



## **GITA AUTONOMOUS COLLEGE, BHUBANESWAR**

1<sup>st</sup> Academic Council Meeting  
(Through Video Conference)

Date: July 17, 2021 (Saturday)

Time: 05:00 PM

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### **MINUTES**

The agenda of the meeting was as follows:

#### **Agenda:**

1. Welcome Address by Prof. B.P. Mishra, Convener, GITA Academic Council
2. Approval of Academic Calendar for the Session 2021-22
3. Approval of Syllabus with Credit System for all the Streams
4. Conduct of Online Classes
5. Conduct of Online Examination
6. Provisions for absentees and Supplementary examination
7. Approval of Question Pattern and Distribution of Mark
8. Policy for Question Paper Setting
9. Introduction of Ph. D. Program in different Streams
10. Introduction of New Integrated M.Sc. Programs
11. Redressal of Student Grievance during the Pandemic
12. Constitution of Student Council
13. Approval of Board of Studies for each Department
14. Approval of Academic Regulations
15. Any other item with the permission of the Chair

**Members Present in the Meeting: -**

- |     |   |   |          |
|-----|---|---|----------|
| 1.  | Prof. M.K. Roul, Principal  | : | Chairman |
| 2.  | Prof. Sribatsa Behera,<br>Professor, Instrumentation & Electronics Engineering,<br>CET, Bhubaneswar | : | Member   |
| 3.  | Prof. P.K. Parhi,<br>Professor, Civil Engineering, CET, Bhubaneswar                                 | : | Member   |
| 4.  | Prof. Siba Kumar Mishra,<br>Director CD, BPUT, Odisha, Rourkela                                     | : | Member   |
| 5.  | Prof. Arabinda Routray,<br>Professor, Electrical Engineering Department,<br>IIT Kharagpur (W.B.)    | : | Member   |
| 6.  | Prof. S. K. Dash,<br>Head, Deptt. of Mechanical Engineering,<br>IIT Kharagpur (W.B.)                | : | Member   |
| 7.  | Prof. Srikant Patnaik<br>Director, International Relation & Publication ITER,<br>Bhubaneswar        | : | Member   |
| 8.  | Dr. Nilamadhab Tripathy,<br>Senior Engineer, ProQuest LLC, USA                                      | : | Member   |
| 9.  | Prof. P.K. Rautray, Dean Administration   | : | Member   |
| 10. | Prof. S.K. Panigrahi, Controller of Academics   | : | Member   |
| 11. | Prof. N.P. Patro, Director EDP & IQAC   | : | Member   |
| 12. | Prof. K.K. Mishra, Dean Academics   | : | Member   |
| 13. | Prof. Jaygopal Jena, HoD, CE  | : | Member   |
| 14. | Prof. P.R. Mohapatra, HoD, MBA  | : | Member   |
| 15. | Prof. T.P. Panigrahi, HoD, CSE  | : | Member   |
| 16. | Prof. Gopinath Palai, HoD, ECE  | : | Member   |
| 17. | Prof. S.K. Dash, HoD, EE  | : | Member   |
| 18. | Prof. S.K. Swain, HoD, EEE  | : | Member   |
| 19. | Prof. M.K. Pradhan, HoD, ME   | : | Member   |
| 20. | Prof. Biswajit Tripathy, HoD, CST   | : | Member   |
| 21. | Prof. Suvendu Chandan Nayak, HoD, CSIT  | : | Member   |
| 22. | Prof. Deepti Bala Mishra, HoD, MCA  | : | Member   |
| 23. | Prof. Smitarani Patro, Deptt of Humanities  | : | Member   |
| 24. | Prof. Chandrakanta Nayak, Deptt of ME   | : | Member   |

25. Prof. B.P. Mishra, Director (R&D) : Convener

The **leave of absence** was granted to the following members:

1. Prof. Amiya Kumar Rath, Professor, CSE, VSSUT, : Member  
Burla & Adviser, NAAC, Govt. of India, Bangalore
2. Prof. Mrutyunjaya Panda Reader, Deptt. of Computer : Member  
Science and Applications, Utkal University,  
Bhubaneswar
3. Prof. S.C. Mahapatra, Dean S.W. : Member

**1.1 Welcome to all the distinguished members of the august body by the Convener:**

The Director (R&D) and Convener of GITA Academic Council welcomed all the esteemed members present in the meeting (online) and requested Principal-cum- Chairman of the Academic Council to chair the 1<sup>st</sup> Academic Council Meeting of GITA Autonomous College, Bhubaneswar. The documents related to the conferment of autonomous status by UGC, due approval by State Government and affiliated university, BPUT, Odisha were placed at Appendix I, II, III before the council members for information.

**1.2 Academic Calendar for the academic session 2021-22:**

The Principal informed the House that the institution has adopted the academic calendar as published by the BPUT for the academic session 2020-21 and has prepared the academic calendar for the academic session 2021-22 keeping in view the academic calendars published by both BPUT and AICTE across all the semesters and all streams. The academic calendar for the session 2021-22 is placed for approval (Appendix-IV).

**Resolved:** The Academic Calendar for the academic sessions 2020-21 and 2021-22 with a minimum of 90 working days are approved and the Dean Academics is requested for a proper implementation of the same.

**(Action – Dean Academics)**

**1.3 Syllabus with credit system for all streams:**

The Principal informed that the institution has adopted the syllabus as prescribed by the BPUT in the First Semester of all the streams for the academic session 2020-21. However, the institution has added an extra course in the Second Semester of B. Tech, MBA and MCA streams in addition to the existing syllabus of the BPUT. The detail of the courses is given below –

Sl. No.	Stream	Name of the Course	Credit
1	B. Tech	Business Communication (Theory)	02
2	MBA	Self-Development and Inter Personal Skill Lab	02
3	MCA	Skill Development (Theory)	02

The syllabus for all these above courses is placed for approval (Appendix-V). The Principal has also placed the credit and CGPA system which is prepared in line with the BPUT for approval (Appendix-VI). The Principal informed that the institution is going to adopt the same policy as adopted by the BPUT with regard to change of branch by the students in the second year and seeks approval on this (Appendix-VII).

**Resolved:** The syllabus for the new courses in the second semester is approved. The Credit and CGPA system along with the CGPA to percentage conversion formula as formulated by the BPUT are also approved. The Controller of Examination and Dean Academics are requested to implement the same from the academic session 2020-21. The policy, as adopted by the BPUT, for the change of branch by students in the second year is also approved.

$\text{Equivalent Percentage of Mark} = (\text{CGPA} - 0.50) \times 10$
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**(Action – Controller of Examination and Dean Academics)**

**1.4 Conduct of Online classes:**

With regard to the conduct of online classes for the students, the Principal informed that in view of the ongoing Covid – 19 pandemic situations and as per the directives issued by the Govt. of Odisha, the institution is conducting online classes for the 2<sup>nd</sup> semester students which started from 21<sup>st</sup> June 2021 for all the students of all the streams except MBA. The classes for 2<sup>nd</sup> semester, MBA students have started from 24<sup>th</sup> June 2021. All the faculty members are engaged in taking classes through online mode from their houses. The 4<sup>th</sup> semester MBA classes, 6<sup>th</sup> semester B. Tech classes



are being conducted on online mode from 9<sup>st</sup> February, 2021 as per the notification of BPUT, Odisha.

**Resolved:** It is resolved that online class is to continue as long as the Government does not issue any such notification for conduct of off line classes. Proper care is to be taken for doubt clearing of the students and conduct of examination as per the academic calendar.

**(Action – Dean Academics/ Controller of Examination)**

### **1.5 Conduct of Online examination:**

The Principal informed that the institution has engaged Merittrac, a reputed organization, which has a good track record of conducting online examinations smoothly and effectively for several institutions such as IIM, Ahmedabad, SRM University, ICFAI, Manipal University, etc. The institution has conducted the online End Semester examination for the first semester students from 14<sup>th</sup> June 2021 to 22<sup>nd</sup> June 2021. Dr. K. K. Mishra, the Controller of Examination has described the process of the conduct of online examination and seeks approval regarding this. The Principal has also tabled the result of the said semester examination for approval. The overall result of the institution for the first semester examination across all the streams is placed for approval. (Appendix – VIII)

**Resolved:** The engagement of Merittrac Software Company for the conduct of online end semester examination is approved. The process adopted by the institution for conduct of examination as well as the publication of result for the said examination are also approved. The Controller of Examination is requested to address the grievances of the students as quick as possible with regard to their result. It is also approved to conduct the back paper and supplementary examination for the left-out students and failed students in all streams. The members also suggested to use multiple correct answers to prevent cheating and it was resolved.

**(Action – Controller of Examination)**

### **1.6 Provisions for absentees and Supplementary examination:**

The Controller of Examination informed that since the institution has conducted the end semester examination for the first semester students using online mode, there were some technical or network issues at the students' end for which some students were not able to appear the examination. The Principal proposes to conduct an off line examination for such absentees after the resumption of regular off line classes.

Regarding Supplementary examination, the Principal suggested to conduct such examination during summer vacation every year for those students who have got a back paper in any subject in that particular year so as to enable them to concentrate on studying the subjects meant for the next semester. Prof. S. K. Dash and Prof. S. Pattnaik suggested for a registration fee to appear such back paper examination.

