poor students based on their performance and the criteria fixed by the management. Admission committee discussed new GIT scholarship scheme.
8. **Training and placement activities:** IQAC reviewed training programs conducted by the Training and Placement department. TPO gave a brief presentation on training and placement activities. IQAC suggested preparing a plan for the second half of academic year 2020-21. It was also discussed to organize soft skill development programs for second year students.

The meeting was concluded with a vote of thanks.


Coordinator (IQAC)




Chairman (IQAC)

Internal Quality Assurance Cell
Academic Year 2020-21

Minutes of Meeting

Minutes of the meeting of the Internal Quality Assurance Cell held on 1st October 2020 through online mode at 14.30 hrs.

IQAC Co-ordinator welcomed the members of IQAC present for the meeting and the following business was transacted as per the points on agenda dated 28th September 2020.

1. **Formal Introduction:** Formal Introduction of all members in IQAC is given by IQAC Co-ordinator and appealed to all for their valuable contribution in IQC for the period of next two years i.e. 2020-2021 and 2021-2022 respectively
2. **Academic Calendar:** The academic calendar for 2020-21 (Odd Semester) was presented by Dr. Sachin Khedekar & the same is approved by the IQAC.
3. **Status of online teaching & Academic audit:** The first academic audit was conducted on August 01, 2020 through online mode. The second academic audit conducted during 7th-9th September 2020. Academic auditors submitted the following report to the IQAC.
 - Syllabus coverage – 60-65 %
 - Overall Attendance – 74 %
 - ELRC status – Updated (ongoing process)
 - Lectures recorded and uploaded on ELRC along with Notes, PPTs, Assignments
 - 1 or 2 Test/Quiz conducted by each faculty (Google form in case it is MCQ test)
 - No. of students didn't attend any class (zero attendance) - 40
 - Attendance record of each class is maintained in the form of an excel sheet by faculty
 - Network issue is the common reason for not attending classes
 - DSE (GIT aspirants) students are also attending classes
 - Platform used for conducting classes: Google meet & Zoom

IQAC satisfied with syllabus coverage report and observed that the overall attendance of students is poor and suggested taking necessary steps to improve it. It was also informed that the third academic audit is scheduled in October 2020.


4. **NAAC preparedness:** Since the college needs to apply for the 2nd Cycle of NAAC accreditation in 2022, the following committee of criteria coordinators under the overall leadership of Dr. S. K. Patil was formed in August 2020.

- Curricular Aspects: Dr. A. D. Bhosale
- Teaching-Learning and Evaluation: Dr. S. J. Kulkarni
- Research, Innovations and Extension: Dr. V. R. Khalkar
- Infrastructure and Learning Resources: Prof. M. S. Satpute
- Student Support and Progression: Prof. S. D. Latkar
- Governance, Leadership & Management: Prof. M. A. Khandke
- Institutional Values and Best Practices: Dr. R. R. Bane


NAAC coordinator informed IQAC that the first audit was conducted during August 18-19, 2020, and some rectifications were suggested. Criteria coordinators presented data to all staff through online mode on August 29, 2020, to make all aware of the data. He also informed that coordinators presented data and proofs in the meeting conducted on September 12, 2020. IQAC satisfied with the overall efforts put by the NAAC committee.

5. **Admission status:** Dr. Mangore informed IQAC that the CET Crash course was completed. He also informed that the second phase mentor calling & 12th Science college visit is in process. Admission SOP has been prepared.

The meeting was concluded with a vote of thanks.


Coordinator (IQAC)




Chairman (IQAC)