



GANDHI INSTITUTE

FOR EDUCATION & TECHNOLOGY

BANIATANGI, BHUBANESWAR-752060, INDIA

Approved by AICTE, New Delhi, Govt. of Odisha & Affiliated to BPUT, Rourkela & SCTE&VT, BBSR



Ref No: GIET/IQAC/08/2018

Date: 23.12.2018

INTERNAL QUALITY ASSURANCE CELL

NOTICE

It is hereby informed to all the members of the IQAC that a quarterly meeting of the IQAC will be held in Conference Room on **26/12/2018**, at **04:00 PM** to discuss the following agenda. All members are requested to make it convenient to attend the meeting. This is for your kind information and necessary action.

Agenda:

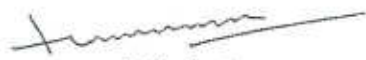
1. Resolution of the last meeting and confirmation.
2. The action was taken for the last IQAC meeting.
3. Internship Program.
4. Up-gradation of seminar/workshop/conference.
5. Review of faculty recital.
6. To improve the knowledge of high-end skill development centers
7. Collaboration with reputed research organization
8. Conducted various invited talk
9. Mechanisms to adopt Learner-centric education approach
10. Student performance
11. Any other item with the permission of the Chair
12. Vote of thanks.


Coordinator

IOAC
Co-ordinator (IQAC)
Gandhi Institute for
Education and Technology
Baniatangi, Bhubaneswar

Copy to:

1. Vice-Chairman for kind information
2. All members concerned/ Govt. file/ All D... / All HOD's/ IQAC cell


Principal
GIET, Baniatangi, Bhubaneswar

Principal
Gandhi Institute for
Education and Technology,
Bhubaneswar





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Ref No: GIET/IQAC/08(A)/2018

Date: 28.12.2018

INTERNAL QUALITY ASSURANCE CELL

(MINUTES OF MEETING)

A meeting of the IQAC of Gandhi Institute for Education & Technology, Baniatangi is held on dated 26.12.2018 at 4 PM at the Conference Hall under the chairmanship of Principal, GIET, Baniatangi, Bhubaneswar.

Members Present:

Sl. No.	Name of the Members	Designation
1.	Prof. (Dr.) Mohan Charan Panda, Principal, GIET, Baniatangi, Khurda, Bhubaneswar	Chair Person
2.	Prof. (Dr.) Pritinika Behera, H.O.D, ME, GIET, Baniatangi, Khurda, Bhubaneswar	Coordinator
3.	Prof. Jyoti Prakash Mishra, VC, SPBM foundation, Bhubaneswar	Member
4.	Prof. (Dr.) Jibanananda Jena Dean (Academic), GIET, Baniatangi, Khurda, Bhubaneswar	Member
5.	Mr. Jagannath Nayak General Manager, GIET, Baniatangi, Khurda, Bhubaneswar (Administrative Officer)	Member
6.	Prof. (Dr.) Sruti Ranjan Mishra H.O.D, BS&H, GIET, Baniatangi, Khurda, Bhubaneswar	Member
7.	Prof. (Dr.) Sambit Kumar Mishra Dean (R& D), GIET, Baniatangi, Khurda, Bhubaneswar	Member
8.	Prof. Chandan Kumar Sethi Assistant Professor, Mech, GIET, Baniatangi, Khurda, Bhubaneswar	Member
9.	Prof. Binay Kumar Panigrahi H.O.D, Civil Engg, GIET, Baniatangi, Khurda, Bhubaneswar	Member
10.	Prof. Sushil Kumar Pati H.O.D, EE, GIET, Baniatangi, Khurda, Bhubaneswar	Member
11.	Prof. Padmalochan Prusty Assistant Professor, Mech, GIET, Baniatangi, Khurda, Bhubaneswar	Member
12.	Mr. Rayesh Pani, CEO, GENPACT, Pune (Industrialist)	Member
13.	Mr. Seshadev Jena, Software engineer Cognizant, Kolkata (Alumni)	Member

Principal
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14.	Mr. Amar Budharaj, Manager, PNB Metlife India Insurance Company Ltd, Bhubaneswar (Student representative)	Member
15.	Mr. Debi Prasad Soumya Ranjan Prusty, 4 th year, Mechanical, 2018-19 (Student representative)	Member

The meeting started with the welcome address by the chairperson, Dr. M. C. Panda, Principal, GIET, Baniatangi, Khurda, Bhubaneswar. Principal extended warm welcome to the members of the IQAC. The agenda prepared by the coordinator IQAC is read over and accepted for discussion.

