



Internal Quality Assurance Cell (IQAC)

Gandhi Institute For Technology (GIFT)

(Approved by AICTE, New Delhi & Govt. of Odisha, Affiliated to BPUT and SCTE & VT Odisha)

At: Gramadiha, Po: Gangapada, Dist- Khurda, City- Bhubaneswar, Pin: 752054

Web : www.gift.edu.in Email : support@gift.edu.in

Contact No: 7873008173

MOM 27

Date: 18.05.2022

(MINUTES OF MEETING)

Date:- 13.5.2022

Time:- 2 PM to 4 PM

Venue:- Conference Hall, Room No. 309

Members present:-

1. Dr. Ch. V.S Parameswara Rao, Chair person.
2. Er. Samir Ranjan Panda, Management Member.
3. Dr. Alok Mohapatra, Faculty Member.
4. Prof. Pratyush Ranjan Mohapatra, Faculty Member.
5. Mr. Bhabagrahi Mohapatra, Administrative Member.
6. Dr. Manoranjan Mishra, Administrative Member.
7. Sri Apurba Samantaray, Nominated Member (Student).
8. Prof. Sasmita Hota, Departmental SPOC.
9. Dr. I.V Prakash, Departmental SPOC.
10. Prof. Sipra Karmakar, Departmental SPOC.
11. Prof. Abhipsa Sahu, Departmental SPOC.
12. Prof. Gayatri Mohanty, Departmental SPOC.
13. Prof. Subhashree Sukla, Departmental SPOC.
14. Prof. Rani Dubey, Departmental SPOC.
15. Prof. Sibananda Mishra, IQAC coordinator.
16. Mr. Arun Prasad Jena, Nominated Member (Parent)
17. Er. Nihar Ranjan Rout, Nominated Member (Alumni).
18. Prof. Suchitra Pattnaik, Faculty Member.
19. Prof. Siddhartha Bhusana Neelamani, Faculty Member.
20. Dr. Prasanna Kumar Rout, Faculty Member.
21. Dr. Ravinarayan Panda, Faculty Member.

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Continuation Sheet

The Leave of absence was granted to:-

1. Mr.Mihir Kumar Maharathi, Nominated Member (Local Society),
2. Mr.Santosh Barala, Nominated Member(Industrialist).
3. Prof. Susanta J. Das, Department of Skill Development & Training.
4. Mr.Sandip Kumar Jena, Nominated Member (Employer).
5. Prof. Swगतिका Acharya, Departmental SPOC

Agenda.

1. Appraising the Action Taken Report of last IQAC Meeting
2. Review of pending issues of previous meeting (if any).
3. Review of the NAAC Peer team report, Institutional grade sheet/ score card and Recommendations of team for Quality enhancement (if any).
4. Review of IQAC record for all activity conducted during last Five months at each Departmental level & Institutional level.
5. Review of the adherence to “ Last academic semester calendar “ i.e- 2021-22 (Odd).
6. Review & Amendment of existing Code of Conduct for teaching staff, non-teaching staff, students and various committee of GIFT.
7. Review & amendment of existing feed back forms for Alumni, Parents, Teachers, Students, Employer, etc.. and the process of collection and analysis.
8. Review of the work progress related to last Academic year AQAR submission.
9. Review of the work progress related to NBA (cycle-3) accreditation of CSE & ECE department.
10. Review of the work progress related to Autonomous status of GIFT.
11. Any other items with the permission of the chair.

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Continuation Sheet

IQAC coordinator welcomed all the members present in Room, introduced to all new members joined in Cell and he requested to Dr. Ch. V.S Parameswara Rao to chair the IQAC meeting.

Agenda 1 :- Appraising the Action Taken Report of last IQAC Meeting

IQAC coordinator submitted the Action Taken Report of last IQAC meeting –No.26 held on 9.12.2021 before the members and appraised the same to all members present.

Agenda 2 : Review of pending issues of previous meeting (if any).

NIL

Agenda 3:- Review of the NAAC Peer team report, Institutional grade sheet/ score card and Recommendations of team for Quality enhancement (if any).

Resolution:- NAAC Coordinator informed that, the peer team report is yet to receive at our end. As per result published in web site & mail received, we have secured A⁺⁺ grade in Cycle -2 accreditation.. However as per verbal recommendation of the team, we have to improve the Quality of each& every activity conducted at GIFT.

