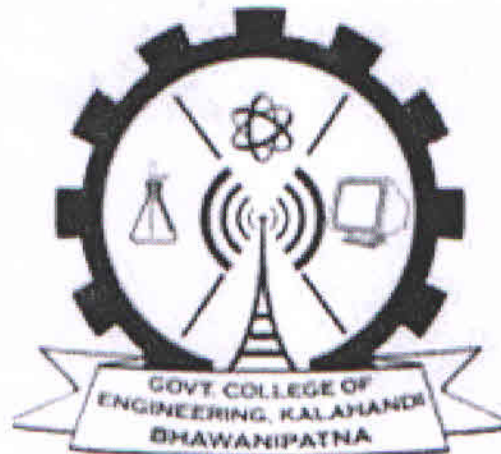


Proceedings of
15th Meeting of Board of Governors
Government College of Engineering, Kalahandi, Bhawanipatna

Date: 17-04-2025

Venue: Government College of Engineering, Kalahandi, Bhawanipatna



**GOVERNMENT COLLEGE OF ENGINEERING,
KALAHANDI**

APRIL 2025

MINUTES OF 15th BoG MEETING HELD ON 07-01-2025

The minutes of the 15th meeting of Board of Governors of Government college of Engineering , Kalahandi held on 17-04-2025 at 11.00 AM in the Board Room GCEK, Bhawanipatna.

The following members of BoG were present

S.N	NAME	DESIGNATION	
1.	Prof. (Dr.) Debi Prasad Mishra, Director, NITTTR Kolkatta.	Chairman	Offline
2.	Mr. Sukanta Kumar Pradhan, Additional Secretary to Govt., SD & TE Deptt. Govt. of Odisha.	Member (State Govt. Representative)	Offline
3.	Prof. (Dr.) Sidhartha Panda, Professor, Dept. of Electrical Engineering, VSSUT, Burla	Member (Nominee of the BPUT, Odisha)	Offline
5.	Dr. Gopal Charan Behera, Associate Professor, Dept. of Civil Engineering, GCEK, Bhawanipatna.	Member	Offline
6.	Dr. Basant Kumar Swain, Assistant Professor, Dept. of Comp. Sc and Engineering, GCEK, Bhawanipatna.	Member	Offline
7.	Prof. (Dr.) Anup Kumar Panda, Professor, Dept. of Electrical Engineering, NIT, Rourkela.	Member (Educationist)	Online
8.	Mr. Aswini Kumar Rath, Director & CEO, Batoi System Pvt. Ltd.	Member (Industrialist)	Online
9.	Mr. Suresh Chandra Samal, Group General Manager, National Aluminium Company Limited,(NALCO)	Member (Technocrat)	Absent
10.	Mr. Durga Prasad Majhi, Assistant Manager, State Bank of India, Main Road, Baliguda.	Member (Alumni)	Online
11.	Mr. Sourav Sarkar Asst. Manager,	Member (Alumni)	Offline


26/6/25
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Kalahandi Bhawanipatna



	Upper Indravati Hydro Electricity Project, Odisha Hydro Power Corporation Limited		
12.	Prof. (Dr.) Subransu Sekhar Dash, Principal, Government College of Engineering Kalahandi, Bhawanipatna.	Member Secretary	Offline
	Prof. (Dr.) Sanjay Kumar Satapathy, Vice Chancellor, Maa Manikeswari University, Kalahandi Engineering.	Member (Educationist from the region Nominated by State) (Deceased)	Absent

Welcome address by the Chairman, Board of Governors

At the outset, Honorable Chairman welcomed all members present at the 15th meeting of the Board of Governors, expressing gratitude for attending the important meeting and requested the principal to commence the meeting as the quorum requirement had been met.

15.2 Confirmation of minutes of the 14th meeting of the Board of Governors held on 7th January 2025.

The 14th BoG meeting was held on 07th January 2025 at SCTE & VT, Bhubaneswar. The minutes of the meeting were circulated. No comments have been received so far.

Resolution: The BoG approved the proceedings of 14th minutes of meeting.

15.3 Action taken report on 14th meeting of the Board of Governors held on 07-01.2024 at SCTE & VT, Bhubaneswar.


Resolution: The Board reviewed and duly noted the Action Taken Report.

Item	Agenda	Action Taken
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 approved minutes of 1 st Finance Committee meeting has already been uploaded on the college website.
14.4	To discuss and approve the organizational structure of GCE Kalahandi with duties and responsibilities of Deans.	After a thorough discussion, the Board members recommended certain modifications to the proposed structure, suggesting a reduction in the number of


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26/1/25
Govt. College of Engineering
Bhawanipatna



		different PIC categories. Based on these recommendations, a revised organizational structure has been prepared and will be included as an agenda item for the next BoG meeting.
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.	The Board approved the grant of special casual leave for up to 15 days to attend FDPs, seminars, conferences, workshops, guest lectures, and DSC meetings as part of academic activities. This provision has been implemented for all regular faculty members, as per order No. GCEK/068 dated 16.01.2025.
14.6	Discussion on Implementation of CAS of faculty members.	Board recommended to wait for the Govt. notifications for implementation of CAS for regular faculty members.
14.7	To discuss and approval for opening of new Regular B. Tech Programme in Electronics & Communication Engineering(ECE)	The Board has approved the proposal to launch a new regular B.Tech program in Electronics & Communication Engineering. Subsequently, a No Objection Certificate (NOC) has been received from BPUT, Rourkela, permitting the commencement of the program. A formal letter has also been sent to the SDTE, Odisha, requesting approval for student admissions to the ECE branch.
14.8	Discussion and Permission for appointment of additional 3 numbers of Gardeners.	The Board approved the proposal, and the financial requirements will be met from the contingency fund.


