



GANDHI INSTITUTE OF TECHNOLOGY AND MANAGEMENT (GITAM)

(Approved by AICTE, New Delhi & Affiliated to BPUT, Odisha)

Campus: Gramadiha, Gangapada, Bhubaneswar, Khurdha, 752054, Odisha, INDIA

Web : www.gitam.ac.in Mail: principal@gitam.ac.in, Mob: 7978380513, 9432133221

Ref. No. *G.I.T.A.M./COM/20-21/181*

Date: 12/02/2021

NOTICE

A meeting of the Buildings and Works committee will be held to discuss the following agenda in the College Seminar Hall at 3:00 P.M on 13.02.2021. All the Hon'ble members are requested to make it convenient to attend the meeting.

Agenda:

1. Confirmation of the proceeding of the last Meeting.
2. Installation of Solar Light
3. Up gradation of existing computer lab
3. Others, if any with the permission of the chair.

Chairman
Chairman
Building & Works Committee

Copy to: Principal, Dean A&A, All HoDs, Members of Buildings And works Committee.



Minutes of the Meeting

(Buildings and Works Committee GITAM, Bhubaneswar)

Date: Feb 13, 2021

Time: 3:00 PM - 3:30 PM

Venue: Seminar hall

Members Present:

1. Dr. Ajoya Kumar Pradhan
2. Dr. S. S. Singh
3. Dr. ArunKumar Parida
4. Dr. Tushar Kanta Das
5. Mrs. Sanghamitra Mohapatra
6. Mr. Sudeep Padhi
7. Mr. Avijit Nayak
8. Mrs. Kabita Gantayata
9. Mr. Debadatta Panigrahi
10. Mr. Amaresh Panda

1. Opening Remarks: Dr. Ajoya Kumar Pradhan welcomed the members and emphasized the importance of infrastructure development for the college's growth and sustainability.

2. Review of Previous Meeting Minutes: The minutes of the previous meeting held on September 15, 2020, were reviewed and confirmed without any amendments. All action items from the previous meeting were reported as either completed or in progress.

3. Installation of Solar Lights:

- Dr. Arun Kumar Parida presented the proposal for the installation of solar lights across the campus.
- The initiative aims to reduce energy consumption and promote sustainable practices within the college.
- The committee discussed the technical and financial aspects, agreeing on a phased implementation starting with the main pathways and common areas.

4. Up gradation of existing computer lab:

- The buildings and works committee has reviewed a detailed proposal outlining the need, benefits, and costs associated with upgrading the computer lab's resolution.



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- Authorizes the allocation of funds as outlined in the proposal for the purchase of new monitors with higher resolutions and any associated installation costs.
- Directs the relevant administrative departments to proceed with the procurement, installation, and configuration of the upgraded monitors in coordination with the IT department.

5. Budget Allocation and Financial Planning: Mr. Avijit Nayak provided an overview of the proposed budget, detailing the allocation of funds for the installation of solar lights and up gradation of existing computer lab. The committee reviewed the financial feasibility and prioritized projects based on urgency and impact.

5. Closing Remarks: Dr. Ajoya Kumar Pradhan expressed his appreciation for the active participation and valuable insights provided by all committee members. He emphasized the importance of transitioning to sustainable energy solutions and highlighted the positive impact of installing solar lights on the college's environmental footprint and outlines the rationale for the upgrade, acknowledges the need for modernization, and provides clear directives for implementation of existing computer lab. The meeting concluded with a commitment to expedite the implementation process and review the progress in the next scheduled meeting.

Minutes Prepared by: Dr. Arun Kumar Parida

Approved by:

Dr. Ajoya Kumar Pradhan,
Principal,
GITAM, Bhubaneswar





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ATTENDANCE SHEET

The Following Members are present in the Buildings and Works Committee Proposal Meeting held in the seminar hall at 3.00 PM on Dt. 13/02/2021

Sl.No.	NAME	SIGNATURE
1	Dr. Ajoya Kumar Pradhan	
2	Dr. S. S. Singh	
3	Dr. Arun Kumar Parida	
4	Dr. Tushar Kanta Das	
5	Mrs. Sanghamitra Mohapatra	
6	Mr. Sudeep Padhi	Sudeep Padhi
7	Mr. Avijit Nayak	Avijit Nayak
8	Mrs. Kabita Gantayanta	Kabita Gantayanta
9	Mr. Debadatta Panigrahi	
10	Mr. Amaresh Panda	Amaresh Panda

Chairman

Chairman
Building & Works Committee



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Ref. No... *G.I.T.A.M./COM/21-22/40*

Date: 08/09/2021

NOTICE

A meeting of the Buildings and Works committee will be held to discuss the following agenda in the College Seminar Hall at 2:00P.M on 09.09.2021. All the Hon'ble members are requested to make it convenient to attend the meeting.

