



GITA Autonomous College, Bhubaneswar

(Affiliated to BPUT, Odisha)

43rd Meeting of the Governing Body

Venue: Conference Hall


Date: 03-02-2024 (Saturday), Time: 11:00 AM

Proceedings

Members attended: -

1.	Dr. Satya Prakash Panda	Chairman, GGI, Odisha	Chairman
2.	Dr. Chandra Dhvaj Panda	Secretary, GGI, Odisha	Member
3.	Dr. Biranchi Narayan Panda	Vice-Chairman, GITA Autonomous College, Bhubaneswar	Member
4.	Mrs. Basanta Manjari Panda	Trustee, VBET, Gunupur	Member
5.	Mrs. Pratima Panda	Trustee, VBET, Gunupur	Member
6.	Dr. L. N. Singh	Head, Department of Physics, Dean (R&C) and Director IQAC, Dr. B.A. Technological University, Maharashtra (UGC Nominee)	Member
7.	Mr. T. K. Satapathy	Addl. Secretary, SDTE Department, Govt. of Odisha	Member
8.	Dr. B.B. Pati	Professor, Department of Electrical Engineering, VSSUT, Burla, (BPUT, Nominee)	Member
9.	Er. Mana Govind Mishra	Managing Director, Nemhans Solutions Pvt Ltd	Member
10.	Dr. Pradeep Kumar Rautray	Dean Administration (Staff Representative)	Member
11.	Dr. Kishore Kumar Mishra	Dean Academics (Staff Representative)	Member
12.	Dr. Manmatha Kumar Roul	Principal	Secretary

The 43rd meeting of the Governing Body was held in the Conference Hall of GITA Autonomous College, Bhubaneswar at 11:00 AM on 03.02.2024 as per the agenda with Dr. Satya Prakash Panda, Chairman on the chair. At the outset, the Principal welcomed all the members to the institution for attending the meeting of the Governing Body. All the members


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contributed their valuable opinions on the various items as per the agenda and accordingly the following resolutions were made.

43.1 Confirmation of the Proceedings and Action Taken Report of the 42nd Governing Body Meeting:

The Principal informed the House that the 42nd meeting of the Governing Body was conducted in the Conference Hall of GITA Autonomous College, Bhubaneswar at 05:00 PM on 25.03.2023 under the chairmanship of Dr. S. P. Panda, Chairman, Gandhi Group of Institutions. There was a vivid discussion on the agenda and resolutions were made accordingly. Dr. K. K. Mishra, Dean Academics read out the detailed proceedings of the meeting along with the Action Taken Report. All the members agreed to approve and confirmed the proceedings of the 42nd Governing Body meeting as well as the Action Taken Report.

Resolution: The Proceedings of the 42nd meeting of the Governing Body and the Action Taken Report are approved and confirmed.

43.2 Academic Calendar for the Academic session 2023-24:

The Principal informed that the institution has designed the Academic Calendar for the session 2023 – 24 keeping in view the required number of academic days, mid semester and end semester examinations. He also informed that the Academic Council of the institution in its meeting on 23/01/2024 has discussed vividly on the academic calendar and has recommended the same to be placed before the Governing Body for approval. All the esteemed members agreed to approve the Academic Calendar as placed by the Principal.

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

43.3 Course Structure and Syllabus:

The Principal informed the House that the Board of studies for each department have gone through the detailed 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, in the institution from the academic session 2023-24. The detailed course structure and syllabus has been placed before the Academic Council of the institution and the Council in its meeting on 23.01.2024 has approved the same and recommended to be placed before the Governing Body for approval. Dr. L. N. Singh and Dr. B. B. Pati suggested that students should be encouraged to enroll in NPTEL courses in large number as a part of honours courses. All the esteemed members have


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gone through the course structure placed by the Principal and consented to approve the Course Structure.

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.


43.4 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 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.

43.5 Extension of validity of NBA & NAAC Accreditation:

The Principal 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. He also informed that the matter has been placed before the Academic Council of the institution and the Council in its meeting on 23.01.2024 has approved the proposal and also has given a go ahead and recommended to be placed before the Governing Body for approval. 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.


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Resolution: The proposals were approved and given go ahead.