 26/1/25
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 Govt. College of Engineering
 Bhawanipatna



		One gardener has been engaged through outsourced agency.
14.9	Discussion and Approval for engagement of guest faculty either through College Administration or Out-sourced Agency	The Board approved the proposal, and 16 guest faculty members have been engaged through NICSI, a Government of India enterprise.
14.10	Approval for reimbursement of the registration fee for at least one professional society to the regular faculty members.	The Board approved the proposal, and a circular bearing letter no. GCEK/495 dated 28.03.2025 has been issued to all regular faculty members to avail of the facility.
14.11	Discussion and Approval for the opening a centre of Bharatiya Traditional Knowledge System (BTKS)	Board approved the proposal and a committee has been constituted to oversee fund generation to meet the expenses associated with various activities of the BTKS Centre.
14.12	ANY OTHER ITEMS	
	14.12.1 Approval for designation of Associate Professor to Dilip Ranjan Nayak	Board recommended to wait for the Govt. notifications for the same.
	14.12.2 Approval for Rehabilitation of Mrs. Mamata Pradhan wife of Late P. K. Routraya, Asst. Professor, (Electrical Engg)	Board recommended to prepare requisite rehabilitation documents with consultation of SD & TE, Odisha. A letter will be communicated within one week.
	14.12.3 To appoint one more additional Lab Technician to Civil Engg. and CSE department	The proposal was approved by the Board, and the engagement of additional manpower will be carried out through outsourcing. A lab technician in Civil Engineering department will be engaged before the commencement of new

		academic session through outsourcing.
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15.4 Approval of the 2nd Finance committee meeting held on 17th April 2025 at 9.30 AM in the Board room of GCEK, Bhawanipatna.

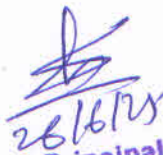
The agenda of the 2nd Finance committee was circulated to the members as Annexure-I and discussed minutely.

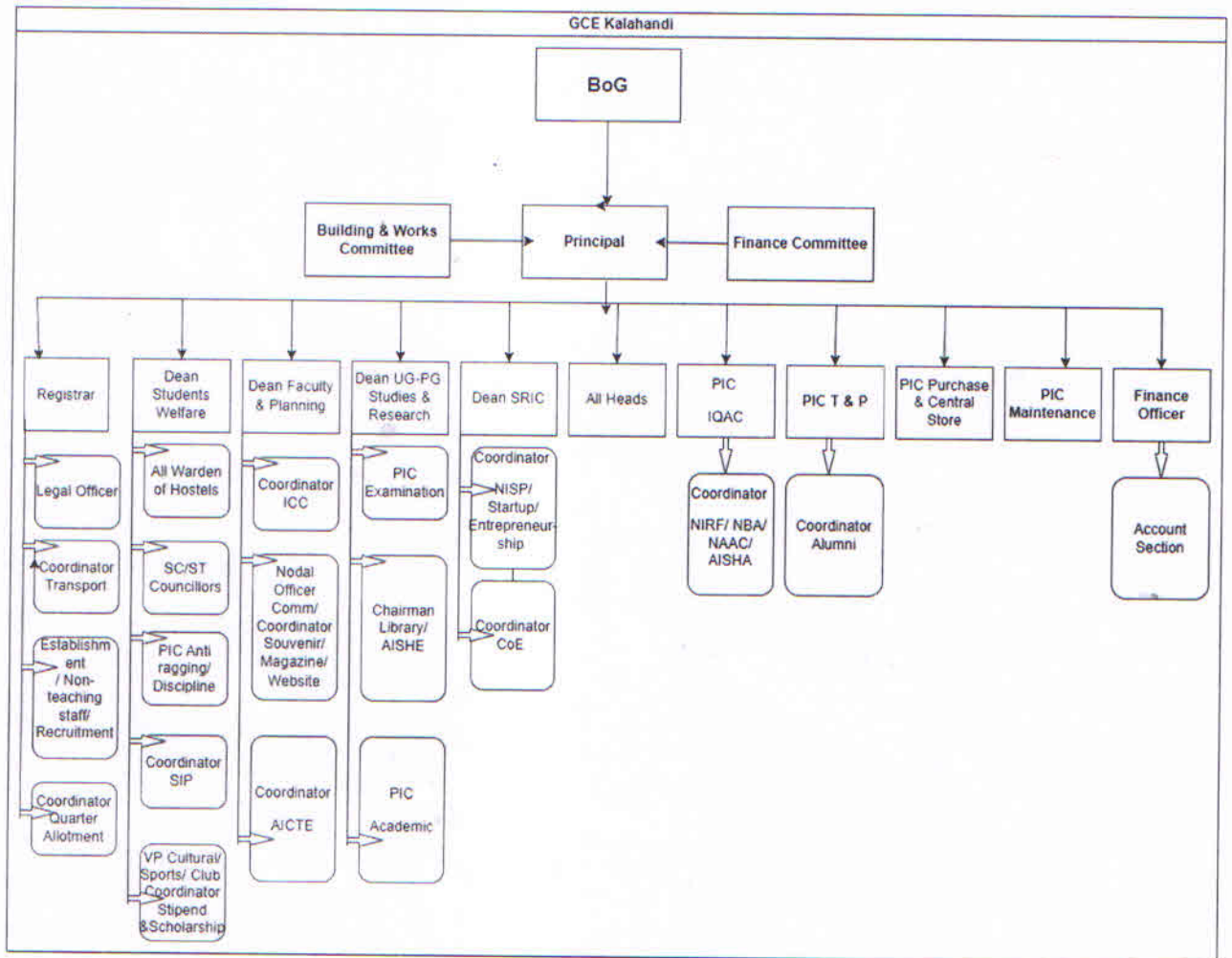
Resolution: The Board approved all items discussed in the 2nd Finance Committee meeting, except for Agenda Item No. 2.5 concerning the procurement of 125 desktop computers as the Finance Committee suggested for preparation of an exhaustive list showing the number of computers available in the institute in department wise and how many are required to meet the present need. Further, FC advised to place the same proposal in the next meeting.