Agenda:

1. Confirmation of the proceeding of the last Meeting.
2. Renovation of Diploma Block
3. Others, if any with the permission of the chair.

Chairman
Chairman
Building & Works Committee

Copy to :Principal, Dean A&A, All HoDs, Members of Buildings And works Committee



Minutes of the Meeting

(Buildings and Works Committee GITAM, Bhubaneswar)

Date: Sept 09, 2021

Time: 2:00 PM - 2:30 PM

Venue: Seminar hall

Members Present:

1. Dr. Ajoya Kumar Pradhan
2. Dr. S. S. Singh
3. Dr. Arun Kumar Parida
4. Dr. Tushar Kanta Das
5. Mrs. Sanghamitra Mohapatra
6. Mr. Sudeep Padhi
7. Mr. Avijit Nayak
8. Mrs. Kabita Gantayata
9. Mr. Debadatta Panigrahi
10. Mr. Amaresh Panda

1. Opening Remarks: Dr. Ajoya Kumar Pradhan welcomed the members and emphasized the importance of infrastructure development for the college's growth and sustainability.

2. Review of Previous Meeting Minutes: The minutes of the previous meeting held on February 13, 2021, were reviewed and confirmed without any amendments. All action items from the previous meeting were reported as either completed or in progress.

3. Renovation of Diploma Block:

- Mrs. Sanghamitra Mohapatra proposed the renovation of the Diploma Block to upgrade classrooms and laboratories to meet current educational standards.
- Mr. Avijit Nayak detailed scope of renovation work, including structural repairs, electrical and plumbing upgrades, interior refurbishments, and accessibility improvements. The committee reviewed and discussed the proposal in detail. A project team was appointed to oversee the renovation of the Diploma Block.

4. Budget Allocation and Financial Planning: Mrs. Kabita Gantayata provided a comprehensive budget covering all aspects of the renovation project. The committee reviewed the financial feasibility and prioritized projects based on urgency and impact.



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5. Closing Remarks: The Principal summarized the key decisions made during the meeting and outlined the next steps for the approved projects. The date and agenda for the next meeting were tentatively scheduled. The meeting was adjourned with a vote of thanks to all participants for their contributions and active engagement. The meeting concluded with a commitment to expedite the implementation process and review the progress in the next scheduled meeting.

Minutes Prepared by: Dr. Arun Kumar Parida

Approved by:

Dr. Ajoya Kumar Pradhan,

Principal,

GITAM, Bhubaneswar



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ATTENDANCE SHEET

The Following Members are present in the Buildings and Works Committee Proposal Meeting held in the seminar hall at 2.00 PM on Dt.09/09/2021

Sl.No.	NAME	SIGNATURE
1	Dr. Ajoya Kumar Pradhan	
2	Dr. S. S. Singh	
3	Dr. Arun Kumar Parida	
4	Dr. Tushar Kanta Das	
5	Mrs. Sanghamitra Mohapatra	
6	Mr. Sudeep Padhi	
7	Mr. Avijit Nayak	
8	Mrs. Kabita Gantayanta	
9	Mr. Debadatta Panigrahi	
10	Mr. Amaresh Panda	

Chairman
Chairman
Building & Works Committee



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Ref. No... *G.I.T.A.M./COM/21-22/134*

Date: 19/02/2022

NOTICE

A meeting of the Buildings and Works committee will be held to discuss the following agenda in the College Seminar Hall at 2:00 A.M on 21.02.2022. All the Hon'ble members are requested to make it convenient to attend the meeting.