So it was resolved that, all HODs, Institutional activity SPOCs and IQAC to monitor the quality of each activity to be conducted and take necessary steps at their end towards improvement of the quality.

Action :- HODs & IQAC

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Continuation Sheet

Agenda 4:- Review of IQAC record for all activity conducted during last Five months at each Departmental level & Institutional level.

And

Agenda 5:- Review of the adherence to “ Last academic semester calendar “ i.e- 2021-22 (Odd).

Resolution:- Through LCD projector, IQAC coordinator presented the details of each activity conducted both at Departmental level & Institutional Level during last 5 months. Side by side also presented the planned vrs actual date of last odd semester academic calendar .

After review it was resolved that, IQAC to coordinate for issue of request letter (along with achievement report of last 5 months) from Principal to all HODs & Institutional activity SPOCs in connection with improving the quality of each activity , strictly adhere to academic calendar and regular up date of the activity data in online documentation system.

Action :- HODs, IQAC Coordinator & Principal

Agenda 6 : Review & Amendment of existing Code of Conduct for teaching staff, non-teaching staff, students and various committee of GIFT.

Resolution:- As per information of IQAC coordinator, the HR cell shall handover the existing code of conduct documents to IQAC within a day or two. Thus it was resolved that, IQAC coordinator shall prepare the draft of any amendment if required and submit before the members through circulation for necessary approval.

Agenda 7 : Review & amendment of existing feed back forms for Alumni, Parents, Teachers, Students, Employer, etc.. and the process of collection and analysis.

Resolution:- Existing feed back forms reviewed by the members. Suggested for minor editing . Thus it was resolved that, IQAC shall ready the edited forms for all stakeholders and submit before the members through circulation for necessary approval. The analysis as per Likert 5 point scale shall be followed.

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Agenda 8 : Review of the work progress related to last Academic year AQAR submission.

Resolution:- The work progress of AQAR for year 2020-21 reviewed. Principal expressed his unhappiness for the progress. It was resolved that, IQAC shall complete the AQAR and upload within next one month on top priority.

Agenda 9 : Review of the work progress related to NBA (cycle-3) accreditation of CSE & ECE department.

Resolution:- The NBA work progress reported by NBA coordinator. It was resolved that both departmental & central files to be kept ready for visit by team .

Agenda 10 : Review of the work progress related to Autonomous status of GIFT.

Resolution :- The work progress reviewed by members & it was resolved to submit the application for autonomous status by 15 th. June 2022.

Agenda 10:- Any other items with the permission of the chair.

NIL.


18/5/2022
IQAC COORDINATOR


Dr. Ch. V.S Parameswara Rao
Principal cum Chairman IQAC

C.C to:-

- All concerned members of IQAC for kind information and necessary action
- Vice Chairman Sir, Balaram Panda Trust for kind information.
- OSD for kind Information & necessary action.
- A.O (HR) for kind information and necessary action.



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ATTENDANCE SHEET FOR 27th IQAC Meeting

Letter No

Venue - R.No. 309.

Time → 2PM - 4PM.

✓ Dated 13/5/22

- ① Abhipsa Sahu - Asst. Prof. (EEE)
- ② Rani Dubey - Asst Prof - (CSE)
- ③ Sasmita Hela - Assistant Professor (BSH)
- ④ Gayatri Mohanty - Assistant Professor (AGE)
- ⑤ Subhashree Suneja - Assistant Prof. (CSE/MCA)
- ⑥ Sipra Karmakar - Asst. Prof. (MBA)
- ⑦ Dr. I.V. Paswan - prof (ELE)
- ⑧ Dr. R.N. Pande Professor, ECE
- ⑨ Pradyumna Ray Mohapatra, CSE
- ⑩ Siddhanta B Neelamani, CSE
- (11) Dr. Manoj Kumar (BSH)
- (12) Bhabagorahi Mohapatra Admin-officer (Gen.) Dr 13/05/2022
- (13) Sushetra Pattnaik (BSH)
- (14) Dr. P.K. Rout (BSH)
- (15) Dr. Atok Kumar Mohapatra (Mech)
- (16) Subananda Mishra (IQAC coordinator)
- (17) Dr CHUS PRASAD



GPS Map Camera



Gramadiha, Odisha, India
Gandhi institute for technology, Bhubaneswar
Lat 20.223255°
Long 85.674182°
13/05/22 02:27 PM