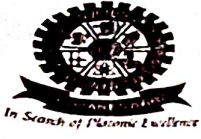


<b>Sl. No.</b>	<b>Name</b>	<b>Designation</b>
1	Mrs. Itishree Patro, Chairman of Vidya Vikash Educational Trust	Chairman
2	Prof. (Dr.) Ajoya Kumar Pradhan Principal, Gandhi Institute Of Technology & Management (GITAM), Bhubaneswar	Member Secretary (Ex-Officio)
3	Mr. Subasis Patro Industrialist, Bhubaneswar, Nominated by Vidya Vikash Educational Trust	Member
4	Mrs. Bindubhashini Patro Industrialist, Bhubaneswar, Nominated by Vidya Vikash Educational Trust	Member
5	Mr. Trinayana Rath Educationalist, Bhubaneswar, Nominated by Vidya Vikash Educational Trust	Member
6	Dr. Partha Sarkar Technologist, Bhubaneswar Nominated by Vidya Vikash Educational Trust	Member
7	Nominee from AICTE Eastern Regional Officer (Requested to ERO, Kolkata for his Nominee)	Member
8	Nominee from Biju Patnaik University of Technology (Requested to Registrar, BPUT, for his nominee)	Member (To be nominated)
9	Dr. Manas Ranjan Kabat, Nominee from Govt. of Odisha, Education Dept.	Member (To be nominated)
10	Prof. Dr. Arun Kumar Parida, Professor in Mechanical Engineering, Gandhi Institute Of Technology & Management (GITAM), Bhubaneswar	Member
11	Mr. Sudeep Kumar Padhi Asst. Professor in Electrical Engineering, Gandhi Institute Of Technology & Management (GITAM), Bhubaneswar	Member



# GANDHI INSTITUTE OF TECHNOLOGY AND MANAGEMENT (GITAM)

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No: **303**/GB/GITAM/2022

Date: 09.01.2022

## NOTICE

A meeting of the Governing Body will be held to discuss the following agenda in the GITAM Board Room, Gangapada, Bhubaneswar at **07:00P.M. on 19.01.2022**. 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. Budget for the session 2022-23
3. Preparation for NBA Accreditation.
4. Faculty Development Programme
5. Progress of Construction Work
6. Others, if any with the permission of the chair.

*Subasis Kumar Patro*

Secretary

### Copy to:

1. Mrs. Itisree Patro- Chairman
2. Prof. (Dr.) Ajoya Kumar Pradhan- Member Secretary
3. Mr. Subasis Kumar Patro- Member
4. Mrs. Bindubhashini Patro- Member
5. Mr. Trinayana Rath- Member
6. Prof. (Dr.) Partha Sarkar- Member
7. Prof. (Dr.) Manas Ranjan Kabat- Member
8. Prof. (Dr.) Arun Kumar Parida- Member
9. Mr. Sudeep Kumar Padhi- Member



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## Minutes of the meeting of the Governing Body, GITAM, Bhubaneswar

### Members present:

1. Mrs. Itisree Patro- Chairman
2. Prof. (Dr.) Ajoya Kumar Pradhan- Member Secretary
3. Mr. Subasis Kumar Patro-Member
4. Mrs. Bindubhashini Patro- Member
5. Mr. Trinayana Rath- Member
6. Prof. (Dr.) Partha Sarkar- Member
7. Prof. (Dr.) Manas Ranjan Kabat- Member
8. Prof. (Dr.) Arun Kumar Parida- Member
9. Mr. Sudeep Kumar Padhi- Member

A meeting of the Governing Body of Gandhi Institute of Technology & Management, Bhubaneswar was held in the GITAM, Board Room, Gangapada, Bhubaneswar at 07:00P.M. on 19.01.2022 with Mrs. Itisree Patro, Chairman on the chair.

The proceedings of the last meeting were read out thoroughly by the secretary and all the members unanimously agreed to confirm.

At the outset the Chairman wished a happy and prosperous new year to all the esteemed members of the Governing Body and all the honourable members also heartily reciprocated to the wish.

The Secretary – cum- Principal placed the budget for the financial year 2022-23. As per the budget an amount of Rs.9,25,00,000 has been allocated for the session 2022-23. All the esteemed members have gone through the budget in detail and felt that the allocation of funds is adequate. Hence, the august body agrees to approve the annual budget.

The Principal again informed the body that the compliance report as desired by the NBA has been sent and based on the pre qualifier report, the NBA has extended the period of accreditation up to 30/09/2022. After going through the compliance report the NBA may further extend the period of accreditation or may ask for a visit. The Principal also said that we are ready for any type of visit by the NBA. The Chairman expressed his satisfaction over the proceedings and said that the Principal should be given all the authority with regard to NBA accreditation.



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Dr. Sisira Kanta Pattanaik, Member emphasized on faculty development programmes to be organized in the college to improve the work efficiency of the faculty members. The Chairman and Dr. S. K Pattanaik, Member supported the view. The Principal replied that the college is organizing faculty development programmes in regular intervals but the Chairman insisted on organizing such programmes at least twice in a year and this should not be restricted to the faculties only rather such programmes should be organized for students also.

The Dean, Academics & Administration said that the construction is in full swing. The Chairman and Dr. S. S Singh said that they have personally supervised the construction work. They expect the Central Library to be opened for the students and faculty members by April and the renovation of the Canteen will be completed by November.

After a vivid discussion, the following resolutions are made-

## **Resolution – 1 (Confirmation of proceedings of last meeting )**

After thorough discussion it is resolved that the proceedings of the last meeting were confirmed.

## **Resolution – 2 (Approval of Budget)**

As such esteemed members of the body felt that allocation of funds in the budget placed by the Secretary for the financial year 2022-23 is adequate, it is resolved that the budget for 2022-23 is approved.

## **Resolution – 3 (Preparation for NBA Accreditation)**

Looking at the current position of application status for NBA accreditation, it is resolved that the Principal be given the responsibility of communication with NBA, facilitating the inspection and inform the Governing Body from time to time and seek the help of the house at the time of need.

## **Resolution – 4 (Faculty Development Programme)**

Keeping in view the necessity of faculty development programmes as well such programmes for the students, it is resolved that the Principal be given the responsibility of conducting such programmes both for students and faculty members and inform the august body about the progress in its next sitting.



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## Resolution – 5 (Construction Work)

Looking at the progress of the construction work it is resolved that the Dean, Academic & Administration be given the responsibility of expediting the construction work. However, the Chairman should make regular visit of the construction sites.

The meeting ended with a vote of thanks to the chair.

*Itirreepati*  
Chairman

*Subash Kumar Patra*  
Secretary



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## ATTENDANCE SHEET

The following members are present in the Governing Body meeting held on **19.01.2022** at **07:00 P.M.** in the GITAM, Board Room, Gangapada, Bhubaneswar.

SL.NO.	NAME	SIGNATURE
1	Mrs. Itisree Patro	Itisree Patro.
2	Prof. (Dr.) Ajoya Kumar Pradhan	Ajoya Kumar Pradhan
3	Mr. Subasis Kumar Patro	Subasis Kumar Patro
4	Mrs. Bindubhashini Patro	Bindubhashini Patro
5	Mr. Trinayana Rath	T. Rath
6	Prof. (Dr.) Partha Sarkar	Partha Sarkar 19.01.2022
7	Prof. (Dr.) Manas Ranjan Kabat	M.R. Kabat.
8	Prof. (Dr.) Arun Kumar Parida	Arun Kumar Parida.
9	Mr. Sudeep Kumar Padhi	Sudeep Padhi



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No: 202/GB/GITAM/2022

Date: 17.05.2022

## NOTICE

A meeting of the Governing Body will be held to discuss the following agenda in the GITAM, Board Room, Gangapada, Bhubaneswar at 07:00P.M. on 26.05.2022. 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. Faculty Development Programme
3. Renovation of garden and playground
4. Promotion of Faculty Members
5. Up-gradation of library
6. Audited Statement of Accounts
7. Others, if any with the permission of the chair

*Subasis Kumar Patro*  
Secretary

### Copy to:

1. Mrs. Itisree Patro- Chairman
2. Prof. (Dr.) Ajoya Kumar Pradhan- Member Secretary
3. Mr. Subasis Kumar Patro-Member
4. Mrs. Bindubhashini Patro- Member
5. Mr. Trinayana Rath- Member
6. Prof. (Dr.) Partha Sarkar- Member
7. Prof. (Dr.) Manas Ranjan Kabat- Member
8. Prof. (Dr.) Arun Kumar Parida- Member
9. Mr. Sudeep Kumar Padhi- Member



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## Minutes of the meeting of the Governing Body, GITAM, Bhubaneswar

### Members present:

1. Mrs. Itisree Patro- Chairman
2. Prof. (Dr.) Ajoya Kumar Pradhan- Member Secretary
3. Mr. Subasis Kumar Patro-Member
4. Mrs. Bindubhashini Patro- Member
5. Mr. Trinayana Rath- Member
6. Prof. (Dr.) Partha Sarkar- Member
7. Prof. (Dr.) Manas Ranjan Kabat- Member
8. Prof. (Dr.) Arun Kumar Parida- Member
9. Mr. Sudeep Kumar Padhi- Member

A meeting of the Governing Body of Gandhi Institute of Technology & Management, Bhubaneswar was held in the GITAM, Board Room, Gangapada, Bhubaneswar at 07:00P.M. on 26.05.2022 with Mrs. Itisree Patro, Chairman on the chair.

The proceedings of the last meeting were read out thoroughly by the secretary and all the members unanimously agreed to confirm.

The Principal informed the august body that steps has already been taken for conducting development programmes for faculty members and students. Each department in the college has taken the responsibility of conducting faculty development programmes, seminars and workshops.

The Principal informed the House that there are some faculty members working in the college since long time and are having rich experience in teaching and administration need to be promoted to higher positions. Dr A. K Parida agreed with the view of the Principal. The Chairman suggested that the HR will look into the eligibility of the faculty members as per the terms and conditions laid by the AICTE and submit their recommendation to the Principal which will be duly approved in the next meeting of the Governing Body.

Dr S. S Singh, Member emphasized on the enrichment of the library. The Principal said that as the student strength is increasing, there is a need to enrich the library by purchasing essential engineering reference books. Mrs. S S Sahoo said that there is also the necessity of subscribing to several online journals which will help the students learn more and keep themselves updated. Hence, it is decided that the librarian should be instructed to collect quotations from various publishers for purchase of books and journals. The Dean, Academics & Administration





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informed the house that the library construction work has been completed and it is ready to be opened at any date. The Chairman suggested that it should be opened as quick as possible for the students after a formal inauguration. Hence, all the members have agreed to conduct the inauguration programme in the month of June.

