

Internal Quality Assurance Cell**Academic Year 2021-22****Minutes of the Meeting**

Minutes of the meeting of the Internal Quality Assurance Cell held on 28 March 2022 at Conference Hall, GIT at 3.00 pm. Following business was transacted as per the points on agenda dated 21 March 2022.

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 15 November 2021. IQAC confirmed the same.

2. **Initiatives by IQAC:**

At the initial stage of the meeting IQAC Coordinator, Dr. N. A. Kolekar presented the review of the various initiatives promoted and conducted by IQAC during last quarter.

STTPs for Students:

He presented the brief appraise of the STTPs organized by IQAC and conducted by the Department of Computer Engineering to promote technical skills in students to enrich quality in the skill sets of the students for their employability.

Webinars for Staff and Students:

IQAC Coordinator also mentioned the webinars organized by IQAC for the promotion of research and extension activities among the staff. Webinar on Review and Research Paper (for Students and Staff) and Webinar on Research Funding (for Staff) have been organized and conducted during last quarter.

Application to Ranking Agencies:

It has been communicated to all members that, the institute has applied to Ranking Agencies to get evaluated and ranked accordingly. In this regard, the institute applied to Dataquest Educational Magazine and also to NIRF (National Institutional Ranking Framework) subsequently. All proposals have been submitted and the same is under review.

Review of Faculty Performance and Improvement:

Personal Performance and Improvement in the same is the way to develop the abilities and skill sets of the faculty. In this regard, the Review of Faculty Performance and Improvement Meet has



been organized and conducted under the IQAC initiatives. Principal, IQAC Coordinator, HODs and NAAC Coordinator have conducted the review, communicated to staff and submitted the report to IQAC.


3. **NAAC Preparedness:**

NAAC Coordinator, Dr. S. K. Patil presented the review of the activities carried out under NAAC Preparedness. He conveyed that the IIPA for the 'NAAC Accreditation Cycle 2' will be submitted in the month of May and SAR of the same will be submitted subsequently. He assured the IQAC that the works related to NAAC SAR is going on smoothly.

4. **NBA Preparedness:**

NBA Coordinator, Dr. B. A. Danawade presented the filled Pre-qualifier Profiles of the all the departments and communicated the pre-qualification status of the same accordingly. It has been decided that, to apply for the NBA Accreditation in the beginning of the next academic year.

Management representative, Mr. Satish Shenoy and Industry Expert, Mr. Mahash Purohit reviewed the status of the IQAC initiatives and NAAC/NBA preparedness and expected to maintain the quality in teaching learning processes. Principal, Dr. Gharat has concluded the meet with the assurance that, IQAC initiatives will be continued in the next quarter/semester for the quality enhancement of the institute. IQAC Coordinator, Dr. N. A. Kolekar expressed the vote of thanks to all members of the IQAC for being present in the meet.


Coordinator, IQAC





Chairman, IQAC



Internal Quality Assurance Cell

Academic Year 2021-22

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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

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Minutes of the Meeting

Minutes of the meeting of the Internal Quality Assurance Cell held on 6 September 2021 through online mode at 14.30 hrs. Following business was transacted as per the points on agenda dated 2 September 2021.

1. **Welcome and Introduction:** IQAC coordinator welcomed all the present members. Formal Introduction of all members in IQAC is given by IQAC coordinator and appealed to all for their valuable contribution in IQAC for the period of 2021-2022.
2. **Academic Calendar:** The academic calendar for 2021-22 (Odd Semester) was presented by Academic Coordinators and the same is approved by the IQAC.
3. **Status of online teaching & Academic audit:** Academic Coordinator Dr. B. A. Danawade has presented the review of the syllabus completion and academic audits conducted in last year and to be conducted in the present year. In the year of 2020-21, four academic audits were conducted by Academic Coordinators. With the same spirit the first academic audit of 2021-22 has been decided to conduct in the month of December. IQAC satisfied with syllabus coverage report and observed that the overall attendance of students has been improved.
4. **NAAC/AQAR preparedness:** As the institute needs to prepare and submit the Annual Quality Assurance Report (2020-21), the review of the AQAR has been conducted by IQAC coordinator. All the NAAC criteria coordinators presented the criteria wise presentations. It was decided to revise the AQAR 2020-21 and will be submitted in December. It has been decided that IQAC coordinator and NAAC coordinator will conduct the monthly review of AQAR till the submission of the same. IQAC satisfied with the overall efforts put by the NAAC committee.
5. **Status of Admission Related Activities:** Dr. A. K. Mangore, the Head of the Admission Committee informed IQAC about the activities. He informed about the organization of Mock CET examination at GIT. He also informed that first phase of mentor calling and conduction of online webinars for 12th Science students and parents are going on.
6. **Training and Placement Activities:** Training and Placement Officer, Mr. Magdum has given the review on the activities conducted under the T&P section. To promote the interview skills of




students, IQAC suggested to conduct Mock Interview Activity for all BE students. And to provide soft skills related trainings to students through Industry experts. It has been decided to review the progress of the activities in next meeting.

7. **Review of E-contents on ELRC Portal:** Academic coordinator, Dr. Danawade presented the review of contents uploaded on E-Learning Resource Centre by all the teaching staff of their respective subjects. He ensures the IQAC that students use ELRC portal to get the access of videos of lectures, practices and other academic heads.

The meeting was concluded with a vote of thanks.


Coordinator, IQAC




Chairman, IQAC

