



Government College of Engineering, Kalahandi, Bhawanipatna

14TH MEETING
OF
BOARD OF GOVERNORS
**Government College of Engineering,
Kalahandi, Bhawanipatna**
AGENDA

Date: 07-01-2025

TIME: 10AM

MODE: Offline

VENUE: SCTE & VT, Bhubaneswar





Government College of Engineering, Kalahandi, Bhawanipatna

**MINUTES OF THE 14TH BOG MEETING HELD ON 07-01-2025 AT SCTE & VT,
BHUBANESWAR**

The 14th Meeting of the of Board of Governors of was held on 07-01-2025 through offline mode. The following members were present at the Meeting:

S.N	NAME	DESIGNATION
1.	Prof. (Dr.) Debi Prasad Mishra, Director, NITTTR Kolkatta.	Chairman
2.	Prof. (Dr.) Sidhartha Panda, Professor, Dept. of Electrical Engineering, VSSUT, Burla	Member (Nominee of the BPUT, Odisha))
3.	Dr. Gopal Charan Behera, Associate Professor, Dept. of Civil Engineering, GCEK, Bhawanipatna.	Member
4.	Dr. Basant Kumar Swain, Assistant Professor, Dept. of Comp. Sc and Engineering, GCEK, Bhawanipatna.	Member
5.	Mr. Aswini Kumar Rath, Director & CEO, Batoi System Pvt. Ltd.	Member (Industrialist)
6.	Mr. Suresh Chandra Samal, Group General Manager, National Aluminium Company Limited,(NALCO)	Member (Technocrat)
7.	Mr. Durga Prasad Majhi, Assistant Manager, State Bank of India, Main Road, Baliguda.	Member (Alumni)
8.	Prof. (Dr.) Subransu Seskar Dash, Principal, Government College of Engineering Kalahandi, Bhawanipatna.	Member Secretary
9.	Dr. L.P. Panda, Finance Officer, GCEK, Bhawanipatna.	Special Invite



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At the outset, Principal welcomed Honorable Chairman and members present in the 14th BoG meeting and expressed gratitude for attending the meeting. The Chairman, Board of Governors addressed the members and gave his kind consent to start the meeting as per the agenda.

GENERAL ITEMS

Item No 14.1 To approve the proceedings 13th meeting of the Board of Governors held on 15th January, 2024 at 11.00 AM in Board Room of Government College of Engineering Kalahandi, Bhawanipatna.

Action taken report on the minutes of the 13th BoG meeting

Item No 13.3 Approval of list of holidays to be followed as per BPUT Odisha for the year 2024.

Action Taken: The list of holidays has already been approved and is available on the college website.

Item No 13.4 Approval for the guest faculty recruitment for the academic session 2023-24 for one year with necessary breaks through outsourcing /Advertisement.

Action Taken: Seventeen guest faculty members have been recruited through outsourcing via NICSI.

Item No 13.5 A proposal of modalities for disbursement of R&D /Sponsored/ consultancy fees & finalising the rates for various tests/work.

Action Taken: The proposal for the disbursement of R&D, sponsored and consultancy fees, as well as the finalization of rates for various tests and works, has been approved and implemented.

Item No 13.6 Proposal for providing financial assistance (Registration, T.A & D.A.) for presenting the research articles in international/national conference/symposium/FDP/workshop.

Action Taken: The proposal for providing financial assistance (registration, T.A., and D.A.) for presenting research articles at international and national conferences, symposiums, or attending FDP/workshops has been approved, and necessary action will be taken accordingly.

Item No 13.7 Approval for procurement of plagiarism software

Action Taken: The procurement of plagiarism software has already been approved and necessary steps have been initiated to procure the same.



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Item No 13.8 Approval of contingency fund to HoDs

Action Taken: The contingency funds have been approved and will be made available to the HoDs soon for expenses towards the refreshment during the meeting.

Item No 13.9 Proposal for opening of M. TECH courses in CSE and CIVIL department branches.

Action Taken: The proposal for opening M. Tech courses in the CSE and Civil Engineering department will be sent to BPUT.

Item No 13.10 Proposal for assigning the post of Registrar and Finance Officer with existing faculty members and creation of new post of Dean academic in by-law.