**Resolved:** It is resolved that the offline / online examination for interested and absentee students (willful / technical issue) be conducted during summer vacation. It is also resolved that a provision of registration fee is to be made for appearing the back paper examination and conduct doubt clearing classes for such students during summer vacation. The registration fee and the remuneration for the faculties taking classes during summer vacation are to be decided by Principal.

**(Action – Dean Academics/ Controller of Examination)**

### **1.7 Question Pattern and Distribution of Mark:**

The Dean Academics proposed a Continuous Evaluation process for the students which includes Quiz and Surprise Test, regularity & punctuality in attending classes, assignments, laboratory classes and its assessment, mid-semester examination and end semester examination although the institution is following the syllabus of BPUT. The detail of the question pattern as given below is put for approval.

#### **Distribution of Marks:**

(Quiz and Surprise Test, Regularity & Punctuality, Assignments)	– 15 marks
(To be assessed by the concerned subject teacher 5+5+5)	
Mid - Semester Examination of two hours duration	– 25 marks
End Semester Examination of three hours duration	– 60 marks
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Total	– 100 marks

#### **Practical and its assessments:**

Experiment (work) planning and execution	-20 marks
Results and interpretation	-30 marks
Report	-30 marks
Understanding on the theory related viva-voce to experiment	-20 marks
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Total	-100 marks

The procedure as formulated by BPUT will be followed for the award of SGPA & CGPA during publication of result.

Regarding the question pattern for online examination, the institution has proposed to follow the lower order thinking skills such as remembering, understanding and applying as per the Bloom's Taxonomy. The weightage proposed on these skills is as follows for approval–

Remembering – 20 marks (40 MCQs with 0.5 mark each)

Understanding – 20 marks (20 MCQs with 1 mark each)

Applying – 20 marks (10 MCQs with 2 marks each)

However, for offline examination, after the restoration of normal situation, the question pattern will be as follows:

#### Question paper pattern

##### 1. Mid-Semester examination

- o Duration 1.5 hrs. Question paper contains 3 Parts
- o Part 1 contains 10 short answer question (answer any six) of 1 mark each for both UG & PG programme
- o Part 2 contains 5 focused short answer type question (answer any three) of 3 marks each for both UG & PG programme
- o Part 3 contains 4 Long answer type question (answer any two) of 5 marks each for both UG & PG programme

##### 2. End-Semester examination

- o Duration 3 hrs. Question paper contains 3 Parts
- o Part 1 contains 12 short answer question (answer any ten) of 2 marks each for both UG & PG programme covering entire syllabus.
- o Part 2 contains 7 focused short answer type question (answer any five) of 4 marks each for both UG & PG programme covering entire syllabus.
- o Part 3 contains 4 Long answer type question (answer any two) of 10 marks of both UG & PG programme covering entire syllabus.

Prof. A. Rautray and Prof. S. K. Dash suggested that the duration for the Mid – Term examination to be two hours instead of one hour and thirty minutes so that the students will be able to perform better. All the members appreciated the suggestion. Prof. S. Behera suggested to shuffle the questions by making a greater number of questions sets to make the online examination free and fair which is unanimously accepted.

**Resolved:** It is resolved that the distribution of marks and question pattern as proposed by the Dean Academics is approved. It is also resolved to increase the duration of the Mid – term examination to two hours and shuffle the questions by preparing more question sets during online examinations. The method adopted for computation of SGPA and CGPA which is in line with BPUT is also approved.

**(Action – Dean Academics/ Controller of Examination)**

### **1.8 Policy for Question Paper Setting:**

The Controller of Examination informed that for the on-line examination, all the faculty members engaged in first semester classes were asked to submit a set of 300 MCQs for every subject with a proper weightage to the thinking skills such as remembering, understanding and applying as per Bloom's Taxonomy. Accordingly, the faculty members have submitted the same to the examination section. The institution has appointed moderators in each subject for the selection of questions from the question bank for the end semester examination. After a thorough scrutiny by the examination committee, three sets of questions were prepared for each subject well in advance and one set was randomly chosen and uploaded by the Controller of Examination with approval from the Principal for the final examination before 15 minutes of the commencement of the examination. High level of transparency, security and secrecy have been ensured during the entire examination process.

**Resolved:** It is resolved that the policy for question paper setting is approved and the moderators are to be experts from the respective subjects. It is also resolved that the Controller of Examination be empowered to use the other sets of questions in exigency to continue the process of examination.

**(Action – Controller of Examination)**

### **1.9 Introduction of Ph. D. Program in different Streams:**

The Director, Research and Development of the institution proposed to start Ph. D. program in the relevant subjects/areas where expert faculties are available for providing guidance to research scholars. He also said that this will facilitate a lot of scholars to pursue their Ph. D. education in this institution. Moreover, it will enhance the research culture which will be helpful to improve the ranking in NIRF and uplift the reputation of the institution. The Principal informed that the institution is now eligible to introduce Ph. D. program on the basis of conferment of autonomous status by the UGC. He also informed that the institution has adequate infrastructure for such program as the institution is notified by DSIR, Government of India, as a Scientific and Industrial

Research Organization (SIRO) vide F.No.11/655/2015-TU-V, Dated 27.07.2015 (Appendix-IX). The institution has also been recognized as a Research Center of BPUT. It has also been approved as a Host Institute for Incubation Center by MSME, Govt. of India since 2018 (Appendix-X). Recently it has been sanctioned with AICTE IDEA Lab by the AICTE with 48 other colleges in India (Appendix-XI) in order to facilitate the students and faculty to “engage, explore, experience, express and excel” as envisioned by the Hon’ble Prime Minister of India in the wake of the release of National Education Policy - 2020. All the members agreed to the proposal. Prof. S. K. Pattnaik and Prof. S.K. Dash suggested that the scholars should be provided with a stipend of minimum Rs.15,000/- per month for their research activities and in return they can be engaged in the institution for taking laboratory classes. The Dean Administration appreciated the proposal and requested the Principal to consider this. The members expressed their concern about Inbreeding research and suggested to conduct research on Industrial/ social problems. The Dean Academics placed the rules and regulations pertaining to the Ph. D. program for approval.

**Resolved:** The introduction of Ph. D. program in the institution is approved and the Principal is requested to take necessary steps for approval from the concerned authorities. The Principal is suggested to make stipend provision for the research scholars. The Rules and Regulations for the Ph. D. program (Appendix-XII) is also approved.

**(Action – Director Research and Development)**

#### **1.10 Introduction of New Integrated M.Sc. Programs:**

The Principal has proposed to introduce Integrated M.Sc. Programs in Applied Physics, Applied Chemistry and Applied Mathematics & Computing considering the growing demand of these courses at the present time and availability of excess and experienced highly qualified faculty members in these departments of the institution. He has also proposed to introduce these courses with due approval from the University from the academic session 2021-22 with an intake capacity of 30 each. The syllabus, as formulated by BPUT, for these courses is placed for approval by the Council.

**Resolved:** It is resolved to approve the introduction of Integrated M. Sc. Program in Applied Physics, Applied Chemistry and Applied Mathematics & Computing in the institution. It is also resolved that the syllabus for these programs be approved. It is suggested that the institution should make provision for the students to exit the program after successful completion of the B.Sc. level.

**(Action – Dean Academics/ Controller of Examination)**

### **1.11 Redressal of Student Grievance during the Pandemic:**

The Controller of Academics informed the House that the institution is adopting an effective mentoring system in which each faculty member is assigned with 20 students. The mentor is made responsible for every activity of the students by developing an excellent rapport with the student. The mentor takes care of the all-round development of the student. The mentors are also in regular touch with the parents of the students. He also informed that as it is not possible for the mentors for a face-to-face interaction with the students during the pandemic, they are advised to form a WhatsApp group and counsel the students not to be frightened of the virus and the ways to keep them safe by following the Covid guidelines. The mentoring system has been successfully utilized during the online examination to redress the grievances of the students. All the members appreciated the mentoring system adopted by the institution.

**Resolved:** It is resolved that the mentoring system adopted by the institution be approved and such system be used for an immediate redressal of the grievances of the students.

**(Action – Controller of Academics)**

### **1.12 Constitution of Student Council:**

Regarding the constitution of the Student Council, the Dean Academics informed that the Student Council is an essential Body of the institution as this Body provides a proper feedback on teaching quality and mentoring in the institution. He has proposed to include top two students from each discipline, considering their class Regularity, Punctuality, Performance in the examinations (both mid-semester and end-semester) and their involvement in the co-curricular and extra-curricular activities, in the Council. The Council will sit at least twice in a semester to fulfil the academic demands of the students. Although the institution collects feedback from students and all other stake holders, the feedback collected from the Student Council will be prioritized. All the members supported the constitution of the Student Council.

**Resolved:** It is resolved that the Student Council be constituted as discussed.

**(Action – Dean Academics)**

### **1.13 Constitution of the Board of Studies:**

The Principal informed that the Board of Studies for each department have been constituted following the guidelines as formulated by the UGC. The Board of Studies of respective departments is placed before the House for approval (Appendix- XIII). He also informed that the institution has proposed the names of six eminent academicians to the BPUT as University

Nominee and the hon'ble Vice Chancellor has kindly approved one name from the list to be included in the Board of Studies of each department.