Answering the question raised by honourable Chairman about NBA accreditation, the Principal said that NBA has asked for fresh compliance in the new format and work is going on in this regard. The completed Compliance report will be submitted to the NBA in the month of January.

The Secretary placed the audited balance sheet for the session 2021-22 and all the members after thorough discussion agreed to approve the balance sheet by the body.

After a vivid discussion, the following resolutions are made-

**Resolution – 1 (Confirmation of proceedings of last meeting )**

After thorough discussion it is resolved that the proceedings of the last meeting were confirmed.

**Resolution – 2 (Faculty Development Programme)**

Keeping in view the necessity of faculty development programmes as well such programmes for the students, it is resolved that the Principal be given the responsibility of conducting such programmes both for students and faculty members in the month when the resource persons are available.

**Resolution – 3 (Promotion of Faculty Members)**

As proposed by the Principal and as per the suggestion of the Chairman, it is resolved that the Career Advancement Committee be given the responsibility to look into the eligibility and recommend the Principal to promote the faculty members which will be placed by the Principal in the next governing body meeting for approval.

**Resolution - 4 (Enrichment of library )**

As emphasized by Dr. S. S Singh and considering the necessity of reference books and journals for engineering students, it is resolved that, Principal be given the responsibility of finalizing the books to be purchased and the journals to be subscribed and the librarian be instructed to collect quotations from different publishers in this regard. It is also resolved that the Principal be given the responsibility of selecting a date in the month of June for the inauguration of the library Setup.



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**ATTENDANCE SHEET**

The following members are present in the Governing Body meeting held on **26.05.2022** at **07:00 P.M.** in the GITAM, Board Room, Gangapada, Bhubaneswar.

SL.NO.	NAME	SIGNATURE
1	Mrs. Itisree Patro	Itisree Patro
2	Prof. (Dr.) Ajoya Kumar Pradhan	Ajaya Kumar Pradhan
3	Mr. Subasis Kumar Patro	Subasis Kumar Patro
4	Mrs. Bindubhashini Patro	Bindubhashini Patro
5	Mr. Trinayana Rath	T. Rath
6	Prof. (Dr.) Partha Sarkar	Partha Sarkar 26.05.2022
7	Prof. (Dr.) Manas Ranjan Kabat	M. R. Kabat
8	Prof. (Dr.) Arun Kumar Parida	Arun Kumar Parida
9	Prof. Sudeep Kumar Padhi	Sudeep Kumar Padhi



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No: 309 /GB/GITAM/2022

Date: 10.07.2022

## NOTICE

A meeting of the Governing Body will be held to discuss the following agenda in the GITAM, Board Room, Gangapada, Bhubaneswar at 06:00P.M. on 20.07.2022. 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. Orientation of newly admitted students
3. Construction work.
4. NBA Accreditation
5. Promotion of Faculty Members
6. Others, if any with the permission of the chair

*Subasis Kumar Patro*

Secretary

### Copy to:

1. Mrs. Itisree Patro- Chairman
2. Prof. (Dr.) Ajaya Kumar Pradhan- Member Secretary
3. Mr. Subasis Kumar Patro-Member
4. Mrs. Bindubhashini Patro- Member
5. Mr. Trinayana Rath- Member
6. Prof. (Dr.) Partha Sarkar- Member
7. Prof. (Dr.) Manas Ranjan Kabat- Member
8. Prof. (Dr.) Arun Kumar Parida- Member
9. Mr. Sudeep Kumar Padhi- Member



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## Minutes of the meeting of the Governing Body, GITAM, Bhubaneswar

### Members present:

1. Mrs. Itisree Patro- Chairman
2. Prof. (Dr.) Ajoya Kumar Pradhan- Member Secretary
3. Mr. Subasis Kumar Patro-Member
4. Mrs. Bindubhashini Patro- Member
5. Mr. Trinayana Rath- Member
6. Prof. (Dr.) Partha Sarkar- Member
7. Prof. (Dr.) Manas Ranjan Kabat- Member
8. Prof. (Dr.) Arun Kumar Parida- Member
9. Mr. Sudeep Kumar Padhi- Member

A meeting of the Governing Body of Gandhi Institute of Technology & Management, Bhubaneswar was held in the GITAM, Board Room, Gangapada, Bhubaneswar at 06:00P.M. on 20.07.2022 with Mrs. Itisree Patro, Chairman on the chair.

The proceedings of the last meeting were read out thoroughly by the secretary and all the members unanimously agreed to confirm.

The Principal informed the house that the admission process for the academic session 2022-23 is over and it is a good news that the admission is up to mark. The students and parents have posed faith on the institution once again. Prof. (Dr.) Partha Sarkar suggested that the orientation of the newly admitted students should be conducted in a grand way. The Chairman suggested that the parents should also be invited to attend the orientation programme. All the members supported the idea and it is decided that all the students with their parents are to be informed early so that they can make arrangement to attend the orientation programme.

The chairman Mrs. Itisree Patro brought to the notice of the body that there is a need of infrastructural facilities for which there should be construction work to facilitate teaching and other requirements for the students. Mrs. B. B Patro, Member, also threw light on infrastructural and faculty requirements. All the members accepted the proposal and requested the chairman to grant financial assistance to meet the expenditure to be incurred. Hence, it is decided that the existing canteen should be renovated.

Answering the question raised by honourable Chairman about NBA accreditation, the Principal said that yesterday that is on 19/07/2022 the college has submitted the revised compliance



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report along with the requisite fees in the NBA Portal and we are waiting for a reply from them for a fresh visit on the compliance.

Regarding the promotion of faculty members, the Dean, Academics & Administration said that as per the resolution made by the Governing Body in its last meeting, the Career Advancement committee went through the feasibility from various angles as per AICTE norms and recommended the names of the faculty members to be promoted. In this process a total number of 12 faculty members have been promoted out of which 4 Assistant Professors have been promoted to the position of Associate Professor and 08 associate Professors have been promoted to the position Professor. All the members went through the recommendation report of the Career Advancement committee and consented for the promotion.

After a vivid discussion, the following resolutions are made-

## **Resolution – 1 (Confirmation of proceedings of last meeting )**

After thorough discussion it is resolved that the proceedings of the last meeting were confirmed.

## **Resolution – 2 (Orientation programme )**

Keeping in view the good response of the students and parents for choosing this institution for admission, it is resolved that the orientation programme for the newly admitted students be organized in a grand way and all the students with their parents be invited to attend the programme.

## **Resolution – 3 (Infrastructural Facility)**

As stated by Mr. Trinayana Rath to provide infrastructural facility such as classrooms, computers, etc. that is needed at this moment and as all the members accepted the proposal, it is resolved that the Dean, Academics & Administration be given the responsibility of arranging infrastructural facility for the students and chalk out a plan for the renovation of the canteen.

## **Resolution – 4 (NBA Accreditation)**

Looking at the current position of application status for NBA accreditation, it is resolved that the Principal be entrusted the responsibility of communicating with NBA and conduct the inspection by the peer team as per his capacity and seek the help of the house at the time of need.



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## Resolution – 5 (Promotion of Faculty Members)

After going through the recommendation of the Career Advancement Committee, it is resolved that the promotion of 12 faculty members for various positions as recommended by the HR headed by the Principal be approved and be effective from 01/06/2022.

The meeting ended with a vote of thanks to the chair.

*Jitesree Patra*  
Chairman

*Subash Kumar Patra*  
Secretary



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**ATTENDANCE SHEET**

The following members are present in the Governing Body meeting held on **20.07.2022** at **06:00 P.M.** in the GITAM, Board Room, Gangapada, Bhubaneswar.

SL.NO.	NAME	SIGNATURE
1	Mrs. Itisree Patro	Itisree Patro
2	Prof. (Dr.) Ajoya Kumar Pradhan	Ajaya Kumar Pradhan
3	Mr. Subasis Kumar Patro	Subasis Kumar Patro
4	Mrs. Bindubhashini Patro	Bindubhashini Patro
5	Mr. Trinayana Rath	T. Rath
6	Prof. (Dr.) Partha Sarkar	Partha Sarkar 20.07.2022
7	Prof. (Dr.) Manas Ranjan Kabat	M. R. Kabat
8	Prof. (Dr.) Arun Kumar Parida	Arun Kumar Parida
9	Mr. Sudeep Kumar Padhi	Sudeep Kumar Padhi



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No: 300 /GB/GITAM/2022

Date: 10.11.2022

## NOTICE

A meeting of the Governing Body will be held to discuss the following agenda in the Conference Hall of the College at **06:00P.M. on 19.11.2022**. 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. Approval of the appointment of faculty members
3. NBA Accreditation
4. International Conference
5. Incubation Cell
6. Extension of Workshop
7. Others, if any with the permission of the chair.

*Subasis Kumar Patro*  
Secretary

### Copy to:

1. Mrs. Itisree Patro- Chairman
2. Prof. (Dr.) Ajoya Kumar Pradhan- Member Secretary
3. Mr. Subasis Kumar Patro-Member
4. Mrs. Bindubhashini Patro- Member
5. Mr. Trinayana Rath- Member
6. Prof. (Dr.) Partha Sarkar- Member
7. Prof. (Dr.) Manas Ranjan Kabat- Member
8. Prof. (Dr.) Arun Kumar Parida- Member
9. Mr. Sudeep Kumar Padhi- Member





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## Minutes of the meeting of the Governing Body, GITAM, Bhubaneswar

### Members present:

1. Mrs. Itisree Patro- Chairman
2. Prof. (Dr.) Ajoya Kumar Pradhan- Member Secretary
3. Mr. Subasis Kumar Patro-Member
4. Mrs. Bindubhashini Patro- Member
5. Mr. Trinayana Rath- Member
6. Prof. (Dr.) Partha Sarkar- Member
7. Prof. (Dr.) Manas Ranjan Kabat- Member
8. Prof. (Dr.) Arun Kumar Parida- Member
9. Mr. Sudeep Kumar Padhi- Member

A meeting of the Governing Body of Gandhi Institute of Technology & Management, Bhubaneswar was held in the Conference Hall of the College at **06.00PM on 19.11.2022** with Mrs. Itisree Patro, Chairman on the chair.

The proceedings of the last meeting were read out thoroughly by the secretary and all the members unanimously agreed to confirm.

