



**Internal Quality Assurance Cell (IQAC)**

Date: 31/01/2021

The 2nd meeting of IQAC is scheduled to discuss the points mentioned in the agenda below.  
It will be chaired by the Director of college.

The details of the meeting:

**Date:** - 02/02/2021

**Time:** - 2:30 p.m.

**Venue:** - Offline (C-103 A)

All the members are requested to remain present for the meeting.

**Agenda:-**

1. Reformation of GIT-IQAC Committee.
2. Planning of Activities department wise under IQAC for quality improvement of students.
3. To design Mid semester Exam Quality Assessment of Question paper as per Bloom's Taxonomy for BE and ME 1st Year students.
4. Planning to Apply for GTU Visheshagya scheme for NBA Accreditation.
5. Planning to Organise webinar for awareness about National Education Policy 2020

**Prof. Madhuri Chopade**  
**IQAC-Coordinator**

**Dr. H. N. Shah**  
**Director**



## Internal Quality Assurance Cell (IQAC)

### Minutes of Meeting

Date: 05/02/2021

The second minutes of the meeting of the Internal Quality Assurance Cell dated 2nd February 2021 ,Time: 2:30 pm ,Venue at C-103 A

#### Agenda 1:-Reformation of GIT-IQAC Committee.

Prof. Madhuri Chopade, IQAC coordinator introduces new members of IQAC as selected and suggested by Director sir, Dr. Hetalkumar Shah, IQAC Chairman as per the GTU norms.

Following Faculty members are selected as IQAC members

Sr. No.	Name	Designation in IQAC	Designation in Institute/ Organization
a	1	Dr. Hetalkumar N. Shah	Chairperson Director GIT
b	2	Dr. Nisha Khurana	Member Associate Professor Information Technology
	3	Dr. Nimesh Gajjar	Member Associate Professor Mechanical
	4	Prof. Harshal Oza	Member Assistant Professor Mechanical



	5	Prof. Sumedha Mahajan	Member	Assistant Professor Civil
	6	Prof. Margil Shah	Member	Assistant Professor Computer
	7	Prof. Ruchir Parikh	Member	Assistant Professor Mechanical
	8	Dr. Virendra Chavda	Member	Associate Professor MBA
c	9	Mr. Dhaval Shah	Member(Administration)	Officer GIT
d	10	Shri. Hareshbhai Rohera	Member(Management)	Trustee GIT
e	11	Mr. Hetal Shah	External Expert(Industry)	CEO, Nutec Infotech Pvt. Ltd.
	12	Dr. S. D. Panchal	External Expert(Academic)	Professor & Director, GTU
f	13	Prof. Madhuri Chopade	Coordinator	Assistant Professor Information Technology

**Agenda 2: Planning of Activities department wise under IQAC for quality improvement of students.**

Prof. Madhuri Chopade, IQAC coordinator, asked all department IQAC members to suggest at least 2 activities per department for upcoming academic calendar 2021-2022 to enhance and strengthen the quality of students as per the instruction by Director sir, Dr. Hetalkumar Shah, IQAC Chairman.



**Agenda 3: To design Mid semester Exam Quality Assessment of Question paper as per Bloom's Taxonomy for BE and ME 1st Year students.**

Director sir, Dr. Hetalkumar Shah, IQAC Chairman briefed about Bloom's Taxonomy and its importance in designing question papers. IQAC cell, central exam committee and Accreditation committee together have to design the format for the same.

**Agenda 4 : Planning to Apply for GTU Visheshagya scheme for NBA Accreditation.**

Director sir, Dr. Hetalkumar Shah, IQAC Chairman briefed about the GTU Visheshagya scheme for NBA Accreditation and explained the importance of it.

**Agenda 5 : Planning to Organise webinar for awareness about National Education Policy 2020**

Prof. Madhuri Chopade briefed about planning of webinar that creates awareness about National Education policy implemented in 2020 and the what should be the impact on higher education or technical studies

**Prof. Madhuri Chopade**  
IQAC-Coordinator

**Dr. H. N. Shah**  
Director



### **Action taken report for meeting of IQAC scheduled on 2nd February 2021**

1. Formation of committee members for the academic year 2020-2021.
2. Activities like webinar, training program, expert lecture, etc. planned for students, department wise and implemented in Institute Academic calendar June 2021- December 2021
3. Designed and approved format of Mid semester Exam Quality Assessment of Question paper as per Bloom's Taxonomy for BE and ME students.
4. Applied for GTU Visheshagya scheme for NBA Accreditation.
5. It is planned to organise a one day Webinar for "New Education Policy (NEP-2020)" on 3<sup>rd</sup> April,2021 in association with Gujarat Technological University.

**Prof. Madhuri Chopade**  
IQAC-Coordinator

**Dr. H. N. Shah**  
Director