Action Taken: The posts of Registrar and Finance Officer have already been created with existing faculty members, and a letter has been sent to recruit for permanent positions as per the bye-laws. Regarding the Dean of Academic Affairs post, it is in progress with other colleges in accordance with the bye-laws.

Item No 13.11 Creation of new posts in the Associate professor Grade in CSE department.

Action Taken: Requirement of new post of Associate Professor in CSE Department has already been communicated to the SDTE, Department.

Item No 13.12 To expedite the process for finishing the construction work of staff quarters at the earliest.

Action Taken: The proposal has been submitted to R&B, Kalahandi and they have assured that the staff quarters will be completed by April 2025.

Item No 13.13 Promotion of faculty members under CAS by 2012 and 2019 CAS rule.

Action Taken: Since it has not yet been implemented; it is the agenda for the next BoG meeting.

Item No 13.14 Updating of the designation of Dr. Dillip Ranjan Nayak from Assistant Professor to Associate Professor.

Action Taken: The letter has been sent to the government and is currently waiting for approval.

Item No 13.15 Rehabilitation of Mrs Mamata Pradhan wife of Late P,KRoutray Asst. professor,(Electrical Engg,) under rehabilitation asst. scheme.

Action Taken: Clarification in this regard will be sought from SD & TE, Bhubaneswar.



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Item No 13.16 NPS deposit of the principal

Action Taken: As per recent AG audit observation, it came to notice that the Previous Principal, Dr. D. Patnaik, is not eligible for NPS, as he was appointed on a tenure basis and is not a regular government employee. Therefore, necessary action in this regard will be followed.

Item No 13.17 Regularisation of service of DLRS

Action Taken: It will be communicated to SDTE, Govt of Odisha for necessary action.

Item No 13.18 Restoration of electrical power connection to guest house (Athithi Bhawan)

Action Taken: The electrical power connection to Atithi Bhawan at GCE Kalahandi has been provided and it is now it is functional.

Item No 13.19 To avail the consultancy services towards placement for T&P cell.

Action Taken: To avail consultancy services towards placement of students for T&P cell, necessary arrangements have been made to recruit a Placement Officer.

The BoG approved the proceedings of 13th minutes of meeting.

Item No. 14. 2 **Action taken report on 13th meeting of the Board of Governors held on 15th January, 2024 at 11.00 AM in Board Room of Government College of Engineering Kalahandi, Bhawanipatna on hybrid mode.**

The action taken report was considered and approved by board.

ITEM FOR CONSIDERATION AND APPROVAL

Item No. 14.3 **To approve the 1st Finance committee meeting held on 7th January 2025 at 9.30 AM in the Conference Hall of SCTE & VT, Bhubaneswar.**

The agenda of the 1st Finance committee was circulated to the members as Annexure-I and discussed minutely.

Board approved the same.