The Principal informed the house that the recruitment of the faculty members is done as per the recommendation of the selection committee and appointment letters have been issued to the recommended candidates and they have joined their duties in the stipulated time. All the appointments are needed to be confirmed so that they can continue as permanent faculty of the institution.

The Mr. S Patro threw light on NBA accreditation to which the Principal has replied that the accreditation fees for compliance of three programmes have been deposited in the NBA. The Principal also said that NBA normally does not conduct visit in the months of May and June. So, it is expected that the one day visit of the NBA expert team may take place in July or August.

The Principal informed the House that the college has conducted an Faculty Development Programme on Advanced Engineering Material from 21 to 23 September. Reputed professors from universities attended the conference as key note speakers. Dr. S. S Singh said that the conference has helped the faculty members to learn a lot. Prof. (Dr.) Partha Sarkar suggested that such conferences should be conducted in the college on a regular basis.

Answering a question asked by Prof. (Dr.) Manas Ranjan Kabat about the establishment of the incubation Cell, the Principal informed that the proposal for incubation cell was already sent to



# GANDHI INSTITUTE OF TECHNOLOGY AND MANAGEMENT (GITAM)

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

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the MSME, Govt. of India. The Cell would be named as Balaji Incubation Cell. So, it will be named as "Balaji Incubation Centre". The Principal said that he is proceeding to New Delhi for giving a presentation on the Project at the MSME.

The Dean, Academics & Administration said that as per the requirement of AICTE, the space of the work shop needs to be increased as the number of students is increasing year by year. All the members unanimously agreed for the extension of the work shop.

After a vivid discussion, the following resolutions are made-

### **Resolution – 1 (Confirmation of proceedings of last meeting )**

After thorough discussion it is resolved that the proceedings of the last meeting were confirmed.

### **Resolution – 2 (Approval of the appointment of faculty members)**

Keeping in view the process of selection and the submission of documents in support of the same it is resolved that the appointment of faculty members be approved and they should be treated as permanent faculty of the institution.

### **Resolution – 3 (NBA Accreditation)**

As the august house felt the necessity of NBA accreditation hence it is resolved that the Principal be given the responsibility of completing the documentation for NBA accreditation as quick as possible and be prepared for a visit at any time.

### **Resolution – 4 (International Conferences)**

Looking at the benefits of international Conferences, it is resolved that the Principal be given the responsibility of arranging Faculty Development Programme in the college at regular intervals of time.

### **Resolution – 5 (Incubation Centre)**

Expressing satisfaction over the progress of work regarding the establishment of the incubation centre it is resolved that the Principal be given the responsibility of doing the needful and take the advice of the Chairman wherever necessary.

### **Resolution – 6 (Extension of Work shop)**

Keeping in view the requirement of students and the AICTE for extension of the Work shop, it is resolved that the Dean, Academic & Administration be given the responsibility of extending the work shop by utilizing man power of the college and procuring required materials for the same. The meeting ended with a vote of thanks to the chair.

*Steeve patu.*  
Chairman

*Subodh Kumar Patra*  
Secretary



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**ATTENDANCE SHEET**

The following members are present in the Governing Body meeting held on **19.11.2022** at **06:00 P.M.** in the Conference Hall of Gandhi Institute for Technological Advancement, Bhubaneswar.

SL.NO.	NAME	SIGNATURE
1	Mrs. Itisree Patro	Itisree Patro.
2	Prof. (Dr.) Ajaya Kumar Pradhan	Ajaya Kumar Pradhan
3	Mr. Subasis Kumar Patro	Subasis Kumar Patro
4	Mrs. Bindubhashini Patro	Bindubhashini Patro
5	Mr. Trinayana Rath	T. Rath
6	Prof. (Dr.) Partha Sarkar	Partha Sarkar 19.11.2022
7	Prof. (Dr.) Manas Ranjan Kabat	M.R Kabat
8	Prof. (Dr.) Arun Kumar Parida	Arun Kumar Parida.
9	Mr. Sudeep Kumar Padhi	Sudeep Kumar Padhi



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No: 299/GB/GITAM/2021

Date: 08.01.2021

## NOTICE

A meeting of the Governing Body will be held to discuss the following agenda in the GITAM Board Room, Gangapada, Bhubaneswar, Bhubaneswar at 07:00P.M. on 18.01.2021. 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. Budget for the session 2021-22
3. Faculty Development Programme
4. Others, if any with the permission of the chair.

*Subasis Kumar Patro*  
Secretary

### Copy to:

1. Mrs. Itisree Patro- Chairman
2. Prof. (Dr.) Ajoya Kumar Pradhan- Member Secretary
3. Mr. Subasis Kumar Patro-Member
4. Mrs. Bindubhashini Patro- Member
5. Mr. Trinayana Rath- Member
6. Prof. (Dr.) Partha Sarkar- Member
7. Prof. (Dr.) Manas Ranjan Kabat- Member
8. Prof. (Dr.) Arun Kumar Parida- Member
9. Mr. Sudeep Kumar Padhi- Member



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**Minutes of the meeting of the Governing Body, GITAM, Bhubaneswar**

**Members present:**

1. Mrs. Itisree Patro- Chairman
2. Prof. (Dr.) Ajoya Kumar Pradhan- Member Secretary
3. Mr. Subasis Kumar Patro-Member
4. Mrs. Bindubhashini Patro- Member
5. Mr. Trinayana Rath- Member
6. Prof. (Dr.) Partha Sarkar- Member
7. Prof. (Dr.) Manas Ranjan Kabat- Member
8. Prof. (Dr.) Arun Kumar Parida- Member
9. Mr. Sudeep Kumar Padhi- Member

A meeting of the Governing Body of Gandhi Institute of Technology & Management, Bhubaneswar was held in the GITAM, Board Room, Gangapada, Bhubaneswar, Bhubaneswar at **07:00P.M. on 18.01.2021** with Mrs. Itisree Patro, Chairman on the chair.

The proceedings of the last meeting were read out thoroughly by the secretary and all the members unanimously agreed to confirm.

At the outset the Chairman wished a happy and prosperous new year to all the esteemed members of the Governing Body and all the honourable members also heartily reciprocated to the wish.

The Secretary-cum-Principal placed the budget for the financial year 2021-22. As per the budget an amount of Rs.7,50,00,000 has been allocated for the session 2021-22. All the esteemed members have gone through the budget in detail and felt that the allocation of funds is adequate. Hence, the august body agrees to approve the annual budget.

Mr. Avijit Nayak, Member emphasized on faculty development programmes to be organized in the college to improve the work efficiency of the faculty members. The Chairman and Dr. A, K Parida, Member supported the view. The Principal replied that the college is organizing faculty development programmes in regular intervals but the Chairman insisted on organizing such programmes at least twice in a year and this should not be restricted to the faculties only rather such programmes should be organized for students also.

After a vivid discussion, the following resolutions are made-

**Resolution – 1 (Confirmation of proceedings of last meeting )**

After thorough discussion it is resolved that the proceedings of the last meeting were confirmed.

**Resolution – 2 (Approval of Budget)**

As such esteemed members of the body felt that allocation of funds in the budget placed by the Secretary for the financial year 2021-22 is adequate, it is resolved that the budget for 2021-22 is approved.



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## Resolution – 3 (Faculty Development Programme)

Keeping in view the necessity of faculty development programmes as well such programmes for the students, it is resolved that the Principal be given the responsibility of conducting such programmes both for students and faculty members and inform the august body about the progress in its next sitting.

The meeting ended with a vote of thanks to the chair.

  
Chairman

  
Secretary



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## ATTENDANCE SHEET

The following members are present in the Governing Body meeting held on 18.01.2021 at 07:00 P.M. in the GITAM, Board Room, Gangapada, Bhubaneswar, Bhubaneswar.

SL.NO.	NAME	SIGNATURE
1	Mrs. Itisree Patro	Itisree Patro
2	Prof. (Dr.) Ajoya Kumar Pradhan	Ajaya Kumar Pradhan
3	Mr. Subasis Kumar Patro	Subasis Kumar Patro
4	Mrs. Bindubhashini Patro	Bindubhashini Patro
5	Mr. Trinayana Rath	T. Rath
6	Prof. (Dr.) Partha Sarkar	Partha Sarkar 18.01.2021
7	Prof. (Dr.) Manas Ranjan Kabat	M.R Kabat
8	Prof. (Dr.) Arun Kumar Parida	Arun Kumar Parida
9	Mr. Sudeep Kumar Padhi	Sudeep Kumar Padhi



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No: 298/GB/GITAM/2021

Date: 17.05.2021

## NOTICE

A meeting of the Governing Body will be held to discuss the following agenda in the GITAM, Board Room, Gangapada, Bhubaneswar at 05:00P.M. on 25.05.2021. 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. Faculty Development Programme
3. Renovation of garden and playground
4. Up-gradation of library
5. Others, if any with the permission of the chair

*Subasis Kumar Patro*  
Secretary

- Copy to:
1. Mrs. Itisree Patro- Chairman
  2. Prof. (Dr.) Ajoya Kumar Pradhan- Member Secretary
  3. Mr. Subasis Kumar Patro-Member
  4. Mrs. Bindubhashini Patro- Member
  5. Mr. Trinayana Rath- Member
  6. Prof. (Dr.) Partha Sarkar- Member
  7. Prof. (Dr.) Manas Ranjan Kabat- Member
  8. Prof. (Dr.) Arun Kumar Parida- Member
  9. Mr. Sudeep Kumar Padhi- Member





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## Minutes of the meeting of the Governing Body, GITAM, Bhubaneswar

### Members present:

1. Mrs. Itisree Patro- Chairman
2. Prof. Prof. (Dr.) Ajoya Kumar Pradhan- Member Secretary
3. Mr. Subasis Kumar Patro-Member
4. Mrs. Bindubhashini Patro- Member
5. Mr. Trinayana Rath- Member
6. Prof. (Dr.) Partha Sarkar- Member
7. Prof. (Dr.) Manas Ranjan Kabat- Member
8. Prof. (Dr.) Arun Kumar Parida- Member
9. Mr. Sudeep Kumar Padhi- Member

A meeting of the Governing Body of Gandhi Institute of Technology & Management, Bhubaneswar was held in the GITAM, Board Room, Gangapada, Bhubaneswar at 05:00P.M. on 25.05.2021 with Mrs. Itisree Patro, Chairman on the chair.

The proceedings of the last meeting were read out thoroughly by the secretary and all the members unanimously agreed to confirm.

The Principal informed the august body that steps has already been taken for conducting development programmes for faculty members and students. Mr. Avijit Nayak has been contacted for faculty development programme and Mr. Sisira Kanta Pattanaik has been contacted to conduct a personality development programme. However, both the resource persons have given time in the month of July.

Mr. Subasis Kumar Patro emphasized that the Principal should be given financial autonomy with an authority to draw and disbursement. He also said that the HoDs of all the departments should be given an imprest money so as to facilitate departmental activities.

Mrs. S. S Sahoo, Member emphasized on the enrichment of the library. The Principal said that as the student strength is increasing, there is a need to enrich the library by purchasing essential engineering reference books. Prof. S. S Singh said that there is also the necessity of subscribing to several online journals which will help the students learn more and keep themselves updated. Hence, it is decided that the librarian should be instructed to collect quotations from various publishers for purchase of books and journals.

The Secretary placed the audited balance sheet for the session 2020-21 and all the members after thorough discussion agreed to approve the balance sheet by the body.



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After a vivid discussion, the following resolutions are made-

## Resolution – 1 (Confirmation of proceedings of last meeting )

After thorough discussion it is resolved that the proceedings of the last meeting were confirmed.

## Resolution – 2 (Faculty Development Programme)

Keeping in view the necessity of faculty development programmes as well such programmes for the students, it is resolved that the Principal be given the responsibility of conducting such programmes both for students and faculty members in the month when the resource persons are available.

## Resolution – 3 (DDA and Imprest money)

As stated by the Chairman and feeling the necessity financial authority to the Principal it is resolved that the Principal be given the drawing and disbursement authority and an imprest money of Rs. 10000/- be given to the HoDs of all the departments for the smooth functioning of the departments.

## Resolution – 4 (Enrichment of library )

As emphasized by Mrs. S. S Sahoo and considering the necessity of reference books and journals for engineering students, it is resolved that he Principal be given the responsibility of finalizing the books to be purchased and the journals to be subscribed and the librarian be instructed to collect quotations from different publishers in this regard.

## Resolution – 5 (Audited statement )

After vivid discussion about the income and expenditure incurred during the last session, it is resolved that the audited statement of accounts and balance sheet for the session 2020-21 be approved.

The meeting ended with a vote of thanks to the chair.

*Itiree patra .*  
Chairman

*Subash Kumar Patra*  
Secretary



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## ATTENDANCE SHEET

The following members are present in the Governing Body meeting held on 25.05.2021 at 05:00 P.M. in the GITAM, Board Room, Gangapada, Bhubaneswar.

SL.NO.	NAME	SIGNATURE
1	Mrs. Itisree Patro	Itisree Patro
2	Prof. Prof. (Dr.) Ajoya Kumar Pradhan	A.K.P.
3	Mr. Subasis Kumar Patro	S.K.P.
4	Mrs. Bindubhashini Patro	Bindubhashini Patro
5	Mr. Trinayana Rath	T. Rath
6	Prof. (Dr.) Partha Sarkar	Partha Sarkar 25.05.2021
7	Prof. (Dr.) Manas Ranjan Kabat	M.R. Kabat
8	Prof. (Dr.) Arun Kumar Parida	Arun Kumar Parida
9	Mr. Sudeep Kumar Padhi	Sudeep K. Padhi



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No: 297/GB/GITAM/2021

Date: 10.08.2021

## NOTICE

A meeting of the Governing Body will be held to discuss the following agenda in the GITAM, Board Room, Gangapada, Bhubaneswar at 05:00P.M. on 17.08.2021. 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. Faculty Development Programme
3. Orientation of newly admitted students
4. Construction work.
5. Change of Mission statement
6. NBA Accreditation
7. Financial Delegation to leadership team-  
Principal, Dean & HoDs-  
Impress money 1,00,000/- to Principal  
Impress money 50,000/- to Dean & HoD.
8. Others, if any with the permission of the chair

*Subasis Kumar Patro*  
Secretary

Copy to:

1. Mrs. Itisree Patro- Chairman
2. Prof. Prof. (Dr.) Ajoya Kumar Pradhan- Member Secretary
3. Mr. Subasis Kumar Patro-Member
4. Mrs. Bindubhashini Patro- Member
5. Mr. Trinayana Rath- Member
6. Prof. (Dr.) Partha Sarkar- Member
7. Prof. (Dr.) Manas Ranjan Kabat- Member
8. Prof. (Dr.) Arun Kumar Parida- Member
9. Mr. Sudeep Kumar Padhi- Member



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## Minutes of the meeting of the Governing Body, GITAM, Bhubaneswar

### Members present:

1. Mrs. Itisree Patro- Chairman
2. Prof. Prof. (Dr.) Ajoya Kumar Pradhan- Member Secretary
3. Mr. Subasis Kumar Patro-Member
4. Mrs. Bindubhashini Patro- Member
5. Mr. Trinayana Rath- Member
6. Prof. (Dr.) Partha Sarkar- Member
7. Prof. (Dr.) Manas Ranjan Kabat- Member
8. Prof. (Dr.) Arun Kumar Parida- Member
9. Mr. Sudeep Kumar Padhi- Member

A meeting of the Governing Body of Gandhi Institute of Technology & Management, Bhubaneswar was held in the GITAM, Board Room, Gangapada, Bhubaneswar at 05:00P.M. on 17.08.2021 with Mrs. Itisree Patro, Chairman on the chair.

The proceedings of the last meeting were read out thoroughly by the secretary and all the members unanimously agreed to confirm.

At the outset the Principal informed the house that one programme for faculty development and one for personality development of the students have been conducted in the college by Mr Avijit Nayak and Mr Sisira Kanta Pattanaik respectively in the month of July. The Chairman thanked the Principal for this and insisted that such programmes should continue in the future in a regular basis.

The Principal informed the house that the admission process for the academic session 2021-22 is over and it is a good news that the admission is up to mark. The students and parents have posed faith on the institution once again. Dr. M. R Kabat suggested that the orientation of the newly admitted students should be conducted in a grand way. The Chairman suggested that the parents should also be invited to attend the orientation programme. All the members supported the idea and it is decided that all the students with their parents are to be informed early so that they can make arrangement to attend the orientation programme.

The Secretary Mr. S Patro brought to the notice of the body that there is a need of infrastructural facilities for which there should be construction work to facilitate teaching and other requirements for the students. Mrs. B. B Patro, Member, also threw light on infrastructural and



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faculty requirements. All the members accepted the proposal and requested the chairman to grant financial assistance to meet the expenditure to be incurred.

The Principal proposed to change the mission statement of the institution which reads as:-

## Mission:

- To promote holistic excellence in the new generation of students according to the National Education Policy.
- To facilitate a conducive research ambience and establishing innovation eco system.
- To maintain honesty and integrity in multidisciplinary areas of new edge technologies in collaboration with industries.

All the members accepted the new mission statements as they are worthy of present time and will enhance the dignity of the institution.

After a vivid discussion, the following resolutions are made-

### Resolution – 1 (Confirmation of proceedings of last meeting )

After thorough discussion it is resolved that the proceedings of the last meeting were confirmed.

### Resolution – 2 (Orientation programme)

Keeping in view the good response of the students and parents for choosing this institution for admission, it is resolved that the orientation programme for the newly admitted students be organized in a grand way and all the students with their parents be invited to attend the programme.

### Resolution – 3 (Infrastructural Facility)

As stated by Smt. B. B Patro to provide infrastructural facility such as classrooms, computers, etc. that is needed at this moment and as all the members accepted the proposal, it is resolved that the Dean, Academics & Administration be given the responsibility of arranging infrastructural facility for the students.

### Resolution – 4 (Additional Expenditure)

As an additional expenditure will be incurred due to the development in infrastructure and construction, it is resolved that an estimated expenditure statement be given to the Chairman by the Principal regarding this.

### Resolution – 4 (Approval of Mission Statement)

As all the members felt that the new mission statements are worthy in view of the present technological scenario, it is resolved that the new mission statements be approved and they should be reflected in the website of the institution.

The meeting ended with a vote of thanks to the chair.

*J. Suree Patro*  
Chairman

*Surbashini Kumar Patro*  
Secretary



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## ATTENDANCE SHEET

The following members are present in the Governing Body meeting held on 17.08.2021 at 05:00 P.M. in the GITAM, Board Room, Gangapada, Bhubaneswar.

SL.NO.	NAME	SIGNATURE
1	Mrs. Itisree Patro	Itisree Patro
2	Prof. Prof. (Dr.) Ajoya Kumar Pradhan	Ajoya Kumar Pradhan
3	Mr. Subasis Kumar Patro	SPatro
4	Mrs. Bindubhashini Patro	Bindubhashini Patro
5	Mr. Trinayana Rath	T. Rath
6	Prof. (Dr.) Partha Sarkar	Partha Sarkar 17.08.2021
7	Prof. (Dr.) Manas Ranjan Kabat	M.R Kabat
8	Prof. (Dr.) Arun Kumar Parida	Arun Kumar Parida
9	Mr. Sudeep Kumar Padhi	Sudeep Kumar Padhi



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No: 296 /GB/GITAM/2020

Date: 28.01.2020

## NOTICE

A meeting of the Governing Body will be held to discuss the following agenda in the GITAM Board Room, Bhubaneswar at 07:00P.M. on 07.02.2020. 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. Budget for the session 2020-21
3. Academic Calendar and List of Holidays
4. AICTE Affiliation Work
5. Increase in Intake
6. Activities of IQAC
7. Others, if any with the permission of the chair.

*Subasis Kumar Patro*

Secretary

Copy to:

1. Mrs. Ilisree Patro- Chairman
2. Prof. (Dr.) Ajoya Kumar Pradhan- Member Secretary
3. Mr. Subasis Kumar Patro-Member
4. Mrs. Bindubhashini Patro- Member
5. Mr. Trinayana Rath- Member
6. Prof. (Dr.) Partha Sarkar- Member
7. Prof. (Dr.) Manas Ranjan Kabat- Member
8. Prof. (Dr.) Arun Kumar Parida- Member
9. Mr. Sudeep Kumar Padhi- Member





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No: 296 /GB/GITAM/2020

Date: 28.01.2020

## NOTICE

A meeting of the Governing Body will be held to discuss the following agenda in the GITAM Board Room, Bhubaneswar at 07:00P.M. on 07.02.2020. 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. Budget for the session 2020-21
3. Academic Calendar and List of Holidays
4. AICTE Affiliation Work
5. Increase in Intake
6. Activities of IQAC
7. Others, if any with the permission of the chair.

*Subasis Kumar Patro*

Secretary

### Copy to:

1. Mrs. Itisree Patro- Chairman
2. Prof. (Dr.) Ajoya Kumar Pradhan- Member Secretary
3. Mr. Subasis Kumar Patro-Member
4. Mrs. Bindubhashini Patro- Member
5. Mr. Trinayana Rath- Member
6. Prof. (Dr.) Partha Sarkar- Member
7. Prof. (Dr.) Manas Ranjan Kabat- Member
8. Prof. (Dr.) Arun Kumar Parida- Member
9. Mr. Sudeep Kumar Padhi- Member



# 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](http://www.gitam.ac.in) Mail: [principal@gitam.ac.in](mailto:principal@gitam.ac.in), Mob: 7978380513, 9438133221

## Minutes of the meeting of the Governing Body, GITAM, Bhubaneswar

### Members present:

1. Mrs. Itisree Patro- Chairman
2. Prof. (Dr.) Ajoya Kumar Pradhan- Member Secretary
3. Mr. Subasis Kumar Patro-Member
4. Mrs. Bindubhashini Patro- Member
5. Mr. Trinayana Rath- Member
6. Prof. (Dr.) Partha Sarkar- Member
7. Prof. (Dr.) Manas Ranjan Kabat- Member
8. Prof. (Dr.) Arun Kumar Parida- Member
9. Mr. Sudeep Kumar Padhi- Member

A meeting of the Governing Body of Gandhi Institute of Technology & Management, Bhubaneswar was held in the Board Room of the College at Gangapada, Bhubaneswar at **07.00PM on 07.02.2020** with Mrs. Itisree Patro, Chairman on the chair.

The proceedings of the last meeting were read out thoroughly by the secretary and all the members unanimously agreed to confirm.

At the outset the Chairman expressed his unhappiness for conducting the first Governing Body meeting so late due to non availability of some of the esteemed members. He wished every honourable member a very happy and prosperous new year and wished the institution to reach wuthering heights this year.

The Secretary – cum- Principal placed the budget for the financial year 2020-21. As per the budget an amount of Rs.5,98,00,000 has been allocated for the session 2020-21. All the esteemed members have gone through the budget in detail and felt that the allocation of funds is adequate. Hence, the august body agrees to approve the annual budget.

Prof. Dr. A. K Parida, Dean Academics & Admin placed the Academic Calendar and the list of holidays for the year 2021. He informed that the Academic Calendar is prepared as per the calendar provided by the BPUT. He also informed that the total number of holidays in the year 2021 will be 36 including two special holidays under the discretion of the Principal. The house has gone through the details of the holidays and unanimously agreed to approve the list.

The Principal informed the house that the AICTE has already been applied for new intake in MBA 120 seats and additional courses in Computer Science & Technology with 60 seats each. The institution will appear before a Scrutiny Committee in the month of April and decision regarding this by the AICTE will be as per the recommendation of the scrutiny committee.

The Dean, Academic & Administration Dr. A. K Parida informed that due to increase in intake and additional courses there will be an additional requirement of faculty members and infrastructure. All the members felt the necessity of the same and the Chairman suggested that the recruitment should be done as soon as the institution gets approval from the AICTE regarding increase in intake and additional courses.



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Answering the question raised by honourable Chairman about preparation for application for the grant of AICTE Affiliation Status, the Principal replied that the proposal for the grant of fresh affiliation status has been submitted to the AICTE on 22/12/2021 and it is expected that the AICTE will form an expert team for an on-site visit by the month of April. However, the institution has not received NOC from BPUT or Govt. of Odisha.

The Principal tabled the minutes of the meeting of the Internal Quality Assurance Cell (IQAC) held on 11/01/2021 regarding the activities to be undertaken by the Cell and sought approval of the august body in order to implement the proposals laid down by the IQAC. All the members praised the IQAC for the active participation in the development of the institution and wished that the Cell would continue the activities with utter dedication.

After a vivid discussion, the following resolutions are made-

### **Resolution – 1(Confirmation of proceedings of last meeting)**

After thorough discussion it is resolved that the proceedings of the last meeting were confirmed.

### **Resolution – 2(Approval of Budget)**

As such esteemed members of the body felt that allocation of funds in the budget placed by the Secretary for the financial year 2020-21 is adequate, it is resolved that the budget for 2020-21 is approved.

### **Resolution – 3 (Academic Calendar and List of Holidays)**

As presented by the Dean Academics & Admin as the House felt the appropriateness of the holidays, it is resolved that both the Academic Calendar and the List of Holidays be approved for the year 2021.

### **Resolution – 4 (Faculty Recruitment)**

As suggested by the Dean Academic & Administration and as the necessity for faculty recruitment is strongly felt, it is resolved that required faculty members be recruited as per the guidelines of the AICTE.

### **Resolution – 5 (Activities of IQAC)**

After going through the detail activities of the IQAC, it is resolved that the Dean, Academic & Administration be given the responsibility to implement the suggestions provided by the IQAC and the activities of the IQAC are approved.

The meeting ended with a vote of thanks to the chair.

*Stisree patra .*  
Chairman

*Subashis Kumar Patra*  
Secretary



**ATTENDANCE SHEET**

The following members are present in the Governing Body meeting held in the Corporate Office of the College Board Room, Gangapada, Bhubaneswar at 07.00PM on 07.02.2020.

SL.NO.	NAME	SIGNATURE
1	Mrs. Itisree Patro	Itisree Patro
2	Prof. (Dr.) Ajoya Kumar Pradhan	Ajoya Kumar Pradhan
3	Mr. Subasis Kumar Patro	SR Patro
4	Mrs. Bindubhashini Patro	Bindubhashini Patro
5	Mr. Trinayana Rath	T. Rath
6	Prof. (Dr.) Partha Sarkar	Partha Sarkar 07-02-2020
7	Prof. (Dr.) Manas Ranjan Kabat	M.R. Kabat
8	Prof. (Dr.) Arun Kumar Parida	Arun Kumar Parida
9	Mr. Sudeep Kumar Padhi	Sudeep K. Padhi



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No: 295/GB/GITAM/2020

Date: 08.09.2020

## NOTICE

A meeting of the Governing Body will be held to discuss the following agenda in the GITAM Board Room, Bhubaneswar at **05:00P.M. on 16.09.2020**. 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. Audited Statement of Accounts
3. Recruitment of Faculty and Staff
4. Increase in Intake
5. Activities of IQAC
6. Others, if any with the permission of the chair.

*Subasis Kumar Patro*  
Secretary

### Copy to:

1. Mrs. Itisree Patro- Chairman
2. Prof. (Dr.) Ajoya Kumar Pradhan- Member Secretary
3. Mr. Subasis Kumar Patro-Member
4. Mrs. Bindubhashini Patro- Member
5. Mr. Trinayana Rath-Member
6. Prof. (Dr.) Partha Sarkar- Member
7. Prof. (Dr.) Manas Ranjan Kabat- Member
8. Prof. (Dr.) Arun Kumar Parida- Member
9. Mr. Sudeep Kumar Padhi- Member



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## Minutes of the meeting of the Governing Body, GITAM, Bhubaneswar

### Members present:

1. Mrs. Itisree Patro- Chairman
2. Prof. (Dr.) Ajoya Kumar Pradhan- Member Secretary
3. Mr. Subasis Kumar Patro-Member
4. Mrs. Bindubhashini Patro- Member
5. Mr. Trinayana Rath- Member
6. Prof. (Dr.) Partha Sarkar- Member
7. Prof. (Dr.) Manas Ranjan Kabat- Member
8. Prof. (Dr.) Arun Kumar Parida- Member
9. Mr. Sudeep Kumar Padhi- Member

A meeting of the Governing Body of Gandhi Institute of Technology & Management, Bhubaneswar, Bhubaneswar was held in the Board Room of the College at Gangapada, Bhubaneswar at **05.00PM on 16.09.2020** with Itisree Patro, Chairman on the chair.

The proceedings of the last meeting were read out thoroughly by the Secretary and all the members unanimously agreed to confirm.

At the outset the Secretary placed the audited balance sheet for the session 2020-21 and all the members after thorough discussion agreed to approve the balance sheet by the body.

The Principal informed the house that the AICTE has approved our application for Increase in Intake, additional Courses and Reduction in Intake. The AICTE has approved for MBA 120 seats.

In view of the increase in intake and additional courses, the Principal placed a list of faculty members and staff who have been recruited recently. He also informed that all the recruitments are made as per the guidelines prescribed by AICTE. All the esteemed members gave their kind consent to approve the recruitment.

Regarding the grant of Affiliation status of the institution, the Principal informed the House that we have received a letter from the AICTE that an Expert Committee has been constituted by the AICTE for conducting an online visit of the institution within 90 days

The Principal tabled the minutes of the meeting of the Internal Quality Assurance Cell (IQAC) held on 12/08/2021 regarding the activities to be undertaken by the Cell and sought approval of the august body in order to implement the proposals laid down by the IQAC. All the members praised the IQAC for the active participation in the development of the institution and wished that the Cell would continue the activities with utter dedication.

After a vivid discussion, the following resolutions are made-



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## Resolution – 1(Confirmation of proceedings of last meeting)

After thorough discussion it is resolved that the proceedings of the last meeting were confirmed.

## Resolution – 2(Audited statement)

After vivid discussion about the income and expenditure incurred during the last session, it is resolved that the audited statement of accounts and balance sheet for the session 2019-20 be approved.

## Resolution – 3 (Faculty Recruitment)

As all the recruitments made by the Principal was as per the eligibility criteria laid by the AICTE, it is resolved that all the recruitments of faculty members and staff be approved.

## Resolution – 4 (Autonomous Status)

Considering the current status of the proceeding and as suggested by Prof. Dr. A. K Parida, it is resolved that Prof. Dr. A. K Pradhan be appointed as the Co-ordinator of the Steering Committee and the Principal be given the responsibility for preparing for the on-site visit of the Expert Committee.

## Resolution – 5 (Activities of IQAC)

After going through the detail activities of the IQAC, it is resolved that the Dean, Academic & Administration be given the responsibility to implement the suggestions provided by the IQAC and the activities of the IQAC are approved.

The meeting ended with a vote of thanks to the chair.

