



ESTD: 2009

GANDHI ACADEMY OF TECHNOLOGY AND ENGINEERING

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

At/Po- Golanthara, Konisi, Berhampur- 761008, Dist.- Ganjam (Odisha)



Ref. No.: GATE/143(A)/2025

Date: 08/07/2025

Office Order

SC&ST DEVELOPMENT CELL

Objective: To plan, prepare, integrate, execute, co-ordinate various academic activities in the college with boundary/beyond of the academic planner prescribed by the affiliated University and AICTE, New Delhi in order to monitor for creating and establishing a successful academic environment.

Sl.No.	Name and designation	Position in the committee
1	Prof. (Dr.) Gouri Shankar Mohapatra Principal, Gandhi Academy of Technology and Engineering	Chairman
2	Dr. Rajashree Sahoo , Associate Prof. in BS & H Gandhi Academy of Technology and Engineering	Convener
3	Dr. Sangeeta Palo , Associate Prof. in Electronics Telecommunication Engineering, Gandhi Academy of Technology and Engineering	Member
5	Mr. Ajaya Kumar Nahak , Assistant Prof. in Electrical Engineering. Gandhi Academy of Technology and Engineering	Member
6	Mr. Ajit Kumar Bhuyan , Assistant Prof. in BS & H Gandhi Academy of Technology and Engineering	Member
7	Mr. Arun Harijan , Student of 3 rd Year, Civil Engineering Gandhi Academy of Technology and Engineering	Member
8	Miss. Alaka Kumari Mallick , Student of 2 nd Year, MBA Gandhi Academy of Technology and Engineering	Member
9	Mr. Chuman Pradhan , Student of 4 th Year, Civil Engineering Gandhi Academy of Technology and Engineering	Member



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Roles and Responsibilities:

- The committee should prepare an "academic planner-cum-curriculum" based on the guidelines defined by the BPUT and AICTE from time to time.
- The academic planner should be prepared and designed by expert academicians with the coordination of the academic committee members.
- The committee members should shoulder the responsibility equally for smooth and regular conduction of classes of all the departments.
- The committee members will operate all co-curricular activities (if any) assigned by the Principal and higher authority to them from time to time.
- Should head the responsibility for completion of course work in time as per the lesson plan and syllabus prescribed by BPUT, Rourkela, Odisha.
- The Principal-cum-chairperson and committee members will inspect the various teaching aids/attendance register/course coverage and assignment etc. of faculty members randomly and regularly.
- The committee members are responsible to report the related noncompliance of assignments by defaulters to the Principal/chairperson to take appropriate action as deemed fit.
- The committee should plan, execute and monitor regarding various activities like student relation, liaison and up-gradation of proctorial system.

Convener

Principal
Gandhi Academy of Technology and Engineering
Berhampur
Gandhi Academy of Technology
and Engineering, Berhampur