15.5 Discussion and Approval of modified organizational structure of GCE Kalahandi

The Principal informed the Board that, in line with the recently approved College Bye-Law, new positions—Deans, Finance Officer, and Registrar—have been instituted. As a result, a comprehensive organizational structure is essential to facilitate the efficient functioning of both academic and administrative operations. This matter was thoroughly deliberated during the 14th meeting of the Board of Governors (BoG), where various amendments were proposed. The revised Organizational Structure is placed below.




26/6/25
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Kalahandi, Bhawanipatna



The detailed duties and responsibilities of all Deans is attached in Annexure-II for further discussion and approval.

Resolution: After thorough deliberation, all members agreed on the need for a well-structured organizational framework for the college, incorporating the defined duties and responsibilities of the Deans. The Board subsequently approved the proposed organizational structure.

15.6 Discussion and Approval of reduction in intake strength of mechanical branch from 120 to 60.

Principal informed the Board about the number of students admitted to the B.Tech Mechanical Engineering program over the past four academic years: 23 in 2021–2022, 6 in 2022–2023, 11 in 2023–2024, and 37 in 2024–2025, against an approved intake capacity of 120 students per year. The recent audit report raised concerns about the consistently low enrolment figures relative to the sanctioned capacity. In response, the Deans and Heads of Departments conducted a SWOT analysis of the Mechanical Engineering Department. Based on their findings, they recommended reducing the intake capacity from 120 to 60. This adjustment is expected to support on-going efforts toward NAAC and NBA accreditation.


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Kalahandi, Bhawanipatna



Resolution: After thorough discussion, the Board resolved to submit the matter to the Government for approval to reduce the Mechanical Engineering intake capacity from 120 to 60.

15.7 Discussion and Approval on appointment of Attendant to Departments.

The Principal informed the Board about the departmental challenges of managing laboratory tasks with only a single attendant. Given that each department oversees more than five laboratories, one attendant is insufficient to handle the workload effectively. Additionally, there are currently no attendants assigned to support the Principal, Deans, Registrar, Finance Officer (FO), or Heads of Departments (HoDs). To ensure the efficient functioning of both laboratories and administrative offices, it is recommended to increase the number of attendants, either through outsourcing or alternative arrangements.

Resolution: The Board members discussed the matter and expressed concern over the functioning of departments and offices with a limited number of ministerial staff. The Chairman of the Board of Governors recommended assessing and determining the minimum required number of non-teaching staff for each department and office. A precise estimate is necessary for further consideration and approval.

15.8 Discussion and Approval of creation of post for Non-Teaching staff.

The Office of the Principal, FO, and Registrar are currently operating with a limited number of temporary out sourced office bearers and supporting staff. Similarly, the offices of Deans, HODs, the Training and Placement Cell, and other departments are functioning without any supporting staff. Moreover, the college is running without single regular supporting staff since its inception. According to AICTE guidelines, the institute is permitted to appoint non-teaching staff at a ratio of 1.1 times the approved strength of teaching staff. Therefore, it is requested that necessary directives be issued for the creation of non-teaching staff positions at GCEK, Bhawanipatna.

Resolution: This matter is related to the previous agenda. The Board recommended preparing a department- and office-wise requirement plan for non-teaching staff.

15.9 Discussion and Approval of Ph.D program of Basanti Behera, Asst. Prof. Mechanical Department under QIP Program.

Principal apprised the board that Mrs. Basanti Behera, Assistant Professor in the Department of Mechanical Engineering, has applied to pursue higher studies under the Quality Improvement Program and has been selected to continue her studies at NIT Rourkela. She has completed 30 days of her 60-day pre-Ph.D. coursework. The department currently has 10 faculty members. According to BPUT regulations, a maximum of 20% of the department's faculty can be deputed for higher studies at any given time. Currently, two faculty members are on Ph.D. study leave, and one will resume duties at GCEK Bhawanipatna after completing a 3-year Ph.D. study leave. The

department is prepared to distribute Mrs. Behera's teaching load among the remaining faculty members.