*Itisree patra*  
Chairman

*Subash Kumar Patra*  
Secretary



# GANDHI INSTITUTE OF TECHNOLOGY AND MANAGEMENT (GITAM)

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## ATTENDANCE SHEET

The following members are present in the Governing Body meeting held in the Corporate Office of the College Board Room, Gangapada, Bhubaneswar at 05.00PM on 16.09.2020.

SL.NO.	NAME	SIGNATURE
1	Mrs. Itisree Patro	Itisree Patro
2	Prof. (Dr.) Ajoya Kumar Pradhan	Ajoya Kumar Pradhan
3	Mr. Subasis Kumar Patro	Subasis Kumar Patro
4	Mrs. Bindubhashini Patro	Bindubhashini Patro
5	Mr. Trinayana Rath	T. Rath
6	Prof. (Dr.) Partha Sarkar	Partha Sarkar 16.09.2020
7	Prof. (Dr.) Manas Ranjan Kabat	M.R. Kabat
8	Prof. (Dr.) Arun Kumar Parida	Arun Kumar Parida
9	Prof. Sudeep Kumar Padhi	Sudeep Kumar Padhi





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No: 294/GB/GITAM/2019

Date: 12.02.2019

## NOTICE

A meeting of the Governing Body will be held to discuss the following agenda in the GITAM, BOARD ROOM, Bhubaneswar at **05:00P.M. on 21.02.2019**. 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. Budget for the year 2019-20
3. New built up area
4. Approval of vision and mission of the institution
5. Recruitment of faculty and staff
6. Others, if any with permission of the chair.

*Subasis Kumar Patro*  
Secretary

### Copy to:

1. Mrs. Itisree Patro- Chairman
2. Prof. (Dr.) Ajoya Kumar Pradhan- Member Secretary
3. Mr. Subasis Kumar Patro-Member
4. Mrs. Bindubhashini Patro- Member
5. Mr. Trinayana Rath- Member
6. Prof. (Dr.) Partha Sarkar- Member
7. Prof. (Dr.) Manas Ranjan Kabat- Member
8. Prof. (Dr.) Arun Kumar Parida- Member
9. Mr. Sudeep Kumar Padhi- Member



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## Minutes of the meeting of the Governing Body, GITAM, Bhubaneswar

### Members present:

1. Mrs. Itisree Patro- Chairman
2. Prof. (Dr.) Ajoya Kumar Pradhan- Member Secretary
3. Mr. Subasis Kumar Patro-Member
4. Mrs. Bindubhashini Patro- Member
5. Mr. Trinayana Rath- Member
6. Prof. (Dr.) Partha Sarkar- Member
7. Prof. (Dr.) Manas Ranjan Kabat- Member
8. Prof. (Dr.) Arun Kumar Parida- Member
9. Mr. Sudeep Kumar Padhi- Member

A meeting of the Governing Body of Gandhi Institute of Technology & Management, Bhubaneswar was held in the GITAM, BOARD ROOM,, Bhubaneswar at 05:00P.M. on 21.02.2019 with Mrs. Itisree Patro, Chairman on the chair.

The proceedings of the last meeting were read out thoroughly by the secretary and all the members unanimously agreed to confirm.

The secretary placed the budget for the financial year 2019-20. As per the budget an amount of Rs.3,70,00,000 has been allocated for the session 2019-20. All the esteemed members have gone through the budget in detail and felt that the allocation of funds is adequate. Hence, the august body agrees to approve the annual budget.

The Secretary brought to the notice of the body that as seats are going to be increased in CSE branche as well as the opening of the MBA programme in the academic session 2019-20, it has become essential to construct more buildings in the college and provide infrastructural requirements. The Chairman supported the proposal and said that classrooms are to be built and an architect should be consulted in this regard. The Principal is requested to submit a requirement of infrastructure facility to the chairman within 15 days so that construction work will take place.

The Principal proposed to change the vision and mission statement of the institution which reads as:-

Vision: An Institute of excellence providing cutting edge technologies to produce industry ready professional.



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Mission: Our mission is to impart quality professional education to the students of all over India, so as to nurture innovations, technological advances, discipline, moral ethics etc., to usher in development and prosperity to our country.

All the members accepted the new vision and mission statements as it is worthy of present time and it will enhance the dignity of the institution. Smt. B.B. Patro, member highlighted on the requirement of faculty members due to increase of seats and addition of new programme. The Secretary suggested that a selection committee should be formed immediately for recruitment process. The Chairman said that the Principal should take the responsibility of constituting the selection committee and start the recruitment process so that faculty members can be appointed before the inspection. He also said that such appointments may be approved in the next Governing Body meeting.

After a vivid discussion, the following resolutions are made-

#### **Resolution – 1 (Confirmation of proceedings of last meeting)**

After thorough discussion it is resolved that the proceedings of the last meeting were confirmed.

#### **Resolution – 2 (Approval of Budget )**

As such esteemed members of the body felt that allocation of funds in the budget placed by the Secretary for the financial year 2019-20 is adequate, it is resolved that the budget for 2019-20 is approved.

#### **Resolution – 3 (Construction of new building )**

As it has become essential to provide infrastructural facility due to increase of seats, it is resolved that the Principal should give a requirement list to the Chairman and an architect be consulted in this regard.

#### **Resolution – 4 (Approval of Vision and Mission Statement)**

As all the members felt that the new vision and mission statements are worthy in view of the present technological scenario, it is resolved that the new vision and mission statements be approved and they should be reflected in the website of the institution.

#### **Resolution – 5 (Recruitment of faculty members)**

As recruitment of the faculty members is to be made immediately due to increase of seats and induction of new programme of MBA, it is resolved that the Principal be given the responsibility of recruiting faculty members after constituting a selection committee for the said purpose.

The meeting ended with a vote of thanks to the chair.

*Steerree patra .*  
Chairman

*Subhasis Kumar Patra*  
Secretary



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## ATTENDANCE SHEET

The following members are present in the Governing Body meeting held on **21.02.2019** at **05:00 P.M.** in GITAM Board Room, Bhubaneswar.

SL.NO.	NAME	SIGNATURE
1	Mrs. Itisree Patro	Itisree Patro
2	Prof. (Dr.) Ajoya Kumar Pradhan	Ajoya Kumar Pradhan
3	Mr. Subasis Kumar Patro	Subasis Kumar Patro
4	Mrs. Bindubhashini Patro	Bindubhashini Patro
5	Mr. Trinayana Rath	Trinayana Rath
6	Prof. (Dr.) Partha Sarkar	Partha Sarkar 21.02.2019
7	Prof. (Dr.) Manas Ranjan Kabat	Manas Ranjan Kabat
8	Prof. (Dr.) Arun Kumar Parida	Arun Kumar Parida
9	Mr. Sudeep Kumar Padhi	Sudeep K. Padhi



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No: 293/GB/GITAM/2019

Date: 10.05.2019

## NOTICE

A meeting of the Governing Body will be held to discuss the following agenda in the GITAM, BOARD ROOM, Bhubaneswar at 03:00P.M. on 15.05.2019. 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. Re-application for running MBA programme
3. Infrastructural Facility
4. Others, if any with permission of the chair.

*Subasis Kumar Patro*  
Secretary

### Copy to:

1. Mrs. Itisree Patro- Chairman
2. Prof. (Dr.) Ajoya Kumar Pradhan- Member Secretary
3. Mr. Subasis Kumar Patro- Member
4. Mrs. Bindubhashini Patro- Member
5. Mr. Trinayana Rath- Member
6. Prof. (Dr.) Partha Sarkar- Member
7. Prof. (Dr.) Manas Ranjan Kabat- Member
8. Prof. (Dr.) Arun Kumar Parida- Member
9. Mr. Sudeep Kumar Padhi- Member



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### Minutes of the meeting of the Governing Body, GITAM, Bhubaneswar

#### Members present:

1. Mrs. Itisree Patro- Chairman
2. Prof. (Dr.) Ajoya Kumar Pradhan- Member Secretary
3. Mr. Subasis Kumar Patro-Member
4. Mrs. Bindubhashini Patro- Member
5. Mr. Trinayana Rath- Member
6. Prof. (Dr.) Partha Sarkar- Member
7. Prof. (Dr.) Manas Ranjan Kabat- Member
8. Prof. (Dr.) Arun Kumar Parida- Member
9. Mr. Sudeep Kumar Padhi- Member

A meeting of the Governing Body of Gandhi Institute of Technology & Management, Bhubaneswar was held in the GITAM, BOARD ROOM,, Bhubaneswar at **03:00P.M.** on **15.05.2019** with Mrs. Itisree Patro, Chairman on the chair.

The proceedings of the last meeting were read out thoroughly by the secretary and all the members unanimously agreed to confirm.

The Secretary S. Patro brought to the notice of the body that admission intake in Mechanical and Electrical branch is gradually decreasing and the scope of employment in the said branch is not satisfactory. The chairman suggested improving the facilities in lab & teaching process including industrial visit and focusing to all students for employment. Mr. T Rath, Member, threw light on infrastructural and faculty requirements for the increase of seats. All the members accepted the proposal and requested the chairman to grant financial assistance to meet the expenditure to be incurred.

After a vivid discussion, the following resolutions are made-

#### **Resolution – 1 (Confirmation of proceedings of last meeting )**

After thorough discussion it is resolved that the proceedings of the last meeting were confirmed.

#### **Resolution – 2 (Running of MBA Programme )**

After the suggestion given by the Secretary for reapplication to start the MBA programme from the Academic session 2020-21 and unanimous acceptance of the proposal by all the esteemed



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members, it is resolved that the Principal be given the responsibility for reapplication to the AICTE for running MBA programme from the academic session 2020-21.

## Resolution – 3 (Infrastructural Facility)

As stated by Mr. T Rath to provide infrastructural facility such as classrooms, computers, etc. that will arise out of increase of seats and as all the members accepted the proposal, it is resolved that the Dean, Academics & Administration be given the responsibility of arranging infrastructural facility for the increase in student strength.

The meeting ended with a vote of thanks to the chair.

*A. S. Patra*  
Chairman

*S. K. Patra*  
Secretary



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**ATTENDANCE SHEET**

The following members are present in the Governing Body meeting held on **15.05.2019** at **03:00 P.M.** in GITAM Board Room, Bhubaneswar.

