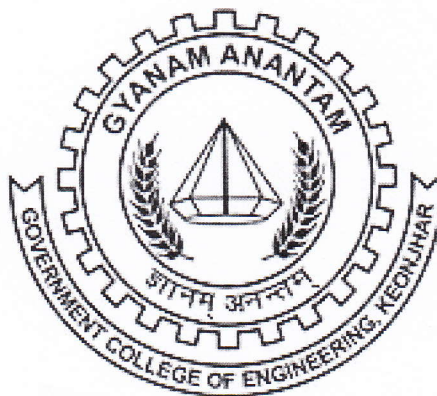


Proceeding  
of  
**Board of Governors of**  
**Government College of Engineering, Keonjhar**  
(A Constituent College of BPUT, Odisha)



**Date: Friday, 5<sup>th</sup> April, 2019**  
**Venue: Seminar Hall, GCE Keonjhar**

**GOVERNMENT COLLEGE OF ENGINEERING, KEONJHAR**  
**3<sup>rd</sup> Meeting of Board of Governors**

Venue: Seminar Hall, GCE, Keonjhar  
Date & Time: 05.04.2019 at 12.00 Noon

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**Minutes**

The following members of the BOG were present:

1.	Prof. Dhanusdhari Mishra, Chairman, Ex-Professor, IIT(ISM), Dhanbad	Chairman
2.	Dr. Ajay Kumar Nayak, Joint Secretary to Govt., SD&TE Department, Govt. of Odisha (Representative of Commissioner-cum-Secretary, SD&TE Dept. Govt. Of Odisha)	Member
3.	Wing. Commander Kiran Sankar Sahu, M.D. Utkal Minerals Pvt. Ltd., Keonjhar	Member
4.	Dr. Banabehari Mishra, Former Prof. & HOD, D.D. Autonomous College, Keonjhar	Member
5.	Dr. Ramesh Chandra Mohapatra, HOD, Mechanical Engineering, GCE, Keonjhar (nominated member of GCE, Keonjhar)	Member
6.	Prof. Trilochan Sahu, Principal, GCE, Keonjhar, Ex-Officio Member	Member Secretary

The AICTE member could not attend the meeting as AICTE has not yet nominated the name of the AICTE nominee though a letter of request has been sent to RO, AICTE, Kolkata vide letter no. 658 dt. 06.04.2018

**The following invited members were present in the BOG**

1.	Professor (Dr) Ganapati D. Yadav, VC, ICT, Mumbai	Invited member
2.	Prof (Dr.) Antaryami Mishra, SPA, SPIU	Invited member
3.	Prof. (Dr.) Subhransu Sekhar Dash, Prof. & Head, EE Dept., GCE, Keonjhar	Invited member
4.	Dr. Subhasish Das, director Ardent Steel	Invited member
5.	Mr. N. C. Patel, Asst. Prof. (EE) and TEQIP Coordinator, GCE, Keonjhar	Invited member

**3.1 Welcome address by the Principal and Address by the Chairman, Board of Governors**

At the outset, Principal welcomed Hon'ble Chairman and the members present in the 3<sup>rd</sup> BoG meeting and thanked them for attending the meeting. The Chