

GHARDA INSTITUTE OF TECHNOLOGY

INTERNAL QUALITY ASSURANCE CELL

Action Taken Report (ATR)

Date : 30th Aug 2018

Ref. ATR of Meeting of Internal Quality Assurance Cell held at 10 A.M. on 9th June, 2018, in GIT, Level.

Sr. No.	Discussion in meeting	Action Taken by department	Remarks
1.	Reconstitution of IQAC	IQAC was reconstituted for the Academic year 2018-19 and 2019-20.	
2.	Up-gradation of Qualification of teachers	In A.Y. 2017-18, three faculty members were awarded Ph.D.	
3.	Participation in Unnat Maharashtra Abhiyan (UMA)	UMA / UBA Projects are in Progress	In progress
4.	Industry Institute Partnership Cell activities	<ul style="list-style-type: none"> Activities are in progress Industrial Visits of 35 students to 4x300 MW Thermal Plants of JSW Energy Ltd. at Jaigarh planned for 31-08-2018. A few Students were trained in Vinati Organics Ltd. at Lote, MIDC in June-July2018. TPO to provide data 	

Mr. M. A. Khandke

IQAC Coordinator

Dr. P.S. Joshi

IQAC Chairman

Internal Quality Assurance Cell

Minutes of Meeting of Internal Quality Assurance Committee held at GIT on 02.11.2017.

Present: Dr. P. S. Joshi - IQAC chairman & Principal
Prof. M. A. Khandke - IQAC Coordinator
Prof. O. A. Jarali - HOD Mechanical Engineering
Dr. Prateep Roy - HOD Computer Engineering
Prof. S. S. Tathare - HOD EXTC Engineering
Prof. G. D. Parulekar - HOD Civil Engineering
Prof. B. S. Potdar - HOD ASH
Prof. S. D. Latkar - Sr. Faculty
Prof. S. R. Khedekar - Sr. Faculty
Dr. B. A. Danawade - Sr. Faculty
Prof. M. S. Gadre - Sr. Faculty
Prof. M. S. Satpute - Sr. Faculty
Mr. Rohit Shetty - Student Representative
Ms. Isha Sharma - Student Representative

Leave of absence was granted to Dr. M. G. Gokhale, Dr. S. H. Gharat, Mr. Sadanand Kulkarni, Dr. Prashant Patwardhan, Mr. P. B. Pathare, Mr. Jyotiba Pawar

- 1) The Minutes of the previous meeting were read out and confirmed. Action taken report of 27th Oct was placed before the IQAC
- 2) Review of Multiskilling activity: The departments were asked to implement Multiskilling activities in the areas of Python programming, Ansys, PCB designing, Auditing of government water supply scheme, Inventor, CATIA training etc. by the Principal at the beginning of the academic year 2017-18. Theme of the academic year 2017-18 is "Multi skilling is the key to success". Professor Khedekar, who spear headed the efforts of college for multi skilling made a presentation about outcome so far. The summery of the statistics was also presented by him and it was discussed at length. It was felt that if the target is to be achieved, more efforts by the concerned programme is required and accordingly IQAC directed that administration should issue such relevant directives as may be deemed fit and corresponding financial help should be given by the Principal.

- 3) To review the progress of ERP implementation: Three faculty members from Computer Engineering department were assigned for close coordination and better requirement engineering with the ERP vendor.
- 4) To review the library opening time on Sunday to facilitate hostel students: Librarian was instructed to keep open the library on Sunday and staggering of library staff duty timings.
- 5) Review of Best practices:
 - a. Area adoption program (AAP): AAP is effectively used by all the staff. IQAC expressed its satisfaction about 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.
- 6) Review of Innovative practices-
 - a. Mentorship programme: All the students are mentored by the respective faculty members regularly. However, it was strongly felt that mentorship programme can be run in better fashion if concerned mentors stay back in college campus after working hours. IQAC requested Principal to appeal to all the faculty members.
 - b. Guidance to academically strong and poor students: Each subject teacher has guided five academically strong and five academically poor students as per the data received from all HODs
 - c. Students' difficulty solving session during University Theory Examination: Students academic difficulties are solved by the respective subject teachers one day before the University Theory Examination in respective subject in the Library during evening. IQAC reviewed the system and also deliberated on the previous statistics. The existing statistics indicates correlation between the examination performance and the number of students availing the facility. It was, therefore, decided that the practice should be encouraged and IQAC made suggestions for college to make available transport facility for the faculty or to make available guest house stay facility.
- 7) IQAC recommended early implementation of all suggestions.

Mr. M. A. Khandke
IQAC Coordinator

Dr. P.S. Joshi
IQAC Chairman

**Internal Quality Assurance Cell
Academic Year 2017-18**

Minutes of Meeting

Minutes of Meeting of Internal Quality Assurance Committee held at 11.00 am on 11th August, 2017. The following decisions were taken during the meeting.

- 1) The Minutes of the previous meeting was confirmed.
- 2) Issue of quality improvement of teachers was discussed in detail in IQAC. It was also discussed to improve quality of under-graduate research in the institute. In order to guide the students properly it was unanimously agreed that teachers with research experience should be on institute roll. It was, therefore resolved to request college management that as far as possible, new recruitments of faculty with Ph.D. qualification should be encouraged.
- 3) The college efforts in participating in Unnat Maharashtra Abhiyan (UMA) were discussed and it was noted that such participation will inculcate social responsibility and will develop attitude of sustainable development. IQAC recommends that the institute should participate wholeheartedly in UMA projects.
- 4) IQAC reviewed research publications of faculty and it decided to advise faculty members to give GIT affiliation in the credit line of publications. It recommends that such advisory note should be given to the faculty.
- 5) The data about testing carried out by various dept. was reviewed by IQAC. It was noted with regret that statistic pertains to only testing carried out. In order to improve consultancy component it was suggested that each department should collate consultancy capability of their department. This should be given wide publicity through following means:
 - a. It should be published on website
 - b. Special broacher about Testing and consultancy facility should be made and should be circulated to be the industries.
- 6) During the NAAC peer committee visit, it was suggested that the facilities provided to differently-abled students should be improved by –
 - a) Number of ramps provided should increase.
 - b) At least one wash-room, one each for boys & girls, should be made amenable to them.
- 7) Review of Library services was taken. It was noted with satisfaction that number of physical books in the library are more than adequate. Online journal subscriptions also

caters to all disciplines of education. The ELRC facility was reviewed & it was found that some of the faculty members have not uploaded the latest study material. It was recommended to administration that an advisory note to this effect should be issued to defaulting faculty.

- 8) The reviewed of sports facility was taken. It was noted with satisfaction that the institute participation in university sports competition is up to the mark. Due to heavy rains in Konkan region certain outdoor games like Cricket, Football, Kabbadi etc. cannot be played on regular basis and most of the sports activity get restricted to indoor games. It was discussed that sport instructor of the college should prepare comprehensive report about infrastructural facility, sports timing and sports schedule in order to ensure that sports activities continue throughout the year.

The meeting ended with vote of thanks to the Chair.

Prof. M.A. Khandke
Coordinator

Dr. Pramod S. Joshi
Chairman