**Resolved:** The Board of Studies for each department is approved as it is prepared as per the guidelines of the UGC and includes the nominees from the BPUT. Also resolved that the name list of the members of Board of Studies be circulated among the members for further suggestions.

**(Action – Dean Academics)**

#### **1.14 Academic regulation:**

The Dean Academics placed the Academic Regulation of GITA Autonomous College and informed that it is prepared in line with the BPUT (Appendix-XIV). After discussion all the members agreed to approve the Academic Regulation from the academic session 2020-21. However, some members suggested to include the provision of financial assistance to the students in the academic regulation.

**Resolved:** The Academic Regulation for GITA Autonomous College is approved with effect from the academic session 2020-21 with a request to the Principal to include the provisions related to the financial assistance to the students.

**(Action – Dean Academics)**

The meeting ended with a vote of thanks to the hon'ble members.



**Convener  
Academic Council**



**Chairman  
Academic Council**



# **GITA Autonomous College, Bhubaneswar**

(Affiliated to BPUT, Odisha)

## **2<sup>nd</sup> Meeting of the Academic Council**

**Venue: Conference Hall, GITA Autonomous College, Bhubaneswar**

**Date: Saturday, March 11, 2023**

**Time: 11:00 AM**

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### **MINUTES**

The agenda of the meeting was as follows:

#### **Agenda**

1. Confirmation of the Proceedings of the 1st Academic Council Meeting
2. Approval of Academic Calendar for the sessions 2022-23:
3. Approval of Course structure and Syllabus
4. Approval and Publication of Results
5. Increase in Intake and Introduction of New Course
6. New Ph. D Regulations in line with 2022 notification by UGC
7. Appointment of Faculty Members
8. Purchase of Books, Journals and Plagiarism software
9. Publication of Research papers
10. Establishment of Center of Excellence (Industrial IoT)
11. Any other item with the permission of the chair:

#### **Members present in the meeting:**

Prof. M.K. Roul, Principal	:	Chairman
Prof. Sribatsa Behera, Dean, SRIC OUTR, Bhubaneswar	:	Member
Prof. Manas Ranjan Nayak Director CD, BPUT, Odisha, Rourkela	:	Member
Prof. Aurobinda Routray Professor, Electrical Engineering Department, IIT, Kharagpur (W.B.)	:	Member
Prof. S. K. Dash Head, Deptt of Mechanical Engineering IIT, Kharagpur (W.B.)	:	Member
Dr. Srikant Patnaik Director, IIMT, Bhubaneswar	:	Member



Prof. Mrutyunjaya Panda Associate Professor, Utkal University, Bhubaneswar	:	Member
Prof. R.K. Mishra, Retd. Professor Mechanical Engineering, VSSUT, Burla	:	Member
Prof. S.C. Mishra Retd. Principal, College of Engineering & Technology, Bhubaneswar	:	Member
Prof. P.K. Rautray, Dean Admin.	:	Member
Prof. K.K. Mishra, Dean Academics	:	Member
Prof. S.K. Panigrahi, CoA	:	Member
Prof. N.P. Patro, PIC (EDP & IIPC)	:	Member
Prof. Smitarani Patro, Asso Prof.	:	Member
Prof. Chandrakanta Nayak, Asso. Prof.	:	Member
Prof. T.P. Panigrahi, HoD CSE	:	Member
Prof. P.K. Bal, HoD CSE (DS)	:	Member
Prof. S.K. Nayak, HoD CST	:	Member
Prof. P. Giri, HoD CSIT	:	Member
Prof. N.K. Kamila, HoD CSE(AI)	:	Member
Prof. G. Palai, HoD ECE	:	Member
Prof. S.K. Dash, HoD EE	:	Member
Prof. S.K. Swain, HoD EEE	:	Member
Prof. M.K. Pradhan, HoD ME	:	Member
Prof. Joygopal Jena, HoD CE	:	Member
Prof. D.B. Mishra, HoD MCA	:	Member
Prof. Janardan Dash, HoD MBA	:	Member
Prof. B.P. Mishra, PIC (R&D)	:	Member

The leave of absence was granted to the following members:

Prof. P.K. Parhi, Professor, Civil Engineering OUTR, Bhubaneswar	:	Member
Prof. Amiya Kumar Rath, Professor CSE, VSSUT, Burla & Advisor to NAAC, Govt. of India, Bangalore	:	Member
Dr. Nilamadhab Tripathy Senior system analyst, IBM	:	Member

The 2<sup>nd</sup> meeting of the Academic Council was held in the Conference Hall of GITA Autonomous College, Bhubaneswar at 11.00 AM on 11/03/2023 with Dr. M. K Roul, Principal on the Chair. At the outset, Dr. B.P. Mishra, Convenor welcomed all the esteemed members for the kind presence and highlighted on the necessity of their valuable suggestions for the development of course curriculum and associated academic activities of the institution. The following resolutions were made after vivid discussion on the items as per the agenda.

**2.1. Confirmation of the Proceedings of the 1<sup>st</sup> Academic Council Meeting held on 17.07.2021 through Video Conference:**

The first meeting of the Academic Council was conducted through video conference on 17.07.2021 at 05:00 PM under the chairmanship of Prof. M. K. Roul, Principal, GITA Autonomous College, Bhubaneswar. Dr. K. K. Mishra, Dean Academics read out the proceedings of the previous meeting as well as the Action taken report before the Council.

**Resolution:** The proceedings of the 1<sup>st</sup> Academic Council meeting and the Action Taken report were confirmed.

**2.2. Approval of Academic Calendar for the session 2022-23:**

The institution has adopted the Academic Calendar published by the GITA Autonomous College, Bhubaneswar for 2022 – 23 Admission batch and designed the Calendar for 2020-21 Admission batch onwards. Hence, the Academic Calendar for the academic session up-to 2022-23 was prepared and placed before the Council for approval. The discussion was held on duration of semester, mid-term examination, end semester examination and supplementary examination. Prof. S.K. Dash proposed to introduce semester break in the academic calendar and suggested the academic calendar to be uploaded in the website of the institution.

**Resolution:** The Academic Calendar for the academic session 2022-23 is approved.

**2.3 Approval of Course Structure and Syllabus:**

The Academic Council members have gone through the detailed course structure and syllabus in line with the model curriculum provided by the AICTE for all the semesters and for all streams. Some members suggested for minor modification as per the requirement of the industry and the society before implementation. The structure and contents from 1<sup>st</sup> to 8<sup>th</sup> semester for the admission batch 2020-21 and 2021-22; the Structure from 1<sup>st</sup> to 8<sup>th</sup> semester and content up-to 2<sup>nd</sup> semester for admission batch 2022-23 for B. Tech courses & structure and content for MBA, MCA and M. Tech. up to 4<sup>th</sup> semester were placed for

approval. Prof. S.K. Dash suggested that all the basic courses of engineering and management must have 3 credits instead of 2 credits as presently mentioned in the syllabus. Prof. Manas Ranjan Nayak suggested that the duration of the induction programme should be for 21 days and is to be implemented on a hybrid mode. He also suggested that all the students should write a report on the induction programme and submit for evaluation. Prof. Aurobinda Routray Suggested that the student should submit a report on audit courses.

**Resolution:** The structure and contents from 1<sup>st</sup> to 8<sup>th</sup> semester for the admission batch 2020-21 and 2021-22; the Structure from 1<sup>st</sup> to 8<sup>th</sup> semester and content up-to 2<sup>nd</sup> semester for admission batch 2022-23 for B. Tech courses & structure and content for MBA, MCA and M. Tech. up to 4<sup>th</sup> semester are approved.

#### **2.4. Approval and Publication of Result:**

The Dean, Academics has placed the results of the semester examinations for the admission batch 2020-21 (odd & even), 2021-22 (odd & even) and 2022-23 (odd 1<sup>st</sup> semester) which were conducted by the institution along with the Tabulation Register Sheet before the Council and sought approval of the same. All the esteemed members have gone through the result of the semester examinations and unanimously consented for approval.

**Resolution:** The results of the semester examinations for the admission batch 2020-21 (odd & even), 2021-22 (odd & even) and 2022-23 (odd 1<sup>st</sup> semester) which were conducted by the institution along with the Tabulation Register Sheet are approved.

##### **2.4.1 New Question format**

The Dean, Academics has placed the new question format which was modified as suggested by the esteemed members of the NBA expert team, during their visit to the institution in the month of July 2022. The new question pattern includes Bloom's Taxonomy level, Course Outcome and Program Outcome/ Program Specific Outcome mapping. The modified question pattern was placed before the Council for approval. All the esteemed members appreciated and agreed to approve the new question pattern,

**Resolution:** The new question pattern that includes Bloom's Taxonomy level, Course Outcome and Program Outcome/ Program Specific Outcome mapping, as suggested by the esteemed members of the NBA expert team, is approved.

