

GANESH INSTITUTE OF ENGINEERING & TECHNOLOGY



POLYTECHNIC

(Under Alakananda Philanthropic Trust)

Approved by AICTE, New Delhi & Affiliated to BPUT, SCTE&VT, Odisha

Campus : Bidya Nagar, Jagannath Prasad, Andharua, Bhubaneswar-751029, Ph. : 9861877441

Web. : www.ganeshpolytechnic.edu.in, E-mail : info@ganeshpolytechnic.edu.in, ganeshpolytechnic@gmail.com

City Office : Plot No.-562, Ekamra Vihar, PO-IRC Village, Bhubaneswar-751015 Ph. : (0674) 2974966

Ref No: GIET(P)/284(V)/2025

Date:10/11/2025

OFFICE ORDER

Re-Formation of Internal Quality Assurance Cell

To guide and suggest for quality improvement in the education institute a committee in the name of Internal Quality Assurance Cell(IQAC) is formed in Ganesh Institute of Engineering & Technology, Bhubaneswar, is hereby constituted consisting of the following members with following objectives, role responsibilities for the academic year **2025-2026** with immediate effect.

SL	NAME	POSITION
01	PROF. (DR.) DEBABRATA RATH, Principal GIET	CHAIRPERSON
02	MR RITESH KUMAR HUI, Asst Prof. ME,GIET	CONVENER
03	MR AVAYA KUMAR BALIARSINGH Asst Prof. ME,GIET	MEMBER
04	MR NIGAM PRASAD BALIARSINGH Asst Prof. EE,GIET	MEMBER
05	MR KOUSHIK ROY Asst Prof. EE,GIET	MEMBER
06	MR DEEPAK RANJAN MOHAPATRA Senior Lecturer. CE,GIET	MEMBER
07	MR. AMARENDRA SAHOO, Student Representative, 1 st Year B.Tech, CSE,GIET	MEMBER
08	MR. BISWAJIT SAHOO, Student Representative , 3 rd Year Diploma ME,GIET	MEMBER
09	MR. BISWAJIT SAHOO, Student Representative , 3 rd Year Diploma ME,GIET	MEMBER
10	PROF. MADHUKRISHNA PRIYADARSHINI, Prof. NIT, Raipur	EX-MEMBER
11	MR. SUDAM KESHARI SWAIN Junior Engineer, Indian Railway, Alumni Representative	EX-MEMBER
12	MR. KALEN JAMUDA Technical Engineer, TATA, Alumni Representative	EX-MEMBER

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Objective

The primary aim of IQAC is

- To develop a system for conscious, consistent and catalytic action to improve the academic and administrative performance of the institution.
- To promote measures for institutional functioning towards quality enhancement through internalization of quality culture and institutionalization of best practices.

Strategies

IQAC shall evolve mechanisms and procedures for

- a) Ensuring timely, efficient and progressive performance of academic, administrative and financial tasks;
- b) The relevance and quality of academic and research programmes;
- c) Equitable access to and affordability of academic programmes for various sections of society;
- d) Optimization and integration of modern methods of teaching and learning;
- e) The credibility of evaluation procedures;
- f) Ensuring the adequacy, maintenance and proper allocation of support structure and services;
- g) Sharing of research findings and networking with other institutions in India and abroad.

Functions

Some of the functions expected of the IQAC are:

- a) Development and application of quality benchmarks/parameters for various academic and administrative activities of the institution;
- b) Facilitating the creation of a learner-centric environment conducive to quality education and faculty maturation to adopt the required knowledge and technology for participatory teaching and learning process;
- c) Arrangement for feedback response from students, parents and other stakeholders on quality-related institutional processes;
- d) Dissemination of information on various quality parameters of higher education;
- e) Organization of inter and intra institutional workshops, seminars on quality related themes and promotion of quality circles;
- f) Documentation of the various programmes/activities leading to quality improvement;
- g) Acting as a nodal agency of the Institution for coordinating quality-related activities, including adoption and dissemination of best practices;
- h) Development and maintenance of institutional database through MIS for the purpose of maintaining /enhancing the institutional quality;
- i) Development of Quality Culture in the institution;
- j) Preparation of the Annual Quality Assurance Report (AQAR) as per guidelines and parameters of NAAC, to be submitted to NAAC.

Benefits

IQAC will facilitate / contribute

- a) Ensure heightened level of clarity and focus in institutional functioning towards quality enhancement;
- b) Ensure internalization of the quality culture;

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b) Ensure enhancement and coordination among various activities of the institution and institutionalize all good practices;

c) Provide a sound basis for decision-making to improve institutional functioning;

d) Act as a dynamic system for quality changes in HEIs;

e) Build an organised methodology of documentation and internal communication.

Meeting

- Normally there shall be 3-4 meetings to be conducted in each academic year. Provided, if the authorities think fit additional meeting may be called for to finalize different quality issues of the Institute.
- The Chairperson of the IQAC will preside over the meeting. In his/her absence, the other members will nominate one among them to preside over the meeting.
- The Coordinator of IQAC will prepare the agenda for each meeting and cause it to be sent to all the members at least fifteen days before the date of the meeting.
- The decisions in IQAC shall be made as far as possible by consensus and, if required, by majority. The coordinator shall prepare the minutes of each meeting and shall submit them to the Institute administration for approval and implementation.

Quorum:

Attendance of minimum of 2/3rd members including special invited members but excluding the member coordinator shall constitute the quorum of the meeting.

Term of the IQAC:

The tenure of the IQAC shall be 1 year from the date of constitution. If the authorities of the Institute feel fit the tenure may further be extended.


PRINCIPAL

Ganesh Institute of Engineering &
Technology, Polytechnic, Bhubaneswar
Bhubaneswar

1. Member Secretary AICTE, New Delhi, ERO, AICTE
2. Commissioner cum Secretary SDTE, Govt. of Odisha.
3. Registrar, BPUT, Rourkela.
4. Director, DTET, Cuttack
5. Vice-Chairman, SCTE&VT
6. All Members Concerned/ Guard File