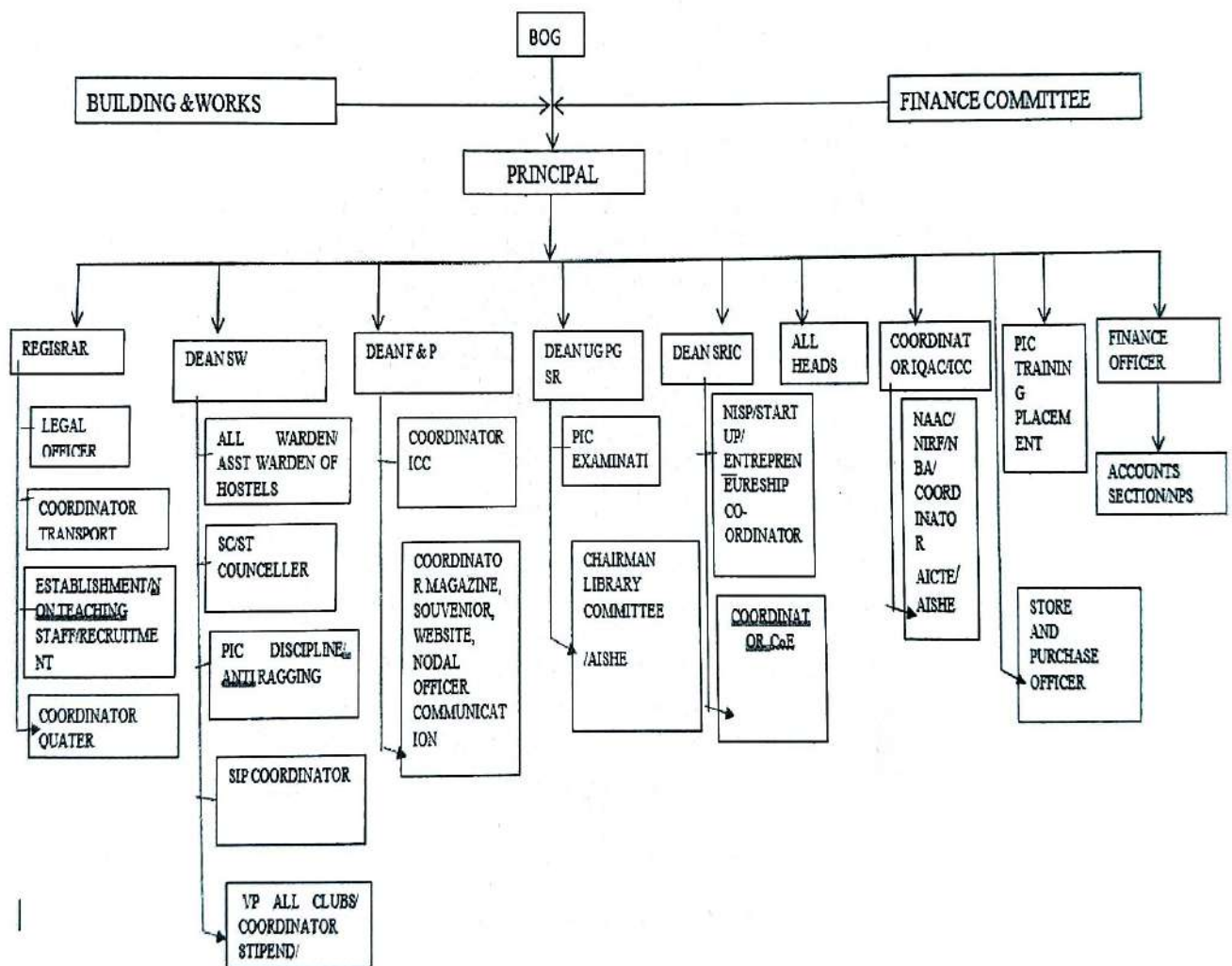
Item No. 14.4 **To discuss and approve the organizational structure of GCE Kalahandi.**



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Principal apprised the Board about importance of appointment of Deans, Finance Officer, and Registrar in the college for smooth functioning of academic and administrative activities of the institution and presented the proposed organizational structure.

After a thorough discussion, all agreed for a well-designed organizational structure of the college and proposed some modification on proposed structure by keeping minimum number different PIC categories. The modified organizational structure is attached here, which may be discussed in detail in the next BoG meeting for approval.





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Item No. 14.5 **To discuss and approve the Academic Leave of faculty members for attending FDP/Seminars/Workshop/Guest Lectures/Invited Talk/ DSC meeting up to 20 days in one Academic Year.**

For academic growth of faculties as well as for the requirement of NBA, NAAC accreditation process, faculties need to attend FDPs /seminars/conferences/workshops/ guest lectures/DSC meeting inside and outside Odisha. In this regard, Principal appraised the board to grant 20 days academic leave for attending the said purpose.

The board discussed the matter and Board approved the special casual leave up to 15 days for attending FDPs /seminars/conferences/workshops/ guest lectures/DSC meetings as a part of academic activities.

Item No. 14.6 **Discussion on Implementation of CAS of faculty members.**

Principal appraised the board regarding issue of promotions under the CAS since 2021, which has become an obstacle in the NBA accreditation process. Many Assistant Professors are eligible for promotion to Associate Professor, and similarly, several Associate Professors qualify for promotion to Professor. Therefore, it is proposed to implement CAS for the benefit of faculty members. This agenda has been discussed in the last BOG meeting; so far no notification has been initiated.