43.6 Publication of Result:


The Principal informed that the institution has conducted the Even semester examinations for the admission batch 2020- 21, 2021-22 and 2022-23. He placed the result for the said examination for approval of the House. He also placed the Tabulation Register sheet for kind perusal and approval of the august House. He again informed that the result of the said examinations has been placed before the Academic Council of the institution and the Council in its meeting on 23.01.2024 has approved the result and the tabulation register sheet and recommended to be placed before the Governing Body for approval. All 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 2020- 21, 2021-22 and 2022-23 which were conducted by the institution along with the Tabulation Register Sheet are approved.

43.7 Issue of Provisional Certificate and Grade Sheet from the session 2021-22:

The Principal brought to the notice of the honourable members that the affiliating 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 for several placement drives which require a provisional pass certificate and grade sheet. Hence, he 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 from the academic year 2021-22 be approved. He also informed the House that the same matter has been placed before the Academic Council of the institution and the Council in its meeting on 23.01.2024 has approved the issue of Provisional Certificate and Grade Sheet from the session 2021-22 and recommended to be placed before the Governing Body for approval. All the esteemed 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.


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43.8 Increase in Intake and 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
4	ME	UG	B. Tech in Mechanical Engineering for working professionals	New	30
5	ECE	PG	M. Tech in Advanced Communication Technology	New	18
6	MBA	PG	MBA for Working Professionals	New	30

All the members felt the necessity of these courses and appreciated the proposal. The Chairman 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.


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

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


The Principal informed the House 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 House and also informed that the institution has prepared the Ph. D. regulations in line with BPUT Guidelines and sought approval of the House to implement the regulations with immediate effect. He has also informed that the Ph. D. Guidelines have been placed before the Academic Council of the institution and the Council in its meeting on 23.01.2024 has approved the Guidelines after a detail discussion and recommended to be placed before the Governing Body for approval. 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.

43.10 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 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. He further informed that the appointment of faculty members with all the details has been placed before the Academic Council of the institution and the Council in its meeting on 23.01.2024 has approved the approved the same and recommended to be placed before the Governing Body for approval. 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.


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43.11 Purchase of Books, Journals and Software:

The Principal has presented a budget of Rs. 36,00,000.00 (Rupees Thirty - Six 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. 36,00,000/ (Thirty - Six Lakh only) reflecting purchase of various items for the library for the academic session 2024-25 is approved.

43.12 Publication of Research Papers and Patents:

The Principal informed the august House 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. The Chairman and Dr. B. B. Pati emphasized on increasing the number of citations of these publications. All the members appreciated the effort of the faculty members and suggested the Principal to encourage such quality publications every year.


43.13 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 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.

43.14 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


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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.

43.15 Continuation of indigenous journal "IJRAS":


The Principal 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 are 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. B. B. Pati 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. The Chairman appreciated the concept of own journal and Mr. M. G. Mishra suggested that the journal should be made public after publication. All the members appreciated the proposal and agreed to approve the proposal.

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

43.16 Observation of Graduation Day:

The Principal 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


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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. He further added that the Academic Council of the institution in its meeting held on 23.01.2024 has approved the same after a vivid discussion on the criteria and recommended to be placed before the Governing Body for approval. The Chairman suggested that Gold Medal should be awarded to those branches in which there had been more than 50 percent admission. Dr. C. D. Panda and Dr. B. B. Pati suggested that there should be the Chairman's Gold Medal to be awarded to the college topper in B. Tech. 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.

Resolution: The proposal to observe "Graduation Day" to felicitate the Best Graduate with Chairman's Gold Medal and all the passed out students of a batch is approved.

43.17 Annual Budget for the Session 2024-25:

The Principal has presented the Annual Budget of the institution with an estimated income of Rs. 57,50,00,000/ and with an estimated expenditure of Rs. 56,98,05,000/ for the session 2024-25 for the approval of the august House. All the members have gone through the Annual Budget minutely and expressed their satisfaction over the budget. Hence, all the esteemed members agreed to approve the Annual Budget of the institution for the session 2024-25.

Resolution: The Annual Budget of the institution for the session 2024-25 is approved.


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43.18 Construction Work:

The Principal informed the House that a new Boys hostel with 180 seats has already been constructed. He has proposed to construct a separate academic block for MBA and MCA students looking at the current student strength in MBA and MCA. He has made the House feel the strong need of constructing an auditorium with a capacity of 1000 seats as the existing auditorium does not have capacity to accommodate a large number of students. The Dean administration has also highlighted the necessity of the construction of the auditorium. The Chairman gave a nod to the proposal and all the members appreciated the proposal. The House advised the Dean Administration to put forward a budget for the construction of the auditorium.