Resolution: The Board discussed the matter and approved the proposal as the Mrs. Behera already received the NoC previously vide letter No. GCEK/417 dated 20.04.2024.

15.10 Any other point with permission from Chair

15.10.1 Addition of New BoG Member against Vice Chancellor of Manikeswari University

Principal apprised the board regarding sudden demise of our board member Prof. (Dr.) Sanjay Kumar Satapathy, Vice Chancellor, Maa Manikeswari University, Kalahandi Board Member (Educationist from the region Nominated by State) and requested the board for addition of new member in his place.

Resolution: Board members expressed their condolences over the sad demise of Prof. (Dr.) Sanjay Kumar Satapathy and proposed that a new member from the Dean of OUAT, Bhawanipatna be nominated to the BoG as the representative of the Educationist from the region Nominated by State.

15.10.2 EPF to DLR members

The BoG Chairman apprised the board regarding non-payment of EPF to DLR staff members.

Resolution: The Board recommended reviewing the revised EPF rules and the minimum number of DLRs required per group to qualify for EPF contributions, and to take appropriate action in implementing it at the earliest.

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



Prof (Dr) Subhransu Sekhar Dash

(Member Secretary)
Principal

**Govt. College of Engineering
Kalahandi, Bhawanipatna**



Prof. (Dr.) Debi Prasad Mishra

Chairman

Board of Governors (BoG)

Chairman

**Board of Governors
Government College of Engineering
Kalahandi, Bhawanipatna**



GOVERNMENT COLLEGE OF ENGINEERING KALAHANDI, BHAWANIPATNA
(An Affiliated college of BPUT, Odisha)
At: Kandhabandopala, Bhawanipatna Dist: Kalahandi-766003 (Odisha)

MINUTES OF THE 2ND MEETING OF THE FINANCE COMMITTEE (FC)
HELD ON 17-04-2025, 10 AM,
AT BOARD ROOM, GCEK, BHAWANIPATNA

Sl No	Name	Mode	Designation
1.	Prof. (Dr.) Debi Prasad Mishra, Director, NITTTR Kolkata	Offline	Chairman
2.	Sri S.B. Mohapatra, OFS (SSG), FA-cum-Special Secretary to Government, SDTE Department	Online	Member
3.	Prof. (Dr.) S.S. Dash, Principal	Offline	Member
4.	Dr. P. K. Muduli, Dean, Faculty & Planning	Offline	Member
5.	Dr. C. R. Dash, Dean, Students' Welfare	Offline	Member
6.	Dr. L. P. Panda, Finance Officer In-charge	Offline	Convener

At the outset, Dr. L. P. Panda, the Finance Officer (I/C) welcomed Hon'ble Chairman and the members present in the 2nd meeting of the Finance Committee. Thereafter, the Chairman, Finance Committee, welcomed the members to the Meeting of the Finance Committee. All the members of the Finance Committee were present through offline mode except Sri S.B. Mohapatra, OFS (SSG), FA-cum-Special Secretary to Government, SDTE Department. There being a quorum, the 2nd Meeting of the Finance Committee commenced with the permission of the Chair.

GENERAL ITEMS

Item No. 2.1 To confirm the Minutes of the 1st Meeting of the Finance committee of GCE Kalahandi, Bhawanipatna held on 07 January, 2025

The Minutes of the 1st Meeting of the Finance Committee of held on 07-01.2025 at SCTE & VT, Bhubaneswar were discussed and since there was no comments received from any of the distinguished members of the Committee, the Finance Committee confirmed the same.

Item No. 2.2 Action (s) Taken Report (ATR) in respect of the decision of the 1st FC meeting of Finance Committee

The actions taken on the resolution of the 1st Meeting of the Finance Committee is tabulated below.

Item	Agenda	Action Taken
1.3	Providing financial assistance to the students	Standard Operating Procedure (SOP) is prepared
1.4	Financial Approval for organizing International / National Conferences /Seminars/ STTP in the college.	Standard Operating Procedure (SOP) is under preparation in consultation with the other institutes.
1.4.1	Payment to the faculties towards accommodation charges for attending FDP / Conferences / Seminar / Official duties etc. inside and outside the state of Odisha	Standard Operating Procedure (SOP) is prepared
1.5	Enhancement of Hostel Establishment fee from Rs. 11000/- to Rs.14000/- per annum	A comparative statement of Hostel Fee structure of 3 Govt. Colleges of Odisha is prepared.
1.6	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.	Preparation of a revised proposal is under process.
1.7	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.	The selection of CA firm is under process.

Resolution: The actions taken on the resolution of the 1st Meeting of the Finance Committee held on 07-01.2025 at SCTE & VT, Bhubaneswar was circulated as part of the agenda items. During the meeting, the action taken report on the agenda items were elaborately explained to the Committee members. After deliberation on the ATR, the Finance Committee agreed and noted the action taken by the Institute.



ITEMS FOR CONSIDERATION AND APPROVAL

Item No. 2.3 Providing financial assistance to the students while attending the various conferences / workshops / symposiums / start up activities, Hackathon etc.

A Standard Operating Procedure (SOP) for availing TA / Other charges by the students for attending Conferences / Workshops / Start-up & Innovation Activities / Hackathon / Sports / Participation in Inter-college Competitions / Extra-curricular activities conducted by BPUT / other Government Colleges / Universities / Institute of National Importance like NIT, IIT etc.	
1	Reimbursement of Registration Fee of the students.
2	A student can avail the transport expenses i.e. actual to and fro Bus fare / Sleeper (Non A/C) Railway fare in shortest route from the College to the hosting Institute / Organisation for participating any such activities as mentioned. To avail the <i>transport expenses one has to produce the actual tickets for reimbursement.</i>
3	A student can also avail the local conveyance, i.e. from Railway Station / bus Stand to the Venue by Auto / Town Bus / Rickshaw etc. The expenses will be reimbursed on the production of actual Tickets / Bills / Receipts etc. However, the Local Conveyance expenses should be limited to ₹300 /- per Trip.
4	In case the Hosting Organisation is not providing the food facility at the Venue, food expenses of the student will be borne by college but limiting up-to ₹300/- per day , on the production of the actual Bill.
5	If free Boarding is not provided by the host Institute / Organisation, a student can avail the shared accommodation facility and the accommodation charge will be borne by the college but limiting to ₹ 500 /- per day. The expenses will be reimbursed on the production of the actual receipt.
6	For various activities, students will be nominated / selected by Dean (S & W).
7	The financial assistance for extending such activities will be from the Development Fund of the Institute. Further, a separate “ Corpus Fund ” will be created for the purpose.

SOP FOR UTILISATION OF STUDENTS FEES

The committee constituted by the order No-GCEK/073 dated 17.01.2025 to prepare the guidelines for utilization of collected student’s fees for students submitted recommendations as presented below.

Sl. No.	Heads of Student’s Fee	Heads on which the money will be utilised
1	Tuition Fee	<ul style="list-style-type: none"> • Classroom logistics including Smart board, White board, Pen etc. • Equipment’s for seminar hall



		<ul style="list-style-type: none"> • Invited lectures • Development and resources needed for running various courses like NPTEL, Coursera etc. • Teaching and Learning materials for students beyond syllabus • Organising Conference and Seminars for the benefit of the students • Presentation and publication of research papers in conference and journals by students • Technical Event competition for students • Orientation programme • Soft Skill and Technical training to students to support placement activities • College Brochures (For newly admitted students and for placement) • Raw materials for the Laboratory to support the student's projects
2	Development Fee	<ul style="list-style-type: none"> • Furniture for Classrooms, Seminar Halls, Offices and Hostel (On requirement basis) • AC classroom (Repair and Maintenance) • Minor maintenance on Civil and Electrical equipment's of college and hostel • Purchase and maintenance of Gymnasium materials • Running maintenance of Officiated Clubs of the college (Limited to Maximum 5% of the revenue including all clubs) • Institute sanitation facility
3	Lab Maintenance	<ul style="list-style-type: none"> • AMC of costly equipment's • Repair of equipment's • Calibration if any
4	Student Activity Fee	<p>Out of the total fee collected the amount must be utilised in the following proportionate</p> <ul style="list-style-type: none"> • Cultural activities – 65% • Sports activity – 25% • UDDAN – 5% • Celebration of Ganesh Puja/Saraswati Puja and Biswakarma Puja- 5%
5	Internal Exam Fee	<ul style="list-style-type: none"> • Papers, cartridge and stationary items required for examination section • Desktop, Laptop, Printing and Photo copier machines required for Exam section
6	Site Visit	Recommended for two study visits per year
7	Training and Placement fee	<ul style="list-style-type: none"> • To carry out placement activities (60%) • Providing soft skill and training (38%) • Placement Boucher (2%)

Resolution: The Finance Committee perused the **Standard Operating Procedure (SOP)** and discussed the recommendation of the Committee constituted for providing financial assistance to the students. After detailed deliberation, the Finance Committee approved and recommended the same for approval of the Board of Governors.

Further, the FC discussed on the recommendation of the Committee constituted for utilising the students fee for students only. After detailed deliberation, the Finance Committee approved both the proposals. Further; FC recommended the same for approval of the Board of Governors.

Item No. 2.4 **Providing financial assistance to the faculties towards the accommodation charges while attending FDP / workshops / STTP / official duties etc. and presenting in conferences / seminars / symposiums etc.**