Agenda:

1. Confirmation of the proceedings of the last meeting.
2. Arrangement of additional Workshop
3. MCA building renovation
4. Others, if any with the permission of the chair.


Chairman
Chairman
Building & Works Committee

Copy To: Principal, Dean A&A, All HoDs, Members of Buildings And works Committee





Minutes of the Meeting

(Buildings and Works Committee GITAM, Bhubaneswar)

Date: Feb 21, 2022

Time: 2:00 PM - 2:30 PM

Venue: Seminar hall

Members Present:

1. Dr. Ajoya Kumar Pradhan
2. Dr. S. S. Singh
3. Dr. Arun Kumar Parida
4. Dr. Tushar Kanta Das
5. Mrs. Sanghamitra Mohapatra
6. Mr. Sudeep Padhi
7. Mr. Avijit Nayak
8. Mrs. Kabita Gantayata
9. Mr. Debadatta Panigrahi
10. Mr. Amaresh Panda

1. Opening Remarks: Dr. Ajoya Kumar Pradhan welcomed the members and emphasized the importance of infrastructure development for the college's growth and sustainability.

2. Review of Previous Meeting Minutes: Review and confirm the minutes of the previous meeting held on July 25, 2021. Discuss the status of action items and any follow-up required.

3. Shifting of Additional Workshop:

- Discussion led by Dr. S. S. Singh on the need to relocate the additional workshop to a more suitable location.
- Considerations for space, accessibility, and the impact on ongoing activities will be addressed.
- Planning the logistics and timeline for the shift.

4. MCA Building Renovations:

- Dr. Tusharkanta Das presented the proposal for renovating the MCA building to enhance learning environments and facilities.
- Discuss the scope of renovation, including structural repairs, classroom upgrades, and installation of modern amenities.
- Review the proposed timeline and budget for the renovation



7. Budget Allocation and Financial Planning:

- Mrs. Kabita Gantayanta provided an overview of the budget for the proposed projects.
- Review the financial feasibility and prioritize projects based on urgency, impact, and available resources.
- Discuss funding options and potential cost-saving measures.

Closing Remarks: Dr. Arun Kumar Parida summarized the key decisions made during the meeting and outline the next steps. Emphasize the importance of timely execution of approved projects and the need for regular progress reviews.

Minutes Prepared by: Dr. Arun Kumar Parida



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ATTENDANCE SHEET

The Following Members are present in the Buildings and Works Committee Proposal Meeting held in the seminar hall at 10.00AM on Dt.Feb 21, 2022

Sl.No.	NAME	SIGNATURE
1	Dr. Ajoya Kumar Pradhan	
2	Dr. S. S. Singh	
3	Dr. Arun Kumar Parida	
4	Dr. Tusharkanta Das	
5	Mrs. Sanghamitra Mohapatra	
6	Mr. Sudeep Padhi	
7	Mr. Avijit Nayak	
8	Mrs. Kabita Gantayanta	
9	Mr. Debadatta Panigrahi	
10	Mr. Amaresh Panda	

Chairman
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Ref. No. *G.I.T.A.M./COM/22-23/191*

Date: 08.08.2022

NOTICE

A meeting of the Buildings and Works committee will be held to discuss the following agenda in the GITAM Board Room, Bhubaneswar at 05:00P.M. on 09.08.2022. All the Hon'ble members are requested to make it convenient to attend the meeting.

Agenda:

1. Confirmation of the proceedings of the last meeting.
2. Installation of Lift.
3. Furnish of Incubation Cell.
4. Others, if any with the permission of the chair.


Chairman

Copy to: Principal, Dean A&A, All HoDs, Members of Buildings And works Committee



Minutes of the Meeting

(Buildings and Works Committee GITAM, Bhubaneswar)

Date: Aug 09, 2022

Time: 05:00 PM - 05:30 PM

Venue: Seminar hall

Members Present:

1. Dr. Ajoya Kumar Pradhan
2. Dr. S. S. Singh
3. Dr. Arunkumar Parida
4. Dr. Tusharkanta Das
5. Mrs. Sanghamitra Mohapatra
6. Mr. Sudeep Padhi
7. Mr. Avijit Nayak
8. Mrs. Kabita Gantayanta
9. Mr. Debadatta Panigrahi
10. Mr. Amaresh Panda

1. Opening Remarks: Dr. Ajoya Kumar Pradhan welcomed the members and emphasized the importance of infrastructure development for the college's growth and sustainability.