SL.NO.	NAME	SIGNATURE
1	Mrs. Itisree Patro	Itisree Patro
2	Prof. (Dr.) Ajoya Kumar Pradhan	Ajaya Kumar Pradhan
3	Mr. Subasis Kumar Patro	Subasis Kumar Patro
4	Mrs. Bindubhashini Patro	Bindubhashini Patro
5	Mr. Trinayana Rath	Trinayana Rath
6	Prof. (Dr.) Partha Sarkar	Partha Sarkar 15.05.2019
7	Prof. (Dr.) Manas Ranjan Kabat	Manas Ranjan Kabat
8	Prof. (Dr.) Arun Kumar Parida	Arun Kumar Parida
9	Mr. Sudeep Kumar Padhi	Sudeep Kumar Padhi





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No: 292/GB/GITAM/2019

Date: 13.08.2019

## NOTICE

A meeting of the Governing Body will be held to discuss the following agenda in the GITAM, BOARD ROOM, Bhubaneswar at **07:00P.M. on 28.08.2019**. 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. Orientation of newly admitted students
3. Enrichment of the library.
4. Approval of selection committee for recruitment of faculty members
5. Others, if any with the permission of the chair.

*Subasis Kumar Patro*  
Secretary

### Copy to:

1. Mrs. Itisree Patro- Chairman
2. Prof. (Dr.) Ajoya Kumar Pradhan- Member Secretary
3. Mr. Subasis Kumar Patro-Member
4. Mrs. Bindubhashini Patro- Member
5. Mr. Trinayana Rath- Member
6. Prof. (Dr.) Partha Sarkar- Member
7. Prof. (Dr.) Manas Ranjan Kabat- Member
8. Prof. (Dr.) Arun Kumar Parida- Member
9. Mr. Sudeep Kumar Padhi- Member



# 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](http://www.gitam.ac.in) Mail: [principal@gitam.ac.in](mailto:principal@gitam.ac.in), Mob: 7978380513, 9438133221

No: 292/GB/GITAM/2019

Date: 13.08.2019

## NOTICE

A meeting of the Governing Body will be held to discuss the following agenda in the GITAM, BOARD ROOM, Bhubaneswar at **07:00P.M. on 28.08.2019**. 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. Orientation of newly admitted students
3. Enrichment of the library.
4. Approval of selection committee for recruitment of faculty members
5. Others, if any with the permission of the chair.

*Subasis Kumar Patro*  
Secretary

### Copy to:

1. Mrs. Itisree Patro- Chairman
2. Prof. (Dr.) Ajoya Kumar Pradhan- Member Secretary
3. Mr. Subasis Kumar Patro-Member
4. Mrs. Bindubhashini Patro- Member
5. Mr. Trinayana Rath- Member
6. Prof. (Dr.) Partha Sarkar- Member
7. Prof. (Dr.) Manas Ranjan Kabat- Member
8. Prof. (Dr.) Arun Kumar Parida- Member
9. Mr. Sudeep Kumar Padhi- Member



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## Minutes of the meeting of the Governing Body, GITAM, Bhubaneswar

### Members present:

1. Mrs. Itisree Patro- Chairman
2. Prof. (Dr.) Ajoya Kumar Pradhan- Member Secretary
3. Mr. Subasis Kumar Patro-Member
4. Mrs. Bindubhashini Patro- Member
5. Mr. Trinayana Rath- Member
6. Prof. (Dr.) Partha Sarkar- Member
7. Prof. (Dr.) Manas Ranjan Kabat- Member
8. Prof. (Dr.) Arun Kumar Parida- Member
9. Mr. Sudeep Kumar Padhi- Member

A meeting of the Governing Body of Gandhi Institute of Technology & Management, Bhubaneswar was held in the GITAM, BOARD ROOM, Bhubaneswar at **07:00P.M. on 28.08.2019** with Mrs. Itisree Patro, Chairman on the chair.

The proceedings of the last meeting were read out thoroughly by the secretary and all the members unanimously agreed to confirm

The Principal informed the house that the admission process for the academic session 2019-20 is over and it is good news that all the seats are filled-up. The students and parents have posed faith on the institution once again. The Secretary suggested that the orientation of the newly admitted students should be conducted in a grand way. The Chairman suggested that the parents should also be invited to attend the orientation programme. All the members supported the idea and it is decided that all the students with their parents are to be informed early so that they can make arrangement to attend the orientation programme.

The Secretary emphasized on the enrichment of the library. The Principal said that as the student strength is increasing, there is a need to enrich the library by purchasing essential engineering reference books. Mrs. S. S Sahoo said that there is also the necessity of subscribing to several online journals which will help the students learn more and keep themselves updated. Hence, it is decided that the librarian should be instructed to collect quotations from various publishers for purchase of books and journals.



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The Principal placed the constitution of the selection committee for approval. He informed that the committee consists of the following members.

Mrs. Itisree Patro , Chairman

Principal (Ex-officio) Convenor

Two experts from the concerned subject-member HoD of the concerned Department (Ex-officio)-Member

Dean, Academics & Administration (Ex-officio)- Member

The committee will sit to conduct recruitment drive of the faculty members for the concerned departments and a panel will be made of selected candidates and offers will be sent to candidates from the top. All the members expressed satisfaction over the constitution of the selection committee.

The Principal informed the house that the institution has applied the AICTE for starting MBA programme and the AICTE has been kind enough to approve the said programme. The Secretary proposed a motion of thanks to the AICTE. All the members agreed to the proposal. However, it is decided that as it is too late to start the MBA programme this year, the institution will start the programme in the academic session 2020-21

After a vivid discussion, the following resolutions are made-

## **Resolution – 1 (Confirmation of proceedings of last meeting )**

After thorough discussion it is resolved that the proceedings of the last meeting were confirmed.

## **Resolution – 2 (Orientation programme)**

Keeping in view the good response of the students and parents for choosing this institution for admission, it is resolved that the orientation programme for the newly admitted students be organized in a grand way and all the students with their parents be invited to attend the programme.

## **Resolution – 3 (Enrichment of library )**

As emphasized by the Secretary and considering the necessity of reference books and journals for engineering students, it is resolved that Principal be given the responsibility of finalizing the



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books to be purchased and the journals to be subscribed and the librarian be instructed to collect quotations from different publishers in this regard.

### Resolution – 4 (Approval of selection committee)

As it has become highly essential to recruit faculty members at this point of time for smooth engagement of classes and as all the members expressed satisfaction of the constitution of selection committee by the Principal, it is resolved that the selection committee, as stated above, for the recruitment of faculty members be approved.

### Resolution – 5 (Start of MBA programme )

As the AICTE has approved for admission into MBA programme of this institution and as it is too late for admission into the programme for this year, it is resolved that the admission into M. Tech programme be started in the academic session 2020-21

The meeting ended with a vote of thanks to the chair.

*Atisree patra*  
Chairman

*Subash Kumar Patra*  
Secretary



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## ATTENDANCE SHEET

The following members are present in the Governing Body meeting held on **28.08.2019** at **07:00 P.M.** in GITAM Board Room, Bhubaneswar.

SL.NO.	NAME	SIGNATURE
1	Mrs. Itisree Patro	Itisree Patro
2	Prof. (Dr.) Ajoya Kumar Pradhan	Ajaya Kumar Pradhan
3	Mr. Subasis Kumar Patro	Subasis Kumar Patro
4	Mrs. Bindubhashini Patro	Bindubhashini Patro
5	Mr. Trinayana Rath	Trinayana Rath
6	Prof. (Dr.) Partha Sarkar	Partha Sarkar 28.08.2019
7	Prof. (Dr.) Manas Ranjan Kabat	Manas Ranjan Kabat
8	Prof. (Dr.) Arun Kumar Parida	Arun Kumar Parida
9	Mr. Sudeep Kumar Padhi	Sudeep Kumar Padhi



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**Minutes of the meeting of the Governing Body, GITAM, Bhubaneswar**

**Members present:**

1. Mrs. Itisree Patro- Chairman
2. Prof. (Dr.) Ajoya Kumar Pradhan- Member Secretary
3. Mr. Subasis Kumar Patro-Member
4. Mrs. Bindubhashini Patro- Member
5. Mr. Trinayana Rath-Member
6. Prof. (Dr.) Partha Sarkar- Member
7. Prof. (Dr.) Manas Ranjan Kabat- Member
8. Prof. (Dr.) Arun Kumar Parida- Member
9. Mr. Sudeep Kumar Padhi- Member

A meeting of the Governing Body of Gandhi Institute of Technology & Management, Bhubaneswar was held in the GITAM, BOARD ROOM, Bhubaneswar at **06:00P.M. on 13.12.2019** with Mrs. Itisree Patro, Chairman on the chair.

The proceedings of the last meeting were read out thoroughly by the secretary and all the members unanimously agreed to confirm

The Principal informed the house that the AICTE is going to start online application for increase in intake from the session 2020-21. The Honourable Secretary said that this is a good proposal formulated by the AICTE as it will be transparent, time specific and cost effective. The Honourable Chairman suggested that the Liaison officer should be given the responsibility of contacting the AICTE in this regard and knows the needful things to be done.

The Principal informed the house that the institution has applied the AICTE for starting MBA programme and the AICTE has been kind enough to approve the said programme. The Secretary proposed a motion of thanks to the AICTE. All the members agreed to the proposal. However, it is decided that as it is too late to start the MBA programme this year, the institution will start the programme in the academic session 2020-21.

The Chairman brought to the notice of the body that as seats are going to be increased in CSE branch as well as the opening of the MBA programme in the academic session 2020-21, it has become essential to construct more buildings in the college and provide infrastructural requirements. The Chairman supported the proposal and said that classrooms are to be built and an architect should be consulted in this regard. The Principal is requested to submit a requirement of infrastructure facility to the chairman within 15 days so that construction work will take place.



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After a vivid discussion, the following resolutions are made-

## **Resolution – 1 (Confirmation of proceedings of last meeting)**

After thorough discussion it is resolved that the proceedings of the last meeting were confirmed.

## **Resolution – 2 (Online application to increase seats)**

As it is mandatory to apply the AICTE for increase of seats in the Institution, it is resolved that the Liaison officer be given the responsibility of contacting the AICTE in this regard and know the needful things to be done.

## **Resolution – 3 (Start of MBA programme )**

As the AICTE has approved for admission into MBA programme of this institution and as it is too late for admission into the programme for this year, it is resolved that the admission into MBA programme be started in the academic session 2020-21.

## **Resolution – 4 (Construction of new building )**

As it has become essential to provide infrastructural facility due to increase of seats, it is resolved that the Principal should give a requirement list to the Chairman and an architect be consulted in this regard.

The meeting ended with a vote of thanks to the chair.