#### 2.4.2 MOOCs Courses

The Dean, Academics presented that in order to facilitate the students to study the honours and minor subjects of 20 credits of B. Tech through MOOCs (vide Academic Regulation 3.2), the interested students should register as per the notification and intimate the same to CoE, GITA Autonomous College, Bhubaneswar. The college will issue separate grade sheet for the honours and minor subjects after obtaining MOOCs certificate from the students duly attested by the Head of the Department. He also presented the list of the subject (department wise) from SWAYAM NPTEL and sought approval of the Council. All the esteemed members of the Council agreed to approve the same.

**Resolution:** The list of the subject (department wise) from SWAYAM NPTEL as a part of MOOCs courses is approved.

#### 2.4.3 List of experts for setting questions/ conducting viva-voce/evaluating M. Tech thesis:

The Dean, Academics informed the Council that the Board of Studies of each department has suggested to prepare a list of experts for setting questions, conducting viva-voce and evaluating M. Tech. thesis. Accordingly, all the departments have prepared the same. The Dean, Academics placed the list before the Council for approval. Prof. Manas Ranjan Nayak suggested to create a pool of experts with minimum of 5 years of teaching experience in the specified field to generate question paper bank. Further he suggested that question format must be discussed and shared with students by all teachers. All the members appreciated the proposal given by Prof. Nayak and agreed to approve the list.

**Resolution:** The list of experts for setting questions, conducting viva-voce and evaluating M. Tech. thesis is approved.

#### 2.5. Increase in Intake & Introduction of new courses:

The Dean, Academics presented before the Council that in order to accommodate a greater number of students for Computer Science education and keeping in view the broader job prospective in the software sector, the institute proposes to increase in intake in MCA from 120 seats to 180 seats and in Computer Science and Engineering (Data Science) from 60 seats to 120 seats.

The institution also proposes introduction of new PG courses in VLSI & Embedded Systems under Electronics & Communication Engineering Department, in Water Resources Engineering under Civil Engineering Department and in Cyber Security under Computer

Science and Engineering Department with 18 seats each. All the members felt the necessity of the same and agreed to the proposal.

**Resolution:** The increase in intake in MCA from 120 seats to 180 seats, in Computer Science and Engineering (Data Science) from 60 seats to 120 seats and introduction of new PG courses in VLSI & Embedded Systems under Electronics & Communication Engineering Department, in Water Resources Engineering under Civil Engineering Department and in Cyber Security under Computer Science and Engineering Department with 18 seats each are approved.

## **2.6 New Ph. D. Regulations in line with 2022 Notification by UGC:**

The Dean, Academics presented before the Council the Amendment in Ph.D. Regulation 2021-22 which is prepared in line with the 2022 Notification by UGC and sought for approval. The said amendment reads as follows:

- a) Clause No. Ph. D. 6.2(iv) regarding appointment of Supervisors and co – supervisors of GITA Autonomous Ph.D. Regulation 2021-22 be replaced as “Faculty members with less than three years of service before superannuation shall not be allowed to take new research scholars under their supervision. However, such faculty members can continue to supervise Ph.D. scholars who are already registered until superannuation and as a co-supervisor after superannuation, but not after attaining the age of 70 years.”
- b) Clause No. Ph. D. 18.3 regarding thesis submission of GITA Autonomous Ph.D. Regulation 2021-22 be replaced as “Each candidate shall publish a minimum two research papers as the first author or corresponding author in referred SCOPUS/ SCI/ SCIE/ SSCI indexed Journals with respect to UGC listed Referred Journals and two conferences papers published in the proceedings of national/ international conferences based on his/her research work for the Ph.D. degree, before submission of the Synopsis for adjudication and produce evidence for the same in the form of reprint or acceptance letter from the Publisher(s) of the Journal. Papers published prior to the enrolment shall not be counted for this purpose. The scholar shall invariably mention GITA Autonomous College, Bhubaneswar as affiliation in all his/her publications. This is the required criteria for Synopsis and Thesis submission. The DSC shall verify all the above said publication requirements before recommending Synopsis / Thesis submission.”

Prof. Manas Ranjan Nayak proposed to have one Ethical Council to carry out the plagiarism check and maintain the data base. He also suggested to publish the list of supervisors every

year from all departments to accept the research scholars. Prof. S.K. Dash suggested to assign more number of courses by the DSC members for research scholars interested to carry out inter disciplinary research. The Dean, Academics also presented the admission status into the Ph.D. Program in GITA Autonomous College, Bhubaneswar for information of the Council and all the members appreciated it. Prof. Srikant Patnaik suggested that conference paper should be published in scopus indexed conference proceedings.

**Resolution:** The Ph.D. Regulation 2021-22 which is prepared in line with the 2022 Notification by UGC as placed above is amended and approved with immediate effect.

## 2.7. Appointment of Faculty members

The Dean, Academics has presented before the Council the necessity of appointing 10 (Ten) faculty members (04 in MCA, 04 in CSE DS and 02 in CSE) for the smooth conduct of classes from the academic session 2023-24 which is expected to commence in the month of August as the institution is going to increase the intake and introduce new courses at various levels. He also informed that the institution has already appointed 31 (Thirty-One) faculty members in various departments during the session 2022-23. All the members agreed for the appointment of faculty members and the process is to be completed by July 2023.

**Resolution:** The appointment of 10 (Ten) faculty members (04 in MCA, 04 in CSE DS and 02 in CSE) for the academic session 2023-24 is approved.

## 2.8. Purchase proposal for books, Journals, Plagiarism Software:

The Dean, Academics presented the budget of Rs. 25,50,000/ (Twenty-Five Lakh Fifty Thousand only) reflecting purchase of various items for the library for the academic session 2023-24. The details of the budget as placed by the Dean, Academics is as follows.

BUDGET AREA	SPECIFIC REQUIREMENTS	COST(IN RS)
Library Collection	Books	5,00,000.00
Library Resources	Journal & Magazine (Hard Copy)	50,000.00
Library e-Resources	Journal & Magazine	14,00,000.00
Library Plagiarism Software	Turnitin or Copyleaks	5,00,000.00
Misc. Contents	Multimedia System, other maintenance materials	1,00,000.00
Total		25,50,000.00

The members of academic council accepted the budget for library and Prof. Aurobinda Routray suggested that alumni of GITA Autonomous College, Bhubaneswar should donate

text book so that more numbers of text books will be available for reference and study. He also suggested that the faculty, students and the institution should be members of NDLI Club to which the Principal replied that the institution has already become a member of the Club. Prof. Routray appreciated the step taken by the institution.

**Resolution:** The budget of Rs. 25,50,000/ (Twenty-Five Lakh Fifty Thousand only) reflecting purchase of various items for the library for the academic session 2023-24 is approved.

## **2.9. Publication of Research Paper**

The Dean, Academics informed the Council that during the last three academic years, 341 numbers of research papers have been published by the faculty members of GITA Autonomous College in SCI/ Scopus indexed Journals and 288 numbers of research papers have been published in Conference Proceedings. He also proposed that the faculty member, who does not publish a single research paper in an academic year in SCI / Scopus indexed journals, will not be granted annual increment and promotion. Prof. S.K. Dash suggested that in lieu of publication, patent should also be considered. Prof. Manas Ranjan Nayak suggested that the students who publish research paper after the issue of the enrolment number should be considered for the submission of Ph.D. thesis. Prof. S. Behera appreciated the research publication by the faculty members of the institution during the last three years.

**Resolution:** The faculty member, who neither publishes a single research paper in an academic year in SCI / Scopus indexed journals nor publishes a patent, will not be granted annual increment and promotion and the publication of research paper after the issue of the enrolment number to be considered for the submission of Ph.D. thesis are approved.

## **2.10. Establishment of Centre of Excellence**

The Dean, academics informed the Council that BPUT, Odisha has selected GITA Autonomous College, Bhubaneswar for the establishment of centre of excellence (Industrial Automation using IoT) and a tri-party MoU will be signed among BPUT, Odisha; CTTC, Bhubaneswar and GITA Autonomous College for development of Skilled Manpower in the field of IoT. All the members of the Council appreciated the proposal and expressed willingness for the proposal.

**Resolution:** The establishment of centre of excellence (Industrial Automation using IoT) in GITA Autonomous College is approved.

## 2.11 Any other item with the permission of the Chair:

Prof. Manas Ranjan Nayak and Prof. M. Panda suggested to carryout Faculty Development Program, Student Development Program and Industry Linked Development Program for both faculty and student on a regular basis for better placement of the students. Prof. A. Routray suggested to encourage the students to undertake minor projects applying Machine Learning and IoT.

**Resolution:** The proposal to carryout Faculty Development Program and Student Development Program on a regular basis and also to encourage students to undertake minor projects are approved.

The meeting ended with a vote of thanks by Dr. P. K. Rautray, Dean Administration to the Chair and all the esteemed members of the Council.