2. Review of Previous Meeting Minutes: Review and confirm the minutes of the previous meeting held on Feb 21, 2021. Discuss the status of action items and any follow-up required.

3. Installation of Lift:

- Mr. Sudeep Padhi proposed the installation of a lift in the administrative block to improve accessibility for students, staff, and visitors.
- Evaluate the technical specifications, cost implications, and implementation timeline.
- Discuss potential challenges and mitigation strategies.

4. Furnish of Incubation Cell :

- Mr. Avijit Nayak introduced the proposal for furnish of an Incubation Cell at Balaji Gitam to support student innovation and entrepreneurship.
- Outline the objectives, benefits, and initial setup requirements for the Incubation Cell.
- Discuss potential partnerships, funding sources, and governance structure.

5. Budget Allocation and Financial Planning:



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- Mrs. Kabita Gantayanta provided an overview of the budget for the proposed projects.
- Review the financial feasibility and prioritize projects based on urgency, impact, and available resources.
- Discuss funding options and potential cost-saving measures.

Closing Remarks: Dr. Arun Kumar Parida summarized the key decisions made during the meeting and outline the next steps. Emphasize the importance of timely execution of approved projects and the need for regular progress reviews.

Minutes Prepared by: Dr. Arun Kumar Parida



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ATTENDANCE SHEET

The Following Members are present in the Buildings and Works Committee Proposal Meeting held in the seminar hall at 05.00 PM on Dt.Aug 09, 2022

Sl.No.	NAME	SIGNATURE
1	Dr. Ajoya Kumar Pradhan	
2	Dr. S. S. Singh	
3	Dr. Arun Kumar Parida	
4	Dr. Tusharkanta Das	
5	Mrs. Sanghamitra Mohapatra	
6	Mr. Sudeep Padhi	Sudeep Padhi
7	Mr. Avijit Nayak	Avijit Nayak
8	Mrs. Kabita Gantayanta	Kabita Gantayanta
9	Mr. Debadatta Panigrahi	
10	Mr. Amaresh Panda	Amaresh Panda

Chairman
Chairman
Building & Works Committee



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Ref. No. GITAM/COM/22-23/198

Date: 11/02/2023

NOTICE

A meeting of the Buildings and Works committee will be held to discuss the following agenda in the College Seminar Hall at 03:00 P.M on 13.02.2023. All the Hon'ble members are requested to make it convenient to attend the meeting.

AGENDA:

1. Confirmation of the proceeding of the last Meeting.
2. Establishment of STP.
3. Formation of new lab as per revised syllabus.
4. Others, if any with the permission of the chair.

Chairman

Chairman
Building & Works Committee

Copy To: Principal, Dean A&A, All HoDs, Members of Buildings And works Committee.



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Minutes of the Meeting

(Buildings and Works Committee GITAM, Bhubaneswar)

Date: Feb 13, 2023

Time: 03:00 PM - 03:30 PM

Venue: Seminar hall

Members Present:

1. Dr. Ajoya Kumar Pradhan
2. Dr. S. S. Singh
3. Dr. Arun Kumar Parida
4. Dr. Tushar Kanta Das
5. Mrs. Sanghamitra Mohapatra
6. Mr. Sudeep Padhi
7. Mr. Avjit Nayak
8. Mrs. Kabita Gantayata
9. Mr. Debadatta Panigrahi
10. Mr. Amaresh Panda

1. Opening Remarks: Dr. Ajoya Kumar Pradhan welcomed the members and outline the key objectives for the meeting, emphasizing the importance of infrastructure improvements for the college's development.

2. Review of Previous Meeting Minutes: Review and confirm the minutes of the previous meeting held on September 09, 2022. Discuss the status of action items and any follow-up required.

3. STP (Sewage Treatment Plant) Formation:

- Discussion led by Dr. S.S Singh on the proposal to establish a Sewage Treatment Plant (STP) on campus in order to manage the waste material of the hostels.
- Evaluate the necessity, benefits, and environmental impact of the STP.
- Discuss the technical specifications, location, and timeline for the project.