Resolution: The construction of separate Academic Block for MBA and MCA students and the construction of auditorium with a capacity of 1000 seats are approved.


43.19 Academic Audit:


The Principal informed that the external Academic Audit of the institution has been conducted for the academic session 2022-23 by inviting experts from OTR, Bhubaneswar. This year the institution has planned to conduct the external Academic Audit in the month of May for the academic session 2023-24. Accordingly, the institution will send invitation to the experts for conducting the audit. He also informed that as per regular practice, the internal Academic Audit of each Department is to be done at the same time by two HoDs from other departments and the Dean Academics. All the esteemed members suggested to continue the process of internal and external Academic Audit every year and agreed to approve the proposal.

Resolution: The conduct of both internal and external Academic Audit are approved.

43.20 Annual Function:

The Principal informed the august House that the Annual Function "Utsah 2024" of the institution is scheduled to be held during 19 to 23 February 2024 in the college premises. The week long function includes – "Ahwaan", the Annual Athletic Meet, "Anwesh", the Annual Tech Fest and "Akanksha", the Annual Cultural Festival. Various committees for the smooth conduct of the function have been prepared. He also informed that a new App has been developed by our students for the registration of bonafide students to participate in the events. He said that only bonafide students of the institution participate in the event to showcase their talents. He further informed that the institution is also inviting the alumni for a grand dinner on 23/02/2024. All the members appreciated the proposal of Annual Function and stressed on the conduct of such events every year for the all-round development of the students.


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Resolution: The conduct of the Annual Function is approved.

43.21 Skill based Certificate Courses:

The Principal has brought to the notice of the honouable members that the institution is providing skill based certificate courses under PMKVY 4.0 scheme. The courses include –

- 1) AI – Machine Learning
- 2) Data Science
- 3) Embedded Software
- 4) Electric Vehicle Product Design

The skill based certificate courses to be provided under AICTE IDEA Lab include -

- 1) Embedded System and Robotics
- 2) Drone Technology
- 3) Additive Manufacturing
- 4) Laser Cutting and Engraving
- 5) PCB Manufacturing

Dr C. D. Panda expressed that more number of skill based training programmes should be included from the next academic session so that the students of the institution can take maximum advantage of these courses. All the members supported the view of Dr. Panda and agreed to approve the proposal.

Resolution: The conduct of skill based certificate courses is approved.


43.22 Any other item with the permission of the Chair:

43.22.1 Strengthening of IQAC:

The Chairman, Dr. S. P. Panda suggested to strengthen the IQAC by adding more young and dynamic faculty members to the Cell. He also added that all the activities of the institution should be carried through the IQAC as per the guidelines of NAAC. Dr. L. N. Singh and Dr. B. B. Pati advised that the IQAC should work towards maintaining quality education in the institution. The Principal informed that the AQAR is regularly submitted to NAAC by the end of the year.

43.22.2 Internship:

Mr. M. G. Mishra emphasized on the internship for students. He said that all the students should be provided with internship so as to keep them acquaint with the advancement of modern


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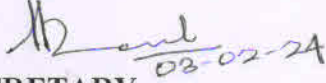
technologies. The Principal informed that internship has been made mandatory for all the students in the eighth semester and besides that there is the provision of summer internship of forty-five days for each student. Dr. L. N. Singh said that the institution has made a significant curriculum by making internship compulsory for all the students. All the members appreciated the steps taken by the institution with respect to internship.

43.22.3 Strengthening the Placement Cell:

Mr. M. G. Mishra suggested that the Placement Cell of the institution should be made more dynamic by including more number of faculty members from all the branches in the cell. He also added that the Placement Cell should act as a Prime Cell and it should work all over India by opening offices at various strategic cities. Dr. B. N. Panda supported the view of Mr. Mishra for opening of offices in places like Hyderabad, Bangalore and New Delhi. All the members consented to the view of Mr. Mishra.

43.22.4 Conduct of Seminar and FDP:

The Chairman suggested that FDPs should be conducted for the faculty members of the new branches and after each FDP, an expert in the concerned field should be invited to conduct an examination regarding the value addition of the faculty members from that FDP. Mr. M. G. Mishra added that FDPs and seminars should be conducted on latest technology so that it will keep the faculty members as well as the students informed about the modern day technology. Dr. C. D. Panda added that FDPs and seminars should be conducted regularly so that the faculty members and students of the institution will get updated knowledge to compete in the field of technology.


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