Agenda:

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The minutes of the last meeting of the IQAC is placed before the IQAC Committee for confirmation.

The Action was taken in the last IQAC meeting

- Faculty Development Program in collaboration with NITTTR is being done on various topic relating to
 - Innovative teaching methodology,
 - Communicative skills and effective permutation,
 - Students' psychology and classroom management,
 - Use of modern technology in teaching

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- Entrepreneurship Development Cell has also organized Workshop in collaboration with EDI, Ahmedabad.
- All departments have submitted a report for a monthly progress report of their department.

Internship Programme

Dean Academic suggested for up-gradation of internship program which has proven to be successful for improving practical skills in higher education for students. The student in higher education should attend an internship program on regular basis and should extend beyond the professions discipline, to include social skills necessary for collaboration and professional growth.

Resolution 1:

To ensure the employability and employment of the students as per their knowledge and skills gained within the tenure of their graduation, a separate cell like Industry Institute Partnership Cell (IIPC) should be formed which initiate liaisons with industries to facilitate student internships programs.

Up-gradation of seminar/workshop/conference

Prof. Jyoti Prakash Mishra, VC, suggested for the improvement of the quality of seminar/workshop/conference. He suggested including more involvement of the industrial person.

Resolution 2:

It is resolved that up-gradation of conduction of seminar/workshop/conference will be done. Experts from industry should be involved. Research activities of the departments should include presentation and publication of research papers in seminars, conferences and journals and to take on different project works.

Review of a faculty recital

Dean R & D suggested that, based on the feedback received the review of faculty performance may be done.

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The Revision of the curriculum for certain courses and introduction of new courses besides value added courses, feedback obtained from parents and students on curriculum was discussed.

Resolution 3:

It is resolved that by reviewing faculty performance the faculties will be given training regarding the teaching-learning process.

To improve the knowledge of high-end skill development centers

Resolution 4:

The Vice Chairman is requested to establish high end skill development centers so that the gap between course and industry will be minimized and our students get more scope in their carrier and also VC suggested that the faculty members should increase the knowledge related to the skill development centers.

Collaboration with reputed research organization

Resolution 5:

Dean R & D is requested to collaborate with reputed research organization, industries and academia to introduce industry centric courses as part of a curricular process.

Conducted various invited talk

Resolution 6:

The IQAC cell requested to all the Heads of the department to conduct various invited talk for one day by eminent speakers from Academic and Industry etc. in our Institute for the students and Faculty members.

Mechanisms to adopt Learner-centric education approach

Resolution 7:

Mechanisms to adopt Learner-centric education approach, academic planning, use of modern teaching-learning aids and application of ICT resources, NPTEL video lectures, PowerPoint mode etc, to make the curriculum interesting and effective for the students to facilitate

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effective learning outcome.

Student performance

Resolution 8:

In order to create awareness amongst the learners PEO, PSO, PO, CO are framed in the institute and are evaluated amongst the stakeholders so that the learners can excel.

The Chair Person, IQAC appeal following points to IQAC members.

- To give lectures to the student blending learning with suitable examples
- To prepare the course file for the upcoming odd semester.

The meeting was ended with a vote of thanks by the chair and members present

Coordinator

IQAC

Co-ordinator (IQAC)

Copy to: Gandhi Institute for
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Baniatangi, Bhubaneswar

1. Vice-Chairman for kind information

2. All members concerned/ Guard file/ All Dean's/ All HOD's/ IQAC cell

Principal

GIET, Baniatangi, Bhubaneswar

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