4. Formation of new lab as per revised syllabus:

- A proposal for the establishment of a new laboratory was presented, outlining the need for additional lab space to accommodate growing student numbers and new courses.



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- The proposal included details on the type of lab, required equipment, estimated costs, and potential funding sources.
- The committee approved the proposal for the formation of the new lab.
- A project team was designated to develop detailed plans, procure necessary equipment, and supervise the setup. The team will report on progress at the next meeting.

6. Others, if any, with the Permission of the Chair

- No additional points were raised by the members.
- The Chairperson invited any urgent issues to be discussed, but none were presented.

7. Closing Remarks

- The principal summarized the resolutions passed and outlined the next steps for the STP and new lab projects.
- The date and agenda for the next meeting were tentatively scheduled.
- The meeting was adjourned with a vote of thanks to all participants for their contributions and active engagement.

Minutes Prepared by: Dr. Arun Kumar Parida

Approved by:

Dr. Ajoya Kumar Pradhan,
Principal,
GITAM, Bhubaneswar



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ATTENDANCE SHEET

The Following Members are present in the Buildings and Works Committee Proposal Meeting held in the seminar hall at 03.00 PM on Dt.Feb 13, 2023

Sl.No.	NAME	SIGNATURE
1	Dr. Ajoya Kumar Pradhan	
2	Dr. S. S. Singh	
3	Dr. Arun Kumar Parida	
4	Dr. Tusharkanta Das	
5	Mrs. Sanghamitra Mohapatra	
6	Mr. Sudeep Padhi	
7	Mr. Avijit Nayak	
8	Mrs. Kabita Gantayanta	
9	Mr. Debadatta Panigrahi	
10	Mr. Amaresh Panda	

Chairman
Chairman
Building & Works Committee



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Ref. No. *GITAM/COM/23-24/01*

Date: 12/09/2023

NOTICE

A meeting of the Buildings and Works committee will be held to discuss the following agenda in the College Seminar Hall at 03:00 P.M on 13.09.2023. All the Hon'ble members are requested to make it convenient to attend the meeting.

AGENDA:

1. Confirmation of the proceeding of the last Meeting.
2. Rainwater Harvesting structure.
3. Others, if any with the permission of the chair.

Chairman
Chairman
Building & Works Committee

Copy To: Principal, Dean A&A, All HoDs, Members of Buildings And works Committee.





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Minutes of the Meeting

(Buildings and Works Committee GITAM, Bhubaneswar)

Date: September 13, 2023

Time: 03:00 PM - 03:30 PM

Venue: Seminar hall

Members Present:

1. Dr. Ajoya Kumar Pradhan
2. Dr. S. S. Singh
3. Dr. Arunkumar Parida
4. Dr. Tusharkanta Das
5. Mrs. Sanghamitra Mohapatra
6. Mr. Sudeep Padhi
7. Mr. Avijit Nayak
8. Mrs. Kabita Gantayanta
9. Mr. Debadatta Panigrahi
10. Mr. Amaresh Panda

1. Opening Remarks: Dr. Ajoya Kumar Pradhan welcomed the members and outlined the key objectives for the meeting, emphasizing the importance of infrastructure improvements for the college's development.

2. Review of Previous Meeting Minutes: Review and confirm the minutes of the previous meeting held on Feb 13, 2022. Discuss the status of action items and any follow-up required.

3. Rain Water Harvesting Structure:

- Dr. Arun Kumar Parida will present the proposal for implementing a rainwater harvesting system to conserve water and promote sustainability.
- Discuss the design, location, and capacity of the rainwater harvesting system.
- Review potential benefits, cost implications, and the implementation timeline.

4. Others, if any, with the Permission of the Chair

- No additional points were raised by the members.
- The Chairperson invited any urgent issues to be discussed, but none were presented.





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5. Closing Remarks: Dr. Tushar Kanta Das summarized the key decisions made during the meeting and outline the next steps. Emphasize the importance of timely execution of approved projects and the need for regular progress reviews.

