

**Internal Quality Assurance Cell**  
Academic Year 2019-20**Minutes of Meeting**

Minutes of a meeting of the Internal Quality Assurance Cell held on January 03, 2020 at Physics Hall GIT, Lavel at 14.00 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 December 28, 2019.

1. Academic Calendar: The academic calendar for 2019-20 (Even Semester) was presented by Prof. Khedekar & the same is approved by the IQAC. It was suggested to follow this calendar strictly.
2. Collaborative activities for research, faculty exchange, and student exchange: The review of collaborative activities for research, faculty exchange, student exchange was taken. It was observed that the institute needs to take more effort into research and student exchange collaborative activities.
3. Communication skill of students needs improvement. Soft skill development workshops should be organized by faculty. It was suggested conducting such workshops through outside experts.
4. Review of Best practices:
  - a. Area adoption program (AAP): AAP is effectively used by all the staff. IQAC expressed its satisfaction with the statistics of AAP usage.
  - b. Weekly Planner: All the teachers are displaying their Weekly plans on notice board regularly as per the observation of IQAC.
5. Unnat Maharashtra Abhiyan (UMA): A Review of Unnat Maharashtra Abhiyan (UMA) project was taken and IQAC recommended that the institute should participate wholeheartedly in UMA projects.
6. Review of Branding activities: Prof. Satpute is appointed as coordinator for all branding activities to be conducted this year. It was suggested to take the opinion of all staff members. It is recommended to arrange GIT branding stall in educational exhibitions conducted in Maharashtra. Coaching classes for CET examination in

coordination with 'ChaturangPratishthan' to be organized after 12<sup>th</sup> Board exam. It was suggested by IQAC to start a CET examination centre in the institute.

7. Training and placement activities: IQAC reviewed training programs conducted by Training and Placement department. TPO gave a brief presentation on training and placement activities. Also, the future activities were discussed in detail. IQAC suggested focusing on employability and entrepreneurship development programs for students.



Prof. S. R. Khedekar  
Coordinator



Dr. Pramod S. Joshi  
Chairman