Convenor  
Academic Council



Chairman  
Academic Council





**GITA Autonomous College, Bhubaneswar**  
(Affiliated to BPUT, Odisha)

**3<sup>rd</sup> Meeting of the Academic Council**

**Venue: Conference Hall, GITA Autonomous College, Bhubaneswar**

**Date: Tuesday, January 23, 2024**

**Time: 03:00 PM**

**MINUTES**

The agenda of the meeting was as follows:

**Agenda**

1. Confirmation of the Proceedings of the 2<sup>nd</sup> Academic Council Meeting
2. Approval of Academic Calendar for the sessions 2023-24
3. Approval of Course structure and Syllabus
4. Implementation of NEP 2020
5. Extension of validity of NAAC & NBA Accreditation
6. Approval and Publication of Results
7. Issue of Provisional Certificate and Grade Sheet
8. Increase in Intake and Introduction of New Course
9. New Ph. D. Regulations in line with BPUT Guidelines 2023
10. Appointment of Faculty Members
11. Purchase of Books, Journals and Plagiarism software
12. Publication of Research papers & Patents
13. New Ph. D. Regulations in line with BPUT Guidelines 2023
14. Introduction of Half Yearly Newsletter
15. Continuation of indigenous Journal "IJRAS"
16. Graduation Day
17. Any other item with the permission of the chair

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*23.01.24*

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*23-01-24*  
Principal  
GITA Autonomous College  
Bhubaneswar

**Members present in the meeting:**

Prof. M.K. Roul, Principal	:	Chairman
Prof. Sribatsa Behera, Dean, SRIC OUTR, Bhubaneswar	:	Member
Prof. Sujit Kumar Khuntia Director CD, BPUT, Odisha, Rourkela	:	Member
Prof. P.K. Parhi, Professor, Civil Engineering OUTR, Bhubaneswar	:	Member
Dr. Nilamadhab Tripathy Senior system analyst, IBM	:	Member
Prof. Aurobinda Routray Professor, Electrical Engineering Department, IIT, Kharagpur (W.B.)	:	Member
Prof. S. K. Dash Head, Deptt of Mechanical Engineering IIT, Kharagpur (W.B.)	:	Member
Dr. Srikant Patnaik Director, IIMT, Bhubaneswar	:	Member
Prof. Mrutyunjaya Panda Associate Professor, Utkal University, Bhubaneswar	:	Member
Prof. R.K. Mishra, Retd. Professor Mechanical Engineering, VSSUT, Burla	:	Member
Prof. S.C. Mishra Retd. Principal, College of Engineering & Technology, Bhubaneswar	:	Member
Prof. P.K. Rautray, Dean Admin.	:	Member
Prof. K.K. Mishra, Dean Academics	:	Member
Prof. S.K. Panigrahi, CoA	:	Member
Prof. N.P. Patro, PIC (EDP & IIPC)	:	Member
Prof. Smitarani Patro, Asso Prof.	:	Member



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Prof. Chandrakanta Nayak, Asso. Prof.	:	Member
Prof. T.P. Panigrahi, HoD CSE	:	Member
Prof. P.K. Bal, HoD CSE (DS)	:	Member
Prof. Bijayalaxmi Panda, HoD CST	:	Member
Prof. P. Giri, HoD CSIT	:	Member
Prof. N.K. Kamila, HoD CSE(AI)	:	Member
Prof. D. K. Nayak, HoD ECE	:	Member
Prof. S.K. Dash, HoD EE	:	Member
Prof. S.K. Swain, HoD EEE	:	Member
Prof. M.K. Pradhan, HoD ME	:	Member
Prof. Joygopal Jena, HoD CE	:	Member
Prof. D.B. Mishra, HoD MCA	:	Member
Prof. Janardan Dash, HoD MBA	:	Member
Prof. B.P. Mishra, PIC (R&D)	:	Member
Prof. L.D.Thomas	:	Member
Prof. K. Mohapatra	:	Member

The 3<sup>rd</sup> meeting of the Academic Council was held in the Conference Hall of GITA Autonomous College, Bhubaneswar at 03.00 PM on 23/01/2024 with Dr. M. K Roul, Principal on the Chair. At the outset, Dr. B.P. Mishra, convener welcomed all the esteemed members for the kind presence and highlighted on the necessity of their valuable suggestions for the development of course curriculum and associated academic activities of the institution. The following resolutions were made after vivid discussion on the items as per the agenda.

### **3.1. Confirmation of the Proceedings of the 2nd Academic Council Meeting**

**held on 11.03.2023 at 11.00 AM:**

The second meeting of the Academic Council was conducted in the Conference Hall of GITA Autonomous College, Bhubaneswar at 11 AM on 11.03.2023 under the chairmanship of Prof. M. K. Roul, Principal, GITA Autonomous College, Bhubaneswar. Dr. K. K. Mishra, Dean Academics read out the proceedings of the previous meeting as well as the Action taken report before the Council. The proceedings of the said meeting have been shared earlier with all the esteemed members. All the members have given their kind consent to confirm the proceedings as well as the action taken report.



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Principal  
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**Resolution:** The proceedings of the 2<sup>nd</sup> Academic Council meeting and the Action Taken report were confirmed.

### 3.2. Approval of Academic Calendar for the session 2023-24:

Dr. K. K. Mishra presented the Academic Calendar of the institution for the academic session 2023- 24. The Calendar is prepared keeping in view the required number of academic days, mid semester and end semester examinations. All the members have gone through the Academic Calendar minutely and agreed to approve the same.

**Resolution:** The Academic Calendar for the academic session 2023-24 is approved.

### 3.3 Approval of Course Structure and Syllabus:

Dr. K. K. Mishra informed the House that the Board of studies for each department have gone through the detailed course structure and syllabus which has been designed in line with the model curriculum provided by the AICTE for all the semesters across all the programmes. The respective Board of Studies has also approved the Course Structure and sought approval of the Academic Council. Dr. S. K. Khuntia suggested that NPTEL courses should be included in the Course structure as Minor and Honours subjects and more number of students should be motivated to undergo such-courses. All the members appreciated the suggestion of Dr. Khuntia and advised the Principal to include such courses in the structure. After vivid discussion, the Council has decided to implement the same with minor modification as per the requirement of the industry and the society in the institution from the academic session 2023-24.


**Resolution:** The Course Structure and contents from 1st to 8th semester for the admission batch 2021-22 and 2022-23; the Structure from 1st to 8th semester and content up-to 2nd semester for admission batch 2023-24 for B. Tech courses & structure and content for MBA, MCA and M. Tech. up to 4th semester is approved.

### 3.4. Implementation of NEP 2020:

The Principal informed the House that the institution has already implemented NEP 2020 in the institution. He has also presented the various parameters such as inclusion of multi-disciplinary courses, multiple entry and exit for the students, provision of institutional scholarships, development of barrier – free environment, opening of account in Academic Bank of Credit, emphasis on research and innovation, promotion of entrepreneurship, introduction



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Principal  
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of vernacular language in the classroom, technology integration, arrangement of regular faculty development programmes, which have already been implemented in the institution. Dr. K. K. Mishra presented a detail of the activities undertaken in these parameters. All the members appreciated the activities and stressed on the complete implementation of NEP 2020 in the institution in the next session.

**Resolution:** The implementation of NEP 2020 programmes and the initiatives of the institution were approved.

### 3.5 Extension of validity of NAAC & NBA Accreditation:

Dr. K. K. Mishra informed the august House that the institution has been accredited by NAAC for the second cycle up to 31 December 2025 and NBA for four programmes - UG in Mechanical Engineering, UG in Civil Engineering, UG in Computer Science and Engineering and UG in Electronics and Communication Engineering - up to 30 June 2025. As only one-year is left for the reaccreditation process, the institution is planning to prepare for the third cycle of NAAC and also for the compliance of NBA. All the members appreciated the approach made by the institution and suggested that the institution should apply for NBA accreditation for more programmes like MBA, MCA, UG in CSIT, UG in CST, UG in EE and UG in EEE.

**Resolution:** The proposals were approved and given go ahead.


### 3.6 Publication of Result:

Dr. K. K. Mishra informed that the institution has conducted the Even semester examinations for the admission batch 2021- 22, 2022-23 and 2023-24. The result for the said examination is also placed for approval as (Annexure- V A). He also placed the Tabulation Register sheet as (Annexure- V B) for kind perusal and approval of the august House. The esteemed members have gone through the result in detail and appreciated the percentage of pass in these examinations and agreed to approve the result and the Tabulation Register Sheet.

**Resolution:** The results of the Even semester examinations for the admission batch 2021- 22, 2022-23 and 2023-24 which were conducted by the institution along with the Tabulation Register Sheet are approved.



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Bhubaneswar

### 3.7 Issue of Provisional Certificate and Grade Sheet:

Dr. K. K. Mishra brought to the notice of the honourable members that the affiliated university Biju Patnaik University of Technology (BPUT) issues Degree Certificate to the students who pass successfully in the semester examinations and the university takes some time to issue such certificate. In the meantime, the students appear several placement drives which require a provisional pass certificate and grade sheet. Hence, it is proposed before the House that in order to facilitate the students for appearing job interviews and take admission for higher studies, the issue of provisional pass certificate and grade sheet to the students for the academic year 2022-23 be approved. All the members felt the necessity of the provisional certificate and grade sheets of the students for appearing job interviews and applying for higher studies. Hence, all the members agreed to approve the proposal.