As the matter is under the jurisdiction of Government, it is proposed to wait for the Govt. notifications for CAS implementation procedure.

Item No. 14.7 **To discuss and approval for opening of new Regular B. Tech Programme in Electronics & Communication Engineering**

Principal appraised the board regarding opening of a new course in regular B. Tech program in ETC branch by Electrical Engineering Department. Considering the recent technological demands of Electronics and Communication Engineering (ECE) graduates, this course may be introduced from 2025-2026 with the intake strength of 60 .

Board approved the proposal.

Item No. 14.8 **Discussion and Permission for appointment of additional 3 nos of Gardeners.**

Principal appraised the board for approval of three additional gardeners in the college for beautification of campus. However, college is having only two numbers of gardeners engaged through outsourcing mode.



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Board approved the proposal. The financial requirement can be met from the other contingency if available.

Item No. 14.9 Discussion and Approval for engagement of guest faculty either through College Administration or Out-sourced Agency

As per AICTE mandate the faculty student ratio is to be kept at 20:1. Adhering to this, many departments do not have sufficient faculty members. Therefore, it is proposed to engage 17 numbers of guest faculty members against vacancy of sanctioned positions in order to maintain academic standard. Principal appraised board regarding the requirement of number of Guest faculties against the vacancy position of different departments.

Sl no.	Department	Requirement of number of Guest Faculty
1.	Computer science and Engineering	02
2.	Civil Engg	03
3.	Mechanical Engg	05
4.	Electrical	03
5.	Mathematics	02
6.	Physics	01
7.	Chemistry	01
		Total 17

Board approved the proposal.

Item No. 14.10 Approval for reimbursement of the registration fee for at least one professional society to the regular faculty members.

Principal appraised the board to approve the reimbursement of the registration fee towards the membership of at least one professional societies such as IEEE, ISTE, IE, CSI, etc., to the regular faculty members. This is a requirement for various accreditation programs. The annual or lifetime registration fee for at least one professional society may be reimbursed from the funds allocated to faculty members for attending FDPs, workshops, or conferences, STTP, NITTT-AICTE Modulues (Refer to BoG 13.6 of 13th BoG proceedings) .

Board approved the proposal.

Item No. 14.11 Discussion and Approval for the opening a centre of Bharatiya Traditional Knowledge System (BTKS)

Principal appraised the board opening of a centre for Bharatiya Traditional Knowledge System (BTKS). A detailed discussion regarding Bharatiya Traditional Knowledge System was taken. All felt the necessity of opening a centre of BTKS.



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Board recommended providing a special room for opening the centre of BTKS in the institution. Further, Board recommended for formation of a committee to look after on the generation of funds to meet the expenses for different activities of the centre of BTKS.

Item No. 14.12 ANY OTHER ITEM

Item No. 14.12.1 Approval for designation of Associate Professor to Dilip Ranjan Nayak

Principal appraised the board regarding representation of Dr. Dilip Ranjan Nayak to redesignate him as Associate Professor from Assistant Professor vide letter No. BPUT/Estd./3663, dated 20/07/2019 as he has completed his Ph.D program.

As the matter is under the jurisdiction of Government, it is proposed to wait for the Govt. notifications for the same.

Item No. 14.12.2 Approval for Rehabilitation of Mrs. Mamata Pradhan wife of Late P. K. Routraya, Asst. Professor, (Electrical Engg)

Principal appraised the board regarding representation of Mrs. Mamata Pradhan wife of Late P. K. Routraya, Asst. Professor, (Electrical Engg.) for her rehabilitation assistance.

After thorough discussion, Board recommended to prepare requisite rehabilitation documents with consultation of SD & TE, Odisha.

Item No. 14.12.3 To appoint one more additional Lab Technician to Civil Engg. and CSE department

Principal appraised the board regarding the shortage of lab technicians in CSE and Civil Engineering departments. At present, laboratory works are managed by only two lab technicians in the individual branches. Each department may be provided with one more lab technician.

The proposal was accepted by the Board and engagement of the additional manpower is to done from outsourcing.

The meeting was ended with vote of thanks to the Chair.


