INTERNAL QUALITY ASSURANCE CELL (IQAC)
GEETANJALI INSTITUTE OF TECHNICAL STUDIES
NH 76, Airport Road, Dabok, Udaipur, Rajasthan 313022

Dr. S. Jindal
Director (IQAC)

GITS/IQAC/02

Date: 2/12/20

Minutes of Meeting

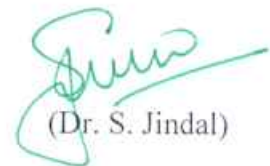A meeting of the IQAC Cell was convened on 1-12-20 at 2.30 pm in the Meeting room. Following members were present:

1. Dr. S Jindal, Director (IQAC)
2. Dr. Hemant Sahu, HOD -MCA
3. Dr. Manish Verma, HOD Civil
4. Dr. Deepak Paliwal, HOD Mech
5. Dr. Mayank Patel, HOD CSE
6. Dr. Rajeev Mathur, HOD ECE
7. Dr. Monica Verdia, HOD EE
8. Dr. Kiran Soni, HOD MBA
9. Dr. Vishal Jain, HOD I Yr
10. Mr. Arvind Singh, TPO

Dr. S. Jindal, Chairman, welcome all members present. He informed the house about the agenda of the meeting, i.e. to bring in best practices for improving the student performance in examinations and placement drives. All members were asked to give suggestions and deliberations were made by all about how to improve the performance of students. The members concluded that:

1. Every program will organise frequent alumni interactions with the students of the department to create awareness about the requirement of employers and to guide the students about learning essentials.

2. Looking to the skill gaps indicated by the alumni of the college, it was found that the students lack skills of computing using MS Excel. For this special trainings will be introduced on regular basis by CSE deptt for all interested students.

3. For preparing students for interviews, need was felt for technical training as a revision and refreshing the fundamentals. It was decided that all departments will prepare a FAQ (softcopy) with answers expected by interviewers and distribute to final year students. Also special technical training and mock interview of the students shortlisted for final interview by recruiting companies will be organised by CDC involving senior faculty of the departments.

4. Pedagogical reforms in teaching learning process needs to be introduced. All HODs will motivate and train the faculty of their department for making the delivery more interesting by including illustrations, videos, animations and practical examples of real life. The Teacher record Book (TRB) should include suggested extra readings on various topics of curriculum and shared with students.

5. The faculty and students should be encouraged to make use of e-Resources like FOSSE/NPTEL/Coursera/Udemy/EdX etc for self-learning and earning certificates which will strengthen their CV.

6. The final year students should be motivated to take GATE exam for visibility on national level. For helping the students in self-learning, access to online platform like GATEtutor be provided.

PTO

7. For enhancing the creativity among the students, faculty must encourage the students for participation in competitions and hackathons organised by different agencies on regular basis.

8. To develop an environment for research, the faculty should prepare good quality research project proposals on future technologies and apply to various state and national agencies like AICTE, DST, PCRA, etc. for grant/support. While preparing proposals, interdisciplinary approach should be encouraged.

9. There is a need to accelerate the functioning of MoUs with Wipro GE Healthcare, Thermax, etc. for training and skilling the students on industrial setups. Further, new opportunities must be explored for increasing interactions with industry.

10. For strengthening of library, it was resolved to subscribe more number of Indexed journals replacing non-indexed ones.

Thanking the house, chairman called upon all the members to work in coordination and to share the experiences with each other so that good practices can be adopted uniformly.

(Dr. S. Jindal)

Copy to:

1. PA to Director for information
2. All members of IQAC
3. Finance Controller