



GANDHI INSTITUTE FOR TECHNOLOGICAL ADVANCEMENT

BHUBANESWAR

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No: 22 /IQAC/GITA/2017-18

Date: 03.07.2017

**NOTICE**

A meeting of the IQAC will be held to discuss the following agenda in the Placement Cell at **05.00PM on 08/07/2017**. All the members are requested to make it convenient to attend the meeting.

**Agenda:**

1. Confirmation of the proceedings of last meeting
2. Action plan for odd semester classes
3. Faculty Development Program me
4. Publication of journal
5. Bridge courses
6. Documentation as per NBA guidelines
7. Inauguration of GITA Vintage Lounge
8. Conduct of Seminars
9. Incubation Centre

**Director**

- Copy to:
- 1) Prof. (Dr.) M.K.Roul, Chairman
  - 2) Prof. (Dr.) P.K. Rautray, Member
  - 3) Prof. (Dr.) R.N. Panigrahi, Member
  - 4) Prof. S.K. Swain, Member
  - 5) Prof. P.K. Dalai, Member
  - 6) Prof. S.K. Patro, Member
  - 7) Dr. Smitarani Patro, Member
  - 8) Prof. R.B. Mishra, Member
  - 9) Prof. S.N. Mohanty, Member
  - 10) Er. Dinesh Adeshra, Member
  - 11) Er. Pradeep Kumar Rath, Member
  - 12) Mr Satya Narayan Mishra, Member
  - 13) Mr. M.M.Das, Member
  - 14) Mr. Ramani Ranjan Mishra, Member
  - 15) Mr. Bidyadhar Mohapatra, Member

## **FOLLOW UP ACTION TAKEN AS PER RESOLUTIONS MADE IN THE** **IQAC MEETING HELD ON 08/07/2017**

1. The theory and lab classes are conducted as per BPUT norms. Tutorial classes are added in the time table so that students will be able to clarify their doubts in the college itself. Assignments are given to the students and copies are checked by faculty members with remarks and returned to the students. The marks of the class tests conducted by the college as well as the percentage of attendance are intimated to the parents of the concerned students through SMS.
2. Faculty development programs are arranged from time to time and the training department has contacted eminent resource persons and organized Faculty Development Programs.
3. The institution has brought about an international journal in the name of "International Journal of Research in Applied Sciences (IJRAS)".
4. Bridge courses are introduced and the HoDs are given the responsibility of preparing the syllabus for bridge courses and they have looked after the proper implementation of these courses.
5. All the NBA accredited HoDs are directed to check the documentation work in their respective departments as per NBA guidelines on a weekly basis, so as to avoid last minute hurry and they will report to the Dean Academics on a weekly basis of the progress.
6. The alumni lounge and alumni office to be inaugurated in the month of September. Prof. Shakti Mohanty is given arrangement to do the necessary arrangements.
7. Seminars and workshops are conducted by individual department and students as well as faculty members are encouraged to participate in such activities.
8. An Incubation Centre has been opened in the college and the Dean, Research and Development has arranged 10 innovative projects and applied to the MSME for recognition.

**Copy to:**

**PRINCIPAL**

1. Chairman for information
2. Secretary for information
3. All honorable members