**Resolution:** The issue of Provisional Certificate and Grade Sheet in a specific format for students are approved.


### 3.8 Increase in Intake & Introduction of new courses:

The Principal informed the House that in view of the growing demand in Computer Science education and as per the policy of AICTE to encourage courses in emerging areas, the institution is planning for increase in Intake and introduction of new courses. The detail of such courses, as presented by the Principal, is given below.

S.N	Department	Program	Name of the course	New Course/ Increase	Seats
1	CSE (AI & ML)	UG	B. Tech in CSE (AI & ML)	Increase	From 60 to 120
2	CSE	UG	Computer Science and Engineering (Cyber Security)	New	60
3	CE	UG	B. Tech in Civil Engineering for working professionals	New	30



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4	ME	UG	B. Tech in Mechanical Engineering for working professionals	New	30
5	ECE	PG	M. Tech in Advanced Communication Technology	New	18

All the members felt the necessity of these courses and appreciated the proposal. Dr. S. Behera praised the initiative of the institution for the introduction of B. Tech. courses for working professionals as it will be beneficial for a large number of aspirants. All the members unanimously agreed to approve the proposal.

**Resolution:** The increase in intake and introduction of new courses as per the proposal put by the institution are approved.

### 3.9 New Ph. D. Regulations in line with BPUT Guidelines 2023:

Dr. K. K. Mishra informed the Council that recently BPUT has formulated Ph. D. regulations, 2023 for governing all Autonomous Colleges, Nodal Centre for Research and BPUT. He has put forward a copy of the same before the Council and also informed that the institution has prepared the Ph. D. regulations in line with BPUT Guidelines and sought approval of the Council to implement the regulations with immediate effect. All the members have gone through the regulations and agreed to approve with immediate effect.

**Resolution:** The Ph.D. Regulation prepared in line with BPUT Guidelines are approved and to be implemented with immediate effect.

### 3.10 Appointment of Faculty members:

The Principal informed that the institution has already appointed 22 faculty members during the session 2023-24 and sought the approval of the House for the appointments. He has submitted the detail process and list of faculty members appointed during the session. He



*K. Mishra*  
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GITA Autonomous College  
Bhubaneswar

assured that all the appointments are made as per UGC/AICTE norms. He again submitted that in view of increase in intake and introduction of new courses at various levels from the session 2024-25, the institution has a further requirement of 19 faculty members in various departments for the smooth conduct of classes. He has also placed the detail requirement of faculty members for the approval of the House. All the esteemed members unanimously agreed to approve the appointments and also agreed to appoint required number of faculty members during the session 2024-25.

**Resolution:** The appointment of 22 (Nineteen) faculty members during 2023 – 24 is approved. It is further approved that the Principal will take necessary steps for the appointment of required number of faculty members during the session 2024 – 25 following the norms laid by UGC/AICTE.

### **3.11 Purchase proposal for books, Journals, Plagiarism Software:**

Dr. K. K. Mishra, Dean Academics has presented a budget of Rs. 23,00,000.00 (Rupees Twenty-three Lakh only) for the session 2024-25 before the House for approval. It has included the details for purchase of books, journals and software with specification and cost. All the members have gone through the details minutely and agreed to approve the library budget.

**Resolution:** The budget of Rs. 23,00,000/ (Twenty-Three Lakh only) reflecting purchase of various items for the library for the academic session 2024-25 is approved.

### **3.12 Publication of Research Paper and Patents:**


The Dean, R&D informed the august Council that during the last three academic years, 347 numbers of research papers have been published by the faculty members of the institution in SCI/ Scopus indexed Journals and 381 numbers of research papers have been published in Conference Proceedings. All the members appreciated the effort of the faculty members and suggested the Principal to encourage such quality publications every year.

### **3.13 Publication of Annual Magazine “The Sandhyarag”:**

The Principal informed the House that the institute publishes its Annual Magazine “The Sandhyarag” regularly. However, due to the outbreak of Covid 19, the magazine was published online since 2020. He also added that the students have not taken active interest in the online



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GITA Autonomous College  
Bhubaneswar



publication of the magazine for which the number of articles has been decreased. He urged that in order to express the literary talent of the students, the annual magazine needs to be published in print form from this year. All the members appreciated the proposal put forward by the Principal and unanimously agreed to approve the proposal.

**Resolution:** The publication of the Annual Magazine "The Sandhyarag" in print form from the year 2024 is approved.

### 3.14 Introduction of Half Yearly Newsletter:

The Principal proposed to publish a Half Yearly Newsletter which would reflect the activities and achievements of all the departments of the institution. He suggested to constitute an editorial board for the publication of the Newsletter. It is decided that the title of the Newsletter will be "GITA Newsletter." He sought approval of the House to introduce the Half Yearly Newsletter of the institution in the name and style of "GITA Newsletter" and to bring out the first edition in the month of March. All the members appreciated the proposal by telling that it would bring all the departmental activities on a half yearly basis. Hence, all the members agreed to approve the proposal.

**Resolution:** The introduction of the Half Yearly Newsletter of the institution in the name and style of "GITA Newsletter" and the publication of the first issue in the month of March are approved.

### 3.15 Continuation of indigenous Journal "IJRAS":

The Dean, R&D informed that the Research & Development Cell of the institution was bringing out an indigenous research journal in the name and style of "International Journal of Research in Applied Science (IJRAS)". However, due to unavoidable reasons the publication of the journal has been hindered. He added that now most of our faculty members and students are into research and keen in publishing research papers. In this context, he proposed to continue the publication of the journal in both online and printed form and sought approval of the House to create online domain of the journal as well as to obtain ISSN number. Dr. Srikant Patnaik strongly felt that a research Journal is great to publish in a specific project related area which will not only advance research in the area but also create a sense of competition among departments to institutionalize more such Journals. All the members appreciated the proposal of the Dean R&D and the opinion of Dr. Patnaik and agreed to approve the proposal.



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GITA Autonomous College  
Bhubaneswar

**Resolution:** The continuation of “International Journal of Research in Applied Science (IJRAS)” with an online domain and ISSN number is approved.

### 3.16 Observation of Graduation Day:

Dr. K. K. Mishra, Dean Academics proposed to observe “Graduation Day” to felicitate the “Best Graduate” and all the passed out students of a batch. He also submitted the criteria for adjudging the Best Graduate and the guidelines are prepared in line with the BPUT regulations. He also said that the Best Graduate will be awarded with Gold Medal on the Graduation Day. The detail criteria for selection of the Best Graduate is as follows: -

- a) One student each from B. Tech, M. Tech, MBA and MCA will be selected for the award of Gold Medal.
- b) The Best Graduate / Gold Medal winner will be selected based on the highest Cumulative Grade Point Average secured by the graduate passing out in the academic year.
- c) For award of Gold Medal, if there is a tie in CGPA, the mark secured in all the end semester examinations will be taken into consideration.
- d) Candidate securing less than 8.50 CGPA will not be considered for the selection of Best Graduate/ award of Gold Medal.
- e) Student having Backlog in any semester shall not be considered for the selection of Best Graduate/ award of Gold Medal.

The Principal clarified that after getting conferred with autonomous status, the affiliating university BPUT will no longer award the Best Graduate from our institution. Hence, the institution has proposed for such award for our students. All the members appreciated the proposal very much and said that such award will highly motivate the students towards academics. Hence, all the esteemed members agreed unanimously to approve the proposal.



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Principal  
GITA Autonomous College  
Bhubaneswar



**Resolution:** The proposal to observe "Graduation Day" to felicitate the "Best Graduate" and all the passed out students of a batch is approved.

**3.17 Any other item with the permission of the Chair:**

**3.17.1 Internal & External Academic Audit:**

The Principal informed that in order to oversee academic activities and evaluate progress in academics, the institute has conducted both Internal and External Academic Audit program for each academic year. The internal Academic Audit involves two Heads of Departments from different branches auditing a third department using a prescribed format. Meanwhile, the External Academic Audit is conducted by two professors from an Odisha University for Technology and Research (OUTR) which is an institution of repute in Odisha. All the members suggested to carry out such audits every year and accordingly take necessary steps for the improvement of academics in the institution.