*Itesree patw.*

Chairman

*Subashis Kumar Patra*

Secretary





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## ATTENDANCE SHEET

The following members are present in the Governing Body meeting held on **13.12.2019** at **06:00 P.M.** in GITAM Board Room, Bhubaneswar.

SL.NO.	NAME	SIGNATURE
1	Mrs. Itisree Patro	Itisree Patro.
2	Prof. (Dr.) Ajoya Kumar Pradhan	Ajaya
3	Mr. Subasis Kumar Patro	Subasis Kumar Patro
4	Mrs. Bindubhashini Patro	Bindubhashini Patro
5	Mr. Trinayana Rath	Trinayana Rath
6	Prof. (Dr.) Partha Sarkar	Partha Sarkar 13.12.2019
7	Prof. (Dr.) Manas Ranjan Kabat	Manas Ranjan Kabat
8	Prof. (Dr.) Arun Kumar Parida	Arun Kumar Parida.
9	Mr. Sudeep Kumar Padhi	Sudeep K. Padhi.



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Ref. No: 304/GB/GITAM/2023

Date: 08/06/2023

**NOTICE**

A meeting of the Governing Body will be held to discuss the following agenda in the Board room, GITAM Campus, Bhubaneswar at 06:00P.M. on 12.06.2023. 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. Budget for the session 2023-24.
3. Infrastructure augmentation for MBA and EE departments.
4. Building of college auditorium.
5. Others, if any with the permission of the chair.

  
08/06/2023  
Secretary

**Copy to:**

- |                             |           |
|-----------------------------|-----------|
| 1. Mrs. Itishree Patro      | Chairman  |
| 2. Dr. Ajoya Kumar Pradhan  | Secretary |
| 3. Mr. Subasis Patro        | Member    |
| 4. Mrs. Bindubhashini Patro | Member    |
| 5. Mr. Trinayana Rath       | Member    |
| 6. Dr. Partha Sarkar        | Member    |
| 7. Dr. Manas Ranjan Kabat   | Member    |
| 8. Dr. Arun Kumar Parida    | Member    |
| 9. Mr. Sudeep Kumar Padhi   | Member    |



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## Minutes of the meeting of the Governing Body, GITAM, Bhubaneswar

### Members present:

1. Mrs. Itishree Patro	Chairman
2. Dr. Ajoya Kumar Pradhan	Secretary
3. Mr. Subasis Patro	Member
4. Mrs. Bindubhashini Patro	Member
5. Mr. Trinayana Rath	Member
6. Dr. Partha Sarkar	Member
7. Dr. Manas Ranjan Kabat	Member
8. Dr. Arun Kumar Parida	Member
9. Mr. Sudeep Kumar Padhi	Member

A meeting of the Governing Body of Gandhi Institute of Technology and Management, Bhubaneswar was held in the Board Room, Bhubaneswar, Bhubaneswar at 06.00PM on 12.06.2023 with Mrs. Itishree Patro, Chairman on the chair.

The proceedings of the last meeting were read out thoroughly by the secretary and all the members unanimously agreed to confirm.

The Secretary – cum- Principal placed the budget for the financial year 2023-24. All the esteemed members have gone through the budget in detail and felt that the allocation of funds is adequate. Hence, the august body agrees to approve the annual budget.

The principal proposed augmentation of infrastructure within the MBA and EE departments stands as a pivotal agenda for our institution's governing body. With the establishment of computer labs, seminar rooms, and smart classrooms, we've taken significant strides towards modernizing our educational facilities. However, recognizing the dynamic nature of academia and the evolving needs of our students and faculty, further enhancements are imperative. He also proposed construction of an auditorium of the college.

After a vivid discussion, the following resolutions are made-

### **Resolution – 1(Confirmation of proceedings of last meeting)**

After thorough discussion it is resolved that the proceedings of the last meeting were confirmed.

### **Resolution – 2(Approval of Budget)**

As such esteemed members of the body felt that allocation of funds in the budget placed by the Secretary for the financial year 2023-24 is adequate, it is resolved that the budget for 2023-24 is approved.



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**Resolution – 3(Infrastructure augmentation)**

Keeping in view the requirements, it is resolved that an auditorium for the college will be constructed soon. Along with this, the infrastructure requirements of the MBA, EE department will also started soon.

The meeting ended with a vote of thanks to the chair.

*Ashirbad*  
**Chairman**

## ATTENDANCE SHEET

The following members are present in the Governing Body meeting held in the Board Room, GITAM, Bhubaneswar at 06.00PM on 12.06.2023

SL.NO.	NAME	SIGNATURE
1	Mrs. Itishree Patro	Itishree Patro.
2	Mr. Subasis Patro	Subasis Kumar Patro
3	Mrs. Bindubhashini Patro	Bindubhashini Patro
4	Mr. Trinayana Rath	Trinayana Rath
5	Dr. Partha Sarkar	Dr. Sarkar 12.06.2023
8	Dr. Manas Ranjan Kabat	Manas Ranjan Kabat
9	Dr. Ajoya Kumar Pradhan	Ajoya Kumar Pradhan
10	Dr. Arun Kumar Parida	Arun Kumar Parida
11	Mr. Sudeep Kumar Padhi	Sudeep Padhi



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Ref. No: 305/GB/GITAM/2023


Date: 18/11/2023

## NOTICE

A meeting of the Governing Body will be held to discuss the following agenda in Board room, GITAM Campus, at **07:00P.M. on 21.11.2023**. 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. Increase in intake and Opening of new course in emerging field.
3. Recruitment of Faculty & Staff members
4. Enrichment of the library
5. NBA Accreditation.
6. Others, if any with the permission of the chair.

  
Secretary

### Copy to:

- |                             |           |
|-----------------------------|-----------|
| 1. Mrs. Itishree Patro      | Chairman  |
| 2. Dr. Ajoya Kumar Pradhan  | Secretary |
| 3. Mr. Subasis Patro        | Member    |
| 4. Mrs. Bindubhashini Patro | Member    |
| 5. Mr. Trinayana Rath       | Member    |
| 6. Dr. Partha Sarkar        | Member    |
| 7. Dr. Manas Ranjan Kabat   | Member    |
| 8. Dr. Arun Kumar Parida    | Member    |
| 9. Mr. Sudeep Kumar Padhi   | Member    |



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## Minutes of the meeting of the Governing Body, GITAM, Bhubaneswar

### Members present:

1. Mrs. Itishree Patro	Chairman
2. Dr. Ajoya Kumar Pradhan	Secretary
3. Mr. Subasis Patro	Member
4. Mrs. Bindubhashini Patro	Member
5. Dr. Manas Ranjan Kabat	Member
6. Dr. Arun Kumar Parida	Member
7. Mr. Sudeep Kumar Padhi	Member

A meeting of the Governing Body of Gandhi Institute of Technology and Management, Bhubaneswar was held in the Board Room, Bhubaneswar at 07.00PM on 21.11.2023 with Mrs. Itishree Patro Chairman on the chair.

At the outset the Principal informed the House about the development of the college and also BPUT the affiliating university has selected GITAM to be its nodal centre for answer script evaluation. Mr. Subasis Patro congratulates the faculty and staff for their effort towards this.

The proceedings of the last meeting were read out thoroughly by the secretary and all the members unanimously agreed to confirm.

The Principal suggested increasing the number of seats from 90 to 120 in B.Tech (CSE) course looking at the increasing demand of the course. He further suggested to open 60 seats in emerging field like B.Tech in Computer Science and Engineering (AI & ML). The chairman agreed to the proposal and said that the extra expenditure to be incurred by this will be given by the managing Trust.

Mrs. Itishree Patro, chairman highlighted on the requirement of faculty members as a large number of faculty members left the institution because they have been posted in some new avocations. Mr.S. Patro suggested that an advertisement should be displayed in the website of the institution and the selection committee should make the recruitment as soon as possible. The Chairman said that the Principal should take the responsibility and start the recruitment process. He also said that such appointments may be approved in the next Governing Body meeting.

The chairman emphasized on the enrichment of the library. The Principal said that as the student strength is increasing, there is a need to enrich the library by purchasing essential engineering reference books. Prof. Dr. A. K. Parida said that there is also the necessity of subscribing to several online journals which will help the students learn more and keep themselves updated. Hence, it is decided that the librarian should be instructed to collect quotations from various publishers for purchase of books and journals.



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Regarding NBA Accreditation, the Principal informed the house that we have already started the accreditation document preparation and GITAM already registered in NBA portal. After 30% documentation completion we will deposit the requisite fees for registration by March-2024.

After a vivid discussion, the following resolutions are made-

### **Resolution – 1(Confirmation of proceedings of last meeting)**

After thorough discussion it is resolved that the proceedings of the last meeting were confirmed.

### **Resolution – 2(Increase in Intake and opening of new courses)**

Looking at the growing demand of the B.Tech (CSE) course, it is resolved that the intake in B.Tech (CSE) will be increased to 120 from 90. The opening of new course, B.Tech in Computer Science & Engineering (AI & ML) of 60 seats is also approved. The Principal be given the responsibility to apply the AICTE in due course of time.

### **Resolution – 3(Faculty recruitment)**

Keeping in view the urgency in faculty recruitment, it is resolved that the Principal be given the responsibility of recruiting necessary number of faculty members as soon as possible as per the discussion made in this meeting.

### **Resolution – 4(Enrichment of library)**

As emphasized by the Chairman and considering the necessity of reference books and journals for engineering students, it is resolved that the Principal be given the responsibility of finalizing the books to be purchased and the journals to be subscribed and the librarian be instructed to collect quotations from different publishers in this regard.

The meeting ended with a vote of thanks to the chair.

*Stiree patra*  
Chairman



## ATTENDANCE SHEET

The following members are present in the Governing Body meeting held in the Board Room, GITAM, Bhubaneswar at 07.00PM on 21.11.2023

SL.NO.	NAME	SIGNATURE
1	Mrs. Itishree Patro	Itishree Patro
2	Mr. Subasis Patro	Subasis Patro
3	Mrs. Bindubhashini Patro	Bindubhashini Patro
4	Mr. Trinayana Rath	Trinayana Rath
5	Dr. Partha Sarkar	Dr. Partha Sarkar 21.11.2023
8	Dr. Manas Ranjan Kabat	Manas Ranjan Kabat
9	Dr. Ajoya Kumar Pradhan	Dr. Ajoya Kumar Pradhan
10	Dr. Arun Kumar Parida	Dr. Arun Kumar Parida
11	Mr. Sudeep Kumar Padhi	Sudeep Padhi