SOP for Availing TA / DA & Other Allowances Charges by faculties for attending Workshops / Conferences / Startup & Innovation Activities / Hackathon / and other Similar faculty Activities Conducted by BPUT, SDTE / AICTE /UGC/BoG etc.							
1	TA & DA of Faculties will be provided as per the office memorandum No. 6743 dated 14-03-2024 of Finance Department, Govt. Of Odisha.						
2	Faculties should submit Tour Program and Tour Dairy for availing TA and DA.						
3	Reimbursement of Hotel Accommodation Charges on tour outside the state will be made as per the office Memorandum No. <u>6743 dated 14-03-2024</u> of Finance Department, Govt. Of Odisha.						
4	There is no provision for accommodation inside the State in the office memorandum No. 6743 dated 14-03-2024 of Finance Department, Govt. Of Odisha. Thus, Accommodation charge is proposed as given below. <table border="1" style="margin-left: auto; margin-right: auto;"> <tr> <td>Pay Level as per the Academic Pay Matrix [ORSP Rule – 2019]</td> <td>The reimbursement of Hotel Accommodation Charges</td> </tr> <tr> <td style="text-align: center;">Level 12 & Above</td> <td style="text-align: center;">Rs. 4,500.00/- per day</td> </tr> <tr> <td style="text-align: center;">Level 10 & 11</td> <td style="text-align: center;">Rs. 2250.00/- per day</td> </tr> </table> <p>The expenditure will be borne from the Development Fund of the institute / Govt. Non-Salary Grant (other contingencies).</p>	Pay Level as per the Academic Pay Matrix [ORSP Rule – 2019]	The reimbursement of Hotel Accommodation Charges	Level 12 & Above	Rs. 4,500.00/- per day	Level 10 & 11	Rs. 2250.00/- per day
Pay Level as per the Academic Pay Matrix [ORSP Rule – 2019]	The reimbursement of Hotel Accommodation Charges						
Level 12 & Above	Rs. 4,500.00/- per day						
Level 10 & 11	Rs. 2250.00/- per day						
5	Selection process of faculties for attending Conferences / Workshop / STTP etc. will be done by Dean (F&P).						

Resolution: The Finance Committee perused the Standard Operating Procedure (SOP) and discussed in detail on the recommendation of the Committee constituted for providing financial

assistance to the faculties towards the accommodation charges while attending FDP / workshops / STTP / official duties etc. and presenting in conferences / seminars / symposiums etc.

Item No. 2.5 Proposal for procurement of 125 no. of desktop computers as per requisition placed by the different departments of the college.

Sl	Department	No. of Computers required
1	CE Dept. (Computational Lab)	25 Nos.
2	CSE Dept.	50 Nos.
3	Mechanical Dept. (CAD Lab.)	25 Nos.
4	Humanities (Communication Lab.)	25 Nos

Resolution: The Finance Committee discussed the proposal and suggested for preparation of an exhaustive list showing the number of computers available in the institute in department wise and how many are required to meet the present need. Further, FC advised to place the same proposal in the next meeting.

Item No. 2.6 Proposal for procurement of equipment above 10 lakhs as per requisition placed by the different departments of the college.

Sl	Name of the Department	Name of the Equipment	Total cost (₹) (Excluding GST)
1	Civil Engineering	• TOTAL STATION	₹ 11,00,000.00
2	Mechanical Engineering	• Ansysy Software (1 user) • Solidwork Software (3 user): • Workshop upgradation (as per BPUT syllabus)	₹ 11,00,000.00 ₹ 15,00,000.00 ₹13,00,000.00
3	Electrical Engineering	• Electrical Power Transmission and Distribution Training Set • Transmission Line Analyzer Model Specification	₹13 ,00,000.00 ₹13 ,00,000.00

Resolution: The Finance Committee discussed the proposals placed by the various departments for purchase of the equipments in detail and approved for the purchase of the equipments, except

one of the equipment named “Transmission Line Analyzer Model Specification” of Department of Electrical Engineering. However, FC suggested to place for the purchase of the equipment with requirements in detail as an agenda in the next financial committee for further discussion.

Item No. 2.7 Enhancement of Hostel Establishment fee from Rs. 11000/- to ₹14000/- per annum

SL. NO.	HEAD / COMPONENT	Fee (₹)
1	Seat Rent	6000.00
2	Establishment Fees	3600.00
3	Electricity Charges	3000.00
4	Fuel Charges	600.00
5	Hostel Development Fees	500.00
6	Water Charges	200.00
7	Common Room Charges	100.00
TOTAL		₹ 14000.00

Resolution: The Finance Committee discussed the proposal and approved the same for enhancement of Hostel Seat Fee from ₹11000/- to ₹14000/- per annum from the Academic Session 2025-26.

Item No. 2.8 Proposal for providing honorarium to the various external experts for delivering lectures/ technical talk/conduct of Viva-voice examination/ Project evaluation /other invited resource persons for various official activities.

It is proposed for an honorarium of ₹2000/- to experts for rendering services through online mode whereas if through offline mode ₹4000/-.

Resolution: The Finance Committee discussed and approved the proposal and recommended for a uniform honorarium of ₹ 3000/-to the various external experts for delivering lectures/ technical talk/conduct of Viva-voice examination / Project evaluation /other invited resource persons for various official activities either through online or offline mode.