*K. M. Singh*  
23-01-24  
Convenor  
Academic Council

*B. and*  
Chairman 23-01-24  
Academic Council  
Principal  
GITA Autonomous College  
Bhubaneswar





**GITA Autonomous College, Bhubaneswar**  
(Affiliated to BPUT, Odisha)

**4<sup>th</sup> Meeting of the Academic Council**

**Venue: Conference Hall, GITA Autonomous College, Bhubaneswar**

**Date: Saturday, September 28, 2024**

**Time: 03:00 PM**

**MINUTES**

The agenda of the meeting was as follows:

**Agenda**

- 4.1 Confirmation of the Proceedings of 3<sup>rd</sup> Academic Council Meeting
- 4.2 Action Taken Report on the minutes of the meeting
- 4.3 Academic Calendar for the Session 2024-25
- 4.4 Approval of the minutes of meetings of the Board of Studies
- 4.5 Approval of Course Structure and Syllabus
- 4.6 NIRF Ranking 2024
- 4.7 Extension of validity of NBA & NAAC Accreditation
- 4.8 Publication of Result
- 4.9 Digital Evaluation of End Semester Examination
- 4.10 Issue of Provisional Certificate and Grade Sheet
- 4.11 Introduction of Digital Skilling Courses
- 4.12 Installation of Interactive Panel Boards in the classroom
- 4.13 Increase in Intake and Introduction of New courses
- 4.14 Appointment of Faculty Members
- 4.15 Purchase Proposal for Books, Journals and Plagiarism Software
- 4.16 Publication of Research Papers and Patents
- 4.17 Restructuring of Salary of faculty Members



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Principal  
GITA Autonomous College  
Bhubaneswar



4.18 Modification of Academic Regulations 2020-21

4.19 Any other item with the permission of the Chair

**Members present in the meeting:**

Prof. M.K. Roul, Principal	:	Chairman
Prof. Sribatsa Behera, Dean, SRIC OUTR, Bhubaneswar	:	Member
Prof. Sujit Kumar Khuntia Director CD, BPUT, Odisha, Rourkela	:	Member
Dr. Nilamadhab Tripathy Senior system analyst, IBM	:	Member
Prof. Aurobinda Routray Professor, Electrical Engineering Department, IIT, Kharagpur (W.B.)	:	Member
Prof. S. K. Dash Head, Deptt of Mechanical Engineering IIT, Kharagpur (W.B.)	:	Member
Mr. Radhakanta Samantara Vice President, Infinite Computer Solutions, India	:	Member
Dr. Srikant Patnaik Director, IIIT, Bhubaneswar	:	Member
Prof. Mrutyunjaya Panda Associate Professor, Utkal University, Bhubaneswar	:	Member
Prof. R.K. Mishra, Retd. Professor Mechanical Engineering, VSSUT, Burla	:	Member
Prof. S.C. Mishra Retd. Principal, College of Engineering & Technology, Bhubaneswar	:	Member
Prof. P.K. Rautray, Dean Admin.	:	Member
Prof. K.K. Mishra, Dean Academics	:	Member
Prof. N.P. Patro, PIC (EDP & IIPC)	:	Member



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Principal  
GITA Autonomous College  
Bhubaneswar



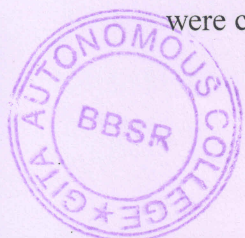
Prof. Smitarani Patro, Asso Prof.	:	Member
Prof. T.P. Panigrahi, HoD, CSE	:	Member
Prof. P.K. Bal, HoD, CSE(DS)	:	Member
Prof. Bijayalaxmi Panda, HoD, CST	:	Member
Prof. P. Giri, HoD, CSIT	:	Member
Prof. N.K. Kamila, HoD, CSE(AI)	:	Member
Prof. D. K. Nayak, HoD, ECE	:	Member
Prof. S.K. Dash, HoD, EE	:	Member
Prof. S.K. Swain, HoD, EEE	:	Member
Prof. M.K. Pradhan, HoD, ME	:	Member
Prof. Joygopal Jena, HoD, CE	:	Member
Prof. D.B. Mishra, HoD, MCA	:	Member
Prof. Janardan Dash, HoD, MBA	:	Member
Prof. B.P. Mishra, PIC (R&D)	:	Member

The 4<sup>th</sup> meeting of the Academic Council was held in the Conference Hall of GITA Autonomous College, Bhubaneswar at 03.00 PM on 28/09/2024 with Dr. M. K Roul, Principal on the Chair. At the outset, Dr. K.K. Mishra, Dean Academics welcomed all the esteemed members for the kind presence and highlighted on the necessity of their valuable suggestions for the development of course curriculum and associated academic activities of the institution. The following resolutions were made after vivid discussion on the items as per the agenda.

#### **4.1. Confirmation of the Proceedings of the 3rd Academic Council Meeting held on 23.01.2024 at 3.00 PM:**

The third meeting of the Academic Council was conducted in the Conference Hall of GITA Autonomous College, Bhubaneswar at 3 PM on 23.01.2024 under the chairmanship of Prof. M. K. Roul, Principal, GITA Autonomous College, Bhubaneswar. Dr. K. K. Mishra, Dean Academics read out the proceedings of the previous meeting as well as the Action taken report before the Council. The proceedings of the said meeting have been shared earlier with all the esteemed members. All the members have given their kind consent to confirm the proceedings as well as the action taken report.

**Resolution:** The proceedings of the 3<sup>rd</sup> Academic Council meeting and the Action Taken report were confirmed.



*K. K. Mishra*

*M. K. Roul*  
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#### 4.3. Approval of Academic Calendar for the session 2024-25:

Dr. K. K. Mishra presented the Academic Calendar of the institution for the academic session 2024- 25. The Calendar is prepared keeping in view the required number of academic days, mid semester and end semester examinations. Dr. A. Routray suggested to reduce contact hours and increase the self-study for students. Dr. S.K Dash suggested to check the number days correctly so as to make it 90 academic days in a semester. All the members have gone through the Academic Calendar minutely and agreed to approve the same.

**Resolution:** The Academic Calendar for the academic session 2024-25 is approved.

#### 4.4. Approval of the minutes of meetings of the Board of Studies:

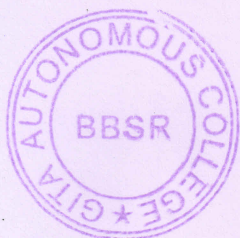
Dr. K. K. Mishra informed the House that all the departments of the institution have conducted the Board of Studies meetings to review and restructure the syllabus for the concerned departments keeping in view the recent advances in engineering and technology and also for the implementation of NEP 2020 in the institution. He also placed the minutes of such meetings before the august Council for approval. All the esteemed members agreed to approve the minutes of meetings of various Board of Studies.

**Resolution:** The minutes of meetings of the Board of Studies conducted by each department of the institution are approved.

#### 4.5. Approval of Course Structure and Syllabus:

Dr. K. K. Mishra informed that the Board of studies for each department have gone through the detail course structure and syllabus in line with the model curriculum provided by the AICTE for all the semesters and after vivid discussion resolved to implement the same with minor modification as per the requirement of the industry and the society from the academic session 2024-25 and the same was placed before the august Council for approval. Dr. A. Rautray, Dr. S .K.Khuntia, Dr. M. Panda and Mr. R. Samantara suggested to include more number of skill courses in the syllabus keeping in view the requirement of industry. All the members have gone through the Course structure and syllabus in detail and unanimously agreed to approve the same from the academic session 2024-25.

**Resolution:** The Course Structure and syllabus of each department of the institution are approved to be effected from the academic session 2024-25.



*K. K. Mishra*

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Principal  
GITA Autonomous College  
Bhubaneswar



#### 4.6. NIRF Ranking 2024:

Dr. K. K. Mishra announced that the institution has been placed in the rank band of 201-300 in engineering category by NIRF in 2024. He has also shown the documents for the perusal of the all the esteemed members. He also informed that the institution has been ranked five times in NIRF Ranking since 2017. All the members highly appreciated the efforts of all the stakeholders for this rare achievement and congratulated the Principal and other members of the institution with a suggestion to improve the ranking next year. Dr. S. Patnaik suggested to increase research publications, project & consultancy and patent publications to improve the NIRF ranking in the next year.

#### 4.7. Extension of validity of NBA & NAAC Accreditation:

Dr. K. K. Mishra informed the august House that the institution has been accredited by NAAC for the second cycle up to 31 December 2025. As the institution is left with only one-year time, the institution is planning to prepare for the third cycle of NAAC. He also informed that the AQARs for the previous years have already been submitted to NAAC and the AQAR for the current session is under preparation. The IIQA for the third cycle is expected to be submitted to NAAC by the end of July 2025.

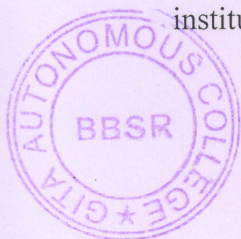
He again informed that the validity of NBA accreditation for four programmes - UG in Mechanical Engineering, UG in Civil Engineering, UG in Computer Science and Engineering and UG in Electronics and Communication Engineering - is up to 30 June 2025. The compliance report is under preparation and will be submitted by February 2025. The institution has also proposed to apply for NBA accreditation for four more programmes – MBA, MCA, UG in Electrical Engineering and UG in CSE (Artificial Intelligence) in 2025. All the members have given a go ahead to the proposal and suggested that the Director, IQAC be given the responsibility of taking necessary steps and approvals in this regard.

**Resolution:** The proposal of the institution to apply for NBA accreditation for four more programmes – MBA, MCA, UG in Electrical Engineering and UG in CSE (Artificial Intelligence) in 2025 is approved.

#### 4.8. Publication of Result:

Dr. K. K. Mishra, Controller of Examinations, informed the august Council that the institution has conducted the Even semester, Odd semester and Supplementary examinations for the academic session 2023-24. He also placed the result for all the examinations along with the Tabulation Register sheet for approval. All the esteemed members have gone through the final result of the said examinations and agreed unanimously to approve the same.

**Resolution:** The results for the academic session 2023-24 which were conducted by the institution along with the Tabulation Register Sheet are approved.