Minutes Prepared by: Mr. Sudeep Padhi

Approved by:

Dr. Ajoya Kumar Pradhan,
Principal,
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ATTENDANCE SHEET

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Sl.No.	NAME	SIGNATURE
1	Dr. Ajoya Kumar Pradhan	
2	Dr. S. S. Singh	
3	Dr. Arun Kumar Parida	
4	Dr. Tusharkanta Das	
5	Mrs. Sanghamitra Mohapatra	
6	Mr. Sudeep Padhi	Sudeep Padhi
7	Mr. Avijit Nayak	Avijit Nayak
8	Mrs. Kabita Gantayanta	Kabita Gantayanta
9	Mr. Debadatta Panigrahi	
10	Mr. Amaresh Panda	Amaresh Panda

Chairman
Chairman
Building & Works Committee



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Ref. No... *G.I.TAM/COM/23-24/198*

Date: 12/02/2024

NOTICE

A meeting of the Buildings and Works committee will be held to discuss the following agenda in the College Seminar Hall at 03:00 P.M on 13.02.2024. All the Hon'ble members are requested to make it convenient to attend the meeting.

Agenda:

1. Confirmation of the proceeding of the last Meeting.
2. Furnish of gymnasium
3. Furnish of new canteen
4. Others, if any with the permission of the chair.


Chairman
Chairman
Building & Works Committee

Copy To: Principal, Dean A&A, All HoDs, Members of Buildings And works Committee.



Minutes of the Meeting

(Buildings and Works Committee GITAM, Bhubaneswar)

Date: Feb 13, 2024

Time: 03:00 PM - 03:30 PM

Venue: Seminar hall

Members Present:

1. Dr. Ajoya Kumar Pradhan
2. Dr. S. S. Singh
3. Dr. Arun Kumar Parida
4. Dr. Tusharkanta Das
5. Mrs. Sanghamitra Mohapatra
6. Mr. Sudeep Padhi
7. Mr. Avijit Nayak
8. Mrs. Kabita Gantayanta
9. Mr. Debadatta Panigrahi
10. Mr. Amaresh Panda

1. Opening Remarks: Dr. Ajoya Kumar Pradhan welcomed the members and outlined the key objectives for the meeting, emphasizing the importance of infrastructure improvements for the college's development.

2. Review of Previous Meeting Minutes: Review and confirm the minutes of the previous meeting held on September 13, 2023. Discuss the status of action items and any follow-up required.

3. Furnish of gymnasium:

The committee resolves to establish a new gym facility. The proposed location is near boy's hostel. A budget is allocated for this project, which will be sourced from Vidya Bikash Educational Trust. The project is to be completed by 2025. The responsibilities are divided among the committee members.

4. Formation of new Canteen:

- The committee resolves to establish a new canteen facility. The proposed location is near Boy's hostel. A budget is allocated for this project, which will be sourced from Vidya Bikash



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Educational Trust. The project is to be completed by 2025. The responsibilities are divided among the committee members.

6. Others, if any, with the Permission of the Chair

- No additional points were raised by the members.
- The Chairperson invited any urgent issues to be discussed, but none were presented.

7. Closing Remarks

- The principal summarized the resolutions passed and outlined the next steps for the Gym formation and formation of canteen.
- The date and agenda for the next meeting were tentatively scheduled.
- The meeting was adjourned with a vote of thanks to all participants for their contributions and active engagement.

Minutes Prepared by: Dr. Arun Kumar Parida

Approved by:

Dr. Ajoya Kumar Pradhan,
Principal,
GITAM, Bhubaneswar



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ATTENDANCE SHEET

The Following Members are present in the Buildings and Works Committee Proposal Meeting held in the seminar hall at 03.00 PM on Dt.13/02/2024

Sl.No.	NAME	SIGNATURE
1	Dr. Ajaya Kumar Pradhan	
2	Dr. S. S. Singh	
3	Dr. Arun Kumar Parida	
4	Dr. Tushar Kanta Das	
5	Mrs. Sanghamitra Mohapatra	
6	Mr.Sudeep Padhi	Sudeep Padhi
7	Mr.Avijit Nayak	Avijit Nayak
8	Mrs. Kabita Gantayanta	Kabita Gantayanta
9	Mr.Debadatta Panigrahi	
10	Mr.Amaresh Panda	Amaresh Panda

Chairman
Chairman
Building & Works Comm.ee