Item No. 2.9. Approval of 3rd& 4th Building & Works Committee (BWC) Proposal




- Letter will be communicated to Superintending Engineer, R & B Division, Kalahandi, to get the acknowledgement about the date of completion of Library Building & submission of partial UC of project and submissions of Agreement Copy.
- Reminder letter will be sent to Superintending Engineer, R & B Division, Kalahandi, for submission of UC of on-going Staff Quarters Project and date of handover of Refund of ₹ 2 crore deposited by GCE Kalahandi for construction of new hostel.
- R & B Division, Kalahandi has submitted the estimation for campus cleaning. BWC members approved the estimation of R & B Kalahandi. In this regard a work order will be issued to R & B Kalahandi.
- Construction of two additional number of Septic Tank will be carried out from TEQIP Sustainable Fund. BWC approved the same with a recommendation that it should be done by Municipality Bhawanipatna or PHD
- Letter will be communicated to SD&TE, regarding the repair and renovation of three number of hostels.
- BWC members discussed about the budget submitted in the last couple of months before relating to the new infrastructure projects.
- Three units of Bore well will be drilled at three hostels to overcome the water scarcity faced by the students
- Modular Kitchen will be constructed for 3 number of Hostels.
- Letter communicated to Superintending Engineer, R & B Division, Kalahandi, regarding submission of a detail estimate of a New Boys Hostel- 350 seater, (G +3)
- Letter communicated to Superintending Engineer, R & B Division, Kalahandi, regarding conversion of Room No 310 to a Gallery type of room by raising floor.

Resolution: The Finance Committee noted the proposals.

The meeting ended with a vote of thanks to the Chair


26/6/25
Prof. (Dr.) Subhransu Sekhar Dash

Principal
GCE Kalahandi
Principal
Govt. College of Engineering
Kalahandi, Bhawanipatna


Prof. (Dr.) Debi Prasad Mishra

Chairman
Board of Governors (BoG)
Chairman
Board of Governors
Government College of Engineering
Kalahandi, Bhawanipatna

GOVERNMENT COLLEGE OF ENGINEERING, KALAHANDI

POWERS AND DUTIES OF THE DEANS

The Dean of the Students' Welfare

- 1) The Institute shall have a Dean, Students' Welfare as per Clause 12 of the Bye-Law who is a whole time Professor/Associate Professor of the College on additional duty. He/ She shall be appointed by the Principal with the approval of the Board for such period and under such terms as may be approved by the Board from among the Professors/Associate Professors of the College for a period of three years in rotation.

Powers & Duties	2) He/ She shall have the following powers and duties:—
Administrative Powers	<p>(i) Organizing & Managing all matters related to students' welfare, conduct, discipline for all the students</p> <p>(ii) Co-ordinating N.C.C./Physical Training/N.S.S./Yoga/Redcross programmes etc. conducted for students and their sessional credits.</p> <p>(iii) Liaison with parents/guardians of students with respect to their performance and conduct on a regular basis.</p> <p>(iv) Co-ordination with Wardens / Assistant Wardens of Hall of Residences regarding smooth functioning of the hall of residence.</p> <p>(v) Co-ordination with Vice-Presidents/PICs of Students' Societies/Clubs (Cultural Club, Sports Club, Dance Club, Music Club, Robotics Club or any other club recognized by the college) about the curricular and extra-curricular activities of students and shall cause audit to the students' account with the help of Vice-Presidents/PICs and student representatives. He/ She shall act as the Chairman of the Student Activity Council.</p> <p>(vi) Co-ordination with the Counselor for S.C./S.T. students regarding their problems.</p> <p>(vii) Co-ordinate with the Coordinator of the Scholarship and stipend section.</p> <p>(viii) Co-ordination with Anti Ragging Squad and Anti Ragging Monitoring Committee. He/ She shall be chairman of the Anti- ragging squad.</p> <p>(ix) He/ She shall co-ordinate with Law and Order authorities with respect to student discipline along with the Registrar.</p> <p>(x) He/ She shall look after the overall development of hall of residences and act as Chairman of Hall Co-ordination Committee. Wardens and Assistant Wardens shall report to him regarding Hall of Residence Management.</p> <p>(xi) Exercising such other powers as may be delegated by the Principal or the Board from time to time.</p>
Financial Powers	<p>(vii) He/ She shall have the powers to countersign travelling allowance bills of the College employees working under him.</p> <p>(viii) He shall have powers to sanction expenditure up to Rs.5,000.00 Per annum in each case chargeable to contingencies within the budget provision.</p>

The Dean ,Faculty& Planning

- (1) The Institute shall have a Dean, Faculty & Planning as per Clause 12 of the Bye-Law who is a whole time Professor/Associate Professor of the College on additional duty. He/ She shall be appointed by the Principal with the approval of the Board for such period and under such terms as may be approved by the Board from among the Professors/Associate Professors of the College for a period of three years in rotation.

Powers & Duties	2) He/ She shall have the following powers and duties:—
Administrative Powers	<p>(i) He/ She shall be responsible for preparation of Plan Documents and Plan Estimates and monitoring of Plan Expenditure.</p> <p>(ii) He/ She shall be responsible for co-ordination of Plan development of the Departments and Centers. He shall plan and prepare proposals for inflow of fund from the Central / State Government for overall development of the College.</p> <p>(iii) He/ She shall be responsible for co-ordination of the Publication of News Letter, Bulletin, Annual Report, Prospectus, and other such publications of the Institute and updating the official Website of the Institute including the social media pages.</p> <p>(iv) He/ She shall coordinate with PIC, AICTE and submission of the documents with the concerned organization/agency. He will be responsible for answering queries from outside organizations such as U.G.C., A.I.C.T.E., State Government, Central Government, Indian & Foreign Universities, Ministry of Education, Parliament, Assembly etc. with approval of the Principal.</p> <p>(v) He/ She shall monitor cultural and other exchange programmes with foreign Universities and other Foreign visits of faculty members.</p> <p>(viii) He/ She will coordinate with the Registrar for guest faculty recruitment.</p> <p>(ix) He/ She shall monitor the proposals for attending Short Term Courses / FDPs/ Seminars/Conferences etc.</p> <p>(x) He/ She shall monitor cultural and other exchange programmes with foreign Universities and other Foreign visits of faculty members.</p> <p>(xi) Exercising such other powers as may be delegated by the Principal or the Board from time to time.</p>
Financial Powers	<p>(xii) He/ She shall have the powers to countersign travelling allowance bills of the College employees working under him.</p> <p>(xiii) He shall have powers to sanction expenditure up to Rs. 5,000.00 per annum in each case chargeable to contingencies within the budget provision.</p>