(Principal)


(Chairman)



**GOVERNMENT COLLEGE OF ENGINEERING, KALAHANDI
BHAWANIPATNA**

1st Finance Committee Meeting

Date & Time: **07.01.2025** at 10.00 AM

Venue: Conference Hall, SCTEVT, Odisha, Bhubaneswar

MINUTES

The following members of the Finance Committee were present.

1.	Prof. (Dr.) D. P. Mishra, Director, NITTTR Kolkata	Chairman
2.	Sri S. B. Mahapatra, OFS (SAG), FA-cum-Additional Secretary to Government, SD&TE Department	Member
3.	Prof. (Dr.) S.S. Dash, Principal	Member
4.	Dr. P. K. Muduli, Dean, Faculty & Planning	Member
5.	Prof. (Dr.) K. C. Panda, Dean, Students' Welfare	Member
6.	Dr. L. P. Panda, Finance Officer In-charge	Member Convenor

1.1 Welcome to the New Members

At the outset, Dr. L. P. Panda, the Finance Officer (I/C) welcomed Hon'ble Chairman and the members present in the 1st meeting of the Finance Committee. After brief introduction of members, the Chairman of Finance Committee addressed the members present in the meeting and highlighted the role of finance committee and gave his kind consent to start the meetings as per the agenda.

1.2 Proceedings of 1st & 2nd Building Committee

The Building & Works Committee (BWC) proceedings (1st & 2nd) were placed for kind information of the members of FC and necessary post facto approval.

It is observed that 4 No. of DPRs as approved by BWC, have been submitted to Govt. for administrative approval. However, the FC



suggested that the DPRs for 2025-2026, should be placed in FC and BoG before sending it to Govt in future.

1.3 Providing financial assistance to the students

The students are attending various conferences / Workshops / Symposiums /startup-activities / Hackathons etc. at different institutes within Odisha and outside Odisha and also participating in different competitions related to Curricular and Extra-Curricular activities conducted by various NITs, IITS, BPUT and other Government Colleges and Universities. Presently, there is no such provision for extending them any financial benefit. It is proposed that the institute should provide the Registration Fee / TA (minimum fare at shortest route) / fooding etc. to these students for participation in these activities from the Development Fund of the Institute. A committee will be formed to scrutinize the applications for approval before attending the programme.

FC suggested to prepare an SOP for financial assistance to the students for attending above mentioned activities and the expenditure may be met from the Development Fund. Thus, it is decided to place this issue in next FC meeting.

1.4 (i) Financial Approval for organizing International / National Conferences /Seminars/ STTP in the college.

(ii) Payment to the faculties towards accommodation charges for attending FDP / Conferences / Seminar / Official duties etc. inside and outside the state of Odisha

The various departments have conducted International / National Conferences / Seminar /STTP programmes as funded by TEQIP grant earlier. But, after the lapse of the TEQIP programme, the departments are not able to conduct such programmes due to non- availability of funds. Hence, it is proposed to provide fund of ₹4,00,000/- (Rupees four Lakh) only to each department per year from the Development Fund for conducting such programme.

Attending the FDP / STTP / Workshops / Conferences / Symposium is a basic requirement for the faculties for their personal development & for an academic



atmosphere of an institute point of view. The payment towards the accommodation reimbursement for the faculties on tour outside the state will be as per the finance department OM No. 6743 dated 14-03-24, whereas there is no provision for the above reimbursement inside the state, while the faculty is on official tour. Thus, it is proposed for reimbursement of accommodation charge inside the state while attending the seminars / conferences etc. During the TEQIP-III period, all faculties were provided the Registration Fee, TA, Accommodation charges & DA from the TEQIP grant for attending such programs.

FC suggested to prepare the SOP for availing the above financial help along with the head of funds from which the above expenditure can be met. This can be included in the budget estimate and submitted for necessary approval.

1.5 Enhancement of Hostel Establishment fee from Rs. 11800/- to Rs.15000/- per annum

At present, the establishment fee of the hostels is fixed at Rs 11,800 since 2009. There is no revision of fees since last 10 years. To meet the increased expenditure of the remuneration of the security personnel, caretakers and matrons engaged at various hostels as engaged through outsource agencies, it is proposed to approve the enhancement of Hostel Establishment Fee from Rs11,800/- to Rs.15000 per Annum.

FC suggested to place the above issue in the next FC meeting with proper justification and as an example any other state engineering college hostel fee may be referred.

1.6 Approval for Providing Contingency Fund to the Office of the Principal and Imprest Cash for all HoDs / DEANs/ PICs/ WARDEN

Principal apprised the FC that Deans / HoDs / PICs / Wardens and Principal conducts fortnightly, monthly meetings for planning and reviewing of different academic and administrative matters. In these meetings for providing refreshments, there is no separate fund specified. Also, to meet the emergency, no funds are available with these officials. Hence, it is proposed to provide a contingency fund to each Dean / HoD an amount of ₹ 10,000/-

and to the Principal an amount of ₹50,000/-per year. The funds will be met from the contingencies Non-Salary, Non-Plan sanctioned fund.

Further, Principal apprised to FC that Deans / Heads of Department (HoDs) / PICs may request for an Imprest Cash amount of ₹ 25,000 during a financial year to cover small, recurring urgent expenditures such as procurement of minor tools / raw-material etc. with the prior approval from the Principal. All these expenditures will meet from the Head Contingencies (Non-Salary, Non-Plan) Grant of the Government.

The FC suggested that there is no need of distribution of fund among Deans / HoDs / PICs / Wardens etc. as the institute is small and volume of fund is not so high.

1.7 Engagement of additional manpower such as Dealing Assistant /Junior Clerks etc under HODs and Deans for smooth management of Academic and Administrative works of GCEK.

Presently, there is no clerical support staffs are provided to the Office of HoDs and Deans. As the institution is going to apply for different accreditation processes and also for smooth functioning of the academic and administrative purpose, helps of clerical staff are essential. It is proposed to engage clerical staff at the office of the HoDs, Deans and at different important sections. This manpower will be engaged through outsourcing agencies. The expenses of the additional manpower engagement will be met from either Non-plan Non-salary grant or from the available College Development Fund. This engagement of manpower is in addition to the sanctioned posts (04 nos.) created by the Government. Additional expenditure will be borne from the Development Fund of the College.

The FC suggested no manpower to be engaged beyond the sanctioned strength. Hence the proposal is not considered by FC.

1.8 Appointment of JE (Civil) for monitoring minor repair/maintenance/ construction and development works in the college

It is proposed to engage one JE having qualification Diploma (CE) for smooth monitoring of building construction / repair-maintenance and development works carried out in the college through outsourcing. The



additional expenditure of engagement of manpower will be met from the Non-plan Non-salary grant in budgetary provisions.

FC did not approve the above proposal.

1.9 Engagement of CA Firm for Checking of Annual Accounts since its inception of the college and engagement of one Accountant having inter Costing or inter-chartered qualification for Account Section.

During recent AG Audit, it is observed that since the inception of the college no audit of accounts was done. All accounts / records are not maintained in proper order. AG Audit team has audited the college accounts for the period of 2019-2024. The audit team recommended for engagement of an Audit Firm for auditing of Annual Accounts since the inception of the college. Thus, it is proposed for engagement of an Audit Firm as per finance rule for audit of annual accounts through due procedure.

The FC allowed the proposal of engagement of CA firm through observing proper procedure for auditing of Annual Accounts since the inception of the college.

1.10 Honorarium of BoG Members Rs10,000/-

As per the approval of the 2nd BoG, dated 8th April, 2019 an honorarium of Rs 5000/- was paid to the external BoG member as per TEQIP-III guideline. Now, it is proposed for an honorarium of Rs 10,000/- to all the external members of BoG. The entire expenditure will be borne by the College Development Fund.

The FC agreed to provide Rs. 5000/- as honorarium to the external members of BoG along with the TA as per their entitlement in Govt. norms.

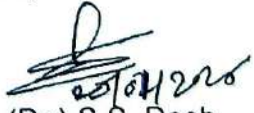
The meeting ended with a vote of thanks to the Chair.



Sri S. B. Mahapatra, OFS (SAG)


Dr. P. K. Muduli


Dr. L. P. Panda


Prof. (Dr.) D. P. Mishra


Prof. (Dr.) S.S. Dash


Prof. (Dr.) K. C. Panda