



GANDHI INSTITUTE OF EXCELLENT TECHNOCRATS

(Managed by Venketeswar Educational Trust, Bhubaneswar)

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

Ref. No.: GIET/1027/2023

Date: 3/7/23

OFFICE ORDER

Re-Formation of Cultural Committee for the academic year 2023-24

Objectives: Grooming sportsmanship attitude in every individual student and to promote and arrange extracurricular activities to bring out the talent of students in variety of sports.

Sl. No.	Name and Designation	Position
1	Dr. Subhrajit Pradhan (Principal, Gandhi Institute of Excellent Technocrats, Ghangapatna, BBSR)	Chairperson
2	Prof. Tarakant Sahoo (Asso. Professor, Dept. of BSH, Gandhi Institute of Excellent Technocrats, Ghangapatna, BBSR)	Convenor
3	Prof. Tamasa Priyadarshini (Asst. Professor, Dept. of CSE, Gandhi Institute of Excellent Technocrats, Ghangapatna, BBSR)	Co-Convenor
4	Prof. Ajanta Priyadarshinee (Asst. Professor, Dept. of EEE, Gandhi Institute of Excellent Technocrats, Ghangapatna, BBSR)	Member
5	Prof. Pannangashan Mishra (Asst. Professor, Dept. of MCA, Gandhi Institute of Excellent Technocrats, Ghangapatna, BBSR)	Member
6	Prof. Subhasish Swain (Asst. Professor, Dept. of CSE, Gandhi Institute of Excellent Technocrats, Ghangapatna, BBSR)	Member
7	Prof. Pujashree Panigrahi (Asst. Professor, Dept. of ECE, Gandhi Institute of Excellent Technocrats, Ghangapatna, BBSR)	Member
8	Prof. Bitishree Patel (Asst. Professor, Dept. of CE, Gandhi Institute of Excellent Technocrats, Ghangapatna, BBSR)	Member
9	Prof. Surendra Majhi (Asst. Professor, Dept. of ME, Gandhi Institute of Excellent Technocrats, Ghangapatna, BBSR)	Member
10	Prof. Amaresh Satapathy (Asst. Professor, Dept. of MBA, Gandhi Institute of Excellent Technocrats, Ghangapatna, BBSR)	Member
11	Prof. Anurekha Panda (Asst. Professor, Dept. of EEE, Gandhi Institute of Excellent Technocrats, Ghangapatna, BBSR)	Member



CAMPUS:
Shanti Niketan, At: Ghangapatna,
Po: Kantabada, Bhubaneswar
Dist: Khurdha, Pin-752054
Odisha, India

Email: info.gietbbsr@gmail.com **Visit us:** www.gietbbsr.edu.in

CITY OFFICE:
Plot No. HIG42, 1st Floor, In front of Pal Heights
Jaydev Vihar, Bhubaneswar-751013
Ph: 0674-2541843/2542842



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Roles & Responsibilities:

- The cultural events will be organized by the Committee in the college regularly and shall be conducted as per the schedule. The students shall be coordinating the event with the guidance of the faculty members.
- To communicate about various cultural events to be celebrated in the college and give a wide publicity.
- To Create cultured ambience atmosphere in terms of behavior, attitude and presentation aspects at Gandhi Institute of Excellent Technocrats.
- To facilitate conducive, environment for students and staff alike for active involvement in all the celebration.
- To identify, encourage and promote students to perform at various stages facilitated by the institute.
- To facilitate platform for students and staff alike to showcase talents.
- Convene for effective communication of all matters of the committee and between the committee and the Principal.
- Draft the agenda and propose the same in subsequent meetings and device mechanism to accurately document the same. The agenda may include the following, as and when applicable.
 - Calendar of Cultural events and subsequent approval from the Principal.
 - Budget proposal and subsequent approval from the Principal.
 - Budget utilization report and subsequent approval from the Principal.
 - Measures for publicizing the objectives of the committee as well publicizing all the events.
 - Measures to enhance cultural upbringing of the students and staff alike.
 - Execution planning of the events.
 - Measures to oversee effective conduction of the events.
 - Facilitate accurate reporting.
- Constructively and creatively participate in planning, organizing, executing and controlling of all the events and activities as decided and assigned and allotted in the committee and extend unconditional cooperation in upholding the objectives of the committee.
- Events arranged for students in coordination with 'Students Cultural Committee' are:
Fresher's Day, b) Teachers' Day, c) Festival Celebrations d) Engineers Day, e) National Science Day, f) Final year B. Tech. Farewell, i) Annual Day, g) IRIS Events (including Revellers' Night, DJ night, Prom Night, Rock Show etc.), h) Picnic, i) Birthday celebration, j) Felicitation of staff achievements, k) Family get together, l) Christmas celebration, m) First Year M.\B.Tech/ Diploma Orientation Program, n) Independence Day, o) Republic Day, p) Women's Day, q) Utkal Divas, r) Founder's Day etc.

Principal

Gandhi Institute of Excellent Technocrats
Ghangapatna, Bhubaneswar

PRINCIPAL

Gandhi Institute of Excellent Technocrats
Ghangapatna, Bhubaneswar

Date: - 3/7/23

Memo No | 028/GIET-Ghangapatna/2023

Copy to:

- Hon'ble Vice-Chairman for favour of information.
- Dean Academics/Dean Student Affairs/ Dean R&D/Dy. Registrar/A.O.(Academics)/T&P/All HODs/Asst. Manager-HR/A.O.(Admin)/T&F Cell/ Library/Exam. Section/Staff Circular.
- Person Concern for the information/personal file



Principal

Gandhi Institute of Excellent Technocrats
Ghangapatna, Bhubaneswar

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