*K. K. Mishra*

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GITA Autonomous College  
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#### 4.9. Digital Evaluation of End Semester Examination:

The Controller of Examinations informed that the affiliating university BPUT is suggesting the autonomous institutions to implement digital evaluation process for the end semester examinations. Hence, the institution has proposed to purchase the software and hardware required for the system and implement the same for the end semester examinations scheduled to be conducted in the month of November for the academic session 2024-25. Dr. S. Patnaik suggested that the legal complications of digital evaluation should be properly addressed. Dr. S. K. Khuntia suggested to follow the process adopted by BPUT for smooth integration of result publication. All the members felt the necessity of the same as it has become a mandatory requirement and moreover, it will enhance transparency in the examination system. Therefore, all the members agreed to procure the necessary items for the system with an advice to the Controller of Examination to call for quotation from various companies before purchasing.

**Resolution:** The proposal of digital evaluation process for end semester examinations along with procurement of necessary software and hardware are approved.

#### 4.10. Issue of Provisional Certificate and Grade Sheet:

Dr. K. K. Mishra brought to the notice of the honourable members that the affiliated university Biju Patnaik University of Technology (BPUT) issues Degree Certificate to the students who pass successfully in the semester examinations and the university takes some time to issue such certificate. In the meantime, the students appear several placement drives which require a provisional pass certificate and grade sheet. Hence, it is proposed before the House that in order to facilitate the students for appearing job interviews and take admission for higher studies, the issue of provisional pass certificate and grade sheet to the students. All the members felt the necessity of the provisional certificate and grade sheets of the students for appearing job interviews and applying for higher studies. Hence, all the members agreed to approve the proposal.

**Resolution:** The issue of Provisional Certificate and Grade Sheet in a specific format for students are approved.

#### 4.11. Introduction of Digital Skilling Courses:

Dr. K. K. Mishra informed the House that in view of better placement opportunities and the scope of life-long learning for the students, the institution proposes to introduce digital skilling



*K. K. Mishra*

*B. K. Mishra*  
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courses in the curriculum as a minor course and add on courses from Coursera and NPTEL. He also informed that such courses will help the students to keep themselves updated about the recent developments in technology and provide an opportunity to upgrade them as a better skilling individual. He placed the list of such courses. He again informed that each minor programme contains 5 subjects/ courses and each course is of 4 credits. The student has to clear all the 5 courses from his/ her third semester to eighth semester to obtain the Minor degree. The examination will be conducted by the concerned digital skilling partner and course-wise completion certificate will be issued by the concerned digital skilling partner. The final degree will be awarded by the University. The Skill Development and Technical Education department of Government of Odisha has initiated NUA Odisha scheme which aims to empower youths with continuous skilling, reskilling and upskilling opportunities in collaboration with Coursera Platform. The certification is free of cost for the students. He sought approval from the august Council to implement such courses in the curriculum. Dr. A. Routray suggested to include more number of skilling courses with clarity and the skilling partners are to be properly identified. All the members have gone through all the courses related to digital skilling and accepted the proposal of the institution to include them in the curriculum and hence agreed to approve the proposal.

**Resolution:** The introduction of digital skilling courses in the curriculum is approved.

#### **4.12. Installation of Interactive Panel Boards in the classroom:**

Dr. K. K. Mishra informed that the institution has installed two interactive panel boards on a trial basis to implement digital teaching methods in the institution. It has been found that teaching through digital interactive panel board is highly effective and both the teachers and students are having high opinion about this. Hence, he submitted that keeping in view the effectiveness of digital method of teaching, the institution has proposed to purchase interactive panel boards for all the classrooms during the current academic session and placed the same for the kind approval of the august Council. All the members appreciated the proposal and unanimously approved the installation of interactive panel boards in the classrooms.

**Resolution:** The installation of panel boards in the classrooms is approved.

#### **4.13. Increase in Intake and Introduction of New courses:**

Dr. K. K. Mishra presented that AICTE has introduced the provision of merging related courses into one course with a maximum student intake of 300 seats and in order to decrease



*K. K. Mishra*

*B. K. Mishra*  
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Principal  
GITA Autonomous College  
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the number of branches, the institution has proposed for the following merger of courses in Computer Science and allied branches.

Proposed Branch	Proposed Intake
UG in Computer Science and Engineering	300
UG in Computer Science and Engineering (Artificial Intelligence and Machine Learning)	300
UG in Computer Science and Engineering (Data Science)	180
UG in Computer Science and Engineering (Cyber Security)	60

He also informed that the institution has planned to apply to the AICTE and BPUT for increase in Intake for the academic session 2025-26 as per the following details and sought the approval of the Council in this regard.

Branch	Proposed Increase in Intake
MBA	60
MCA	60
UG in Computer Science and Engineering (Cyber Security)	60

All the esteemed members felt the necessity of merging the courses into one course and also the increase in intake for MBA, MCA and UG in Computer Science and Engineering (Cyber Security) and agreed to approve the proposal.

**Resolution:** The merger of courses and increase in intake for the academic session 2025-26 are approved.

#### 4.14. Appointment of Faculty Members:

The Principal informed that the institution has already appointed 22 faculty members during the session 2023-24. He has submitted the detail process and list of faculty members appointed during the session. He affirmed that all the appointments are made as per UGC/AICTE norms. He again submitted that in view of increase in intake and introduction of new courses at various levels for the session 2024-25, the institution has a further requirement of 15 faculty members in various departments for the smooth conduct of classes. He has also placed the detail requirement of faculty members for the approval of the House. All the esteemed members



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unanimously agreed to approve the appointments and also agreed to appoint required number of faculty members during the session 2024-25.

**Resolution:** The appointment of 22 (Twenty-Two) faculty members during 2023 – 24 is approved. It is further approved that the Principal will take necessary steps for the appointment of required number of faculty members during the session 2024 – 25 following the norms laid by UGC/AICTE.

#### **4.15. Purchase Proposal for Books, Journals and Plagiarism Software:**

Dr. K. K. Mishra, Dean Academics has presented a budget of Rs. 27,21,000.00 (Rupees Twenty-Seven Lakh Twenty-One Thousand only) for the session 2024-25 before the House for approval. It has included the details for purchase of books, journals and plagiarism software with specification and cost. All the members have gone through the details minutely and agreed to approve the library budget.

**Resolution:** The budget of Rs. 27,21,000.00 (Rupees Twenty-Seven Lakh Twenty-One Thousand only) reflecting purchase of various items for the library for the academic session 2024-25 is approved.

#### **4.16. Publication of Research Papers and Patents:**

The Dean, R&D informed the august Council that during the last three academic years, 384 numbers of research papers have been published by the faculty members of the institution in SCI/ Scopus indexed Journals and 228 numbers of research papers have been published in Conference Proceedings. The Principal added that the institute will reimburse 50% of the editing fees to the faculty members after publication. It is also decided that for publication of patents also, the institution will reimburse 50% of the publication charges to the faculty members. Dr. S. Behera suggested to improve quality publications in reputed indexed journals. All the members appreciated the effort of the faculty members and suggested the Principal to encourage such quality publications every year.

**Resolution:** In order to motivate faculty members for quality research publications and patent publications, the proposal for 50% reimbursement of the publication fees is approved.



*KMishra*

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Principal  
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#### 4.17. Restructuring of Salary of faculty Members:

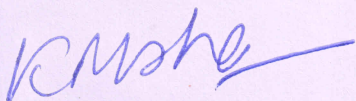
Dr. P. K. Rautray, Dean administration informed the House that keeping in view the implementation of Seventh Pay Commission, the salary structure of other famous engineering colleges of Odisha and above all, to motivate our faculty members for research and innovation, the institution proposes to increase the salary of faculty members from the session 2024-25. Dr. S. Behera suggested to tie up with IITs and other reputed institutions and organizations for better salary prospects through projects and consultancy. All the esteemed members heartily welcomed the proposal and agreed to approve the restructuring of salary for faculty members.

**Resolution:** The restructuring of salary of faculty members as per the Seventh Pay Commission is approved.

#### 4.18. Modification of Academic Regulations 2020-21:

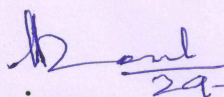
The Dean, Academics has proposed some changes in the Academic Regulations 2020-21 of the institution in clauses 8.1 (g) pertaining to the reduction in pass mark from 44 to 40 in the semester examinations, in clause 8.1 (i) (2) pertaining to the change of question pattern to increase the total mark to 100 in place of 60 for the End semester examinations and in clause 3.2 pertaining to increase the credits from 168 to 171, after introduction of skill courses, for a student to be eligible to get undergraduate degree in engineering. He has also informed that a student will be eligible to get undergraduate degree in engineering with minor degree if he/ she completes additional 20 credits from Coursera in the skill courses in order to make them industry ready. He also suggested to change the Grading system accordingly as per the modifications made in clause 8.1 (g). Dr. A. Rautray and Mr. R. Samantara suggested to include more number of skill courses as per the requirement of industry. All the esteemed members have appreciated the proposal and agreed to approve as suggested.

**Resolution:** The changes in the Academic Regulations 2020-21 as proposed and suggested is approved.



Convenor

Academic Council

  
29-9-24  
Chairman

Academic Council

Principal  
GITA Autonomous College  
Bhubaneswar