The Dean, Sponsored Research & Industrial Consultancy

(1) The Institute shall have a Dean, Sponsored Research & Industrial Consultancy as per Clause 12 of the Bye-Law who is a whole time Professor/Associate Professor of the College on additional duty. He/ She shall be appointed by the Principal with the approval of the Board for such period and under such terms as may be approved by the Board from among the Professors/Associate Professors of the College for a period of three years in rotation.

Powers & Duties	2) He/ She shall have the following powers and duties:—
Administrative Powers	<ul style="list-style-type: none">(i) He/ She shall lay down procedures and rules for sponsored research, projects and industrial consultancy and maintain separate accounts for same.(ii) He/ She shall be responsible for identification, motivation and training for the involved researchers and teachers.(iii) He/ She shall be responsible for use of special operating procedures for Departments/ Laboratories where sponsored and industrial consultancy research is conducted.(iv) He/ She shall be responsible for compliance, monitoring and reporting to ensure that established requirements and procedures are implemented as intended. He shall cause audit to such accounts.(v) He/ She shall be responsible for co-coordinating all the Testing and Consultancy work carried out in the College.(vi) All papers / proposals for Sponsored Research, Projects, Consultancy shall be monitored by him/her.(vii) He/ She shall manage the e-learning, e-governance and video conferencing and related activities of the College and shall keep close liaison with industries, R&D Organization for liaison projects / consultancy of different departments of the College.(viii) He/ She will be the member convenor of the Industry Institute Cell and coordinate with the industry for industrial talks, expert lectures etc.(ix) He/ She will coordinate with the industries/ organizations for signing MoU with them for the training and placement of the students.(x) He/she will coordinate with PIC/Coordinator of NISP, Startup Cell, Entrepreneurship Cell etc.(xi) He/she will coordinate with the PIC/Coordinator of the Centre of Excellence developed by different departments.
Financial Powers	<ul style="list-style-type: none">(viii) He/ She shall have the powers to countersign travelling allowance bills of the College employees working under him.(ix) He shall have powers to sanction expenditure up to Rs. 5,000.00 per annum in each case chargeable to contingencies within the budget provision.(x) He/ She shall attend to duties as assigned by Principal from time to time.

The Dean , UG-PG Studies & Research

- (1) The Institute shall have a Dean, UG-PG Studies & Research as per Clause 12 of the Bye-Law who is a whole time Professor/Associate Professor of the College on additional duty. He/ She shall be appointed by the Principal with the approval of the Board for such period and under such terms as may be approved by the Board from among the Professors/Associate Professors of the College for a period of three years in rotation.

Powers& Duties	2) He/ She shall have the following powers and duties:—
Administrative Powers	<p>(i) To formulate and determine policy and guidelines on the administration of UG and post-graduate education, research, and regarding admission, course, examinations in accordance with the policy of the Affiliating University.</p> <p>(ii) To formulate and determine policy and guidelines on the requirements for the award of the degrees of M.Sc., MBA, M.Tech. and Ph.D. degrees in accordance of the policy of the Affiliating University.</p> <p>(iii) To advise on all issues relating to the administration of regulations and procedures governing the M.Sc. ,MBA, MCA, M.Tech., Ph.D. and Post-doctoral degrees.</p> <p>(iv) He/ She shall be responsible for all P.G., Ph.D. admission. He/ She shall act as Chairman of Post-graduate Programme and Evaluation Committee.</p> <p>(v) He/ She shall supervise recruitment, retention and outreach activities related to Post-Graduate & Research Programs.</p> <p>(vi) He/ She shall keep liaison with the PIC of Examinations of the Institute and supervise the progress of all, M.Tech. and Ph.D. students with reference to the expected completion times for the relevant degree. He shall be responsible for the scholarship of all P.-G. and Ph.D. students as well as research scholars engaged in different research projects.</p> <p>(vii) He/ She shall coordinate with the PIC of Academic affairs of the Institute and supervise the academic progress of all B.tech, M.Tech and Ph.D. students .</p> <p>(viii) He/ She shall have the powers to countersign travelling allowance bills of the College employees working under him.</p> <p>(ix) He/ She shall exercise such other powers as may be delegated by the Principal from time to time.</p>
Financial Powers	<p>(viii) He/ She shall have the powers to countersign travelling allowance bills of the College employees working under him.</p> <p>(ix) He shall have powers to sanction expenditure up to Rs. 5,000.00 per annum in each case chargeable to contingencies within the budget provision.</p> <p>(x) He/She shall attend to duties as assigned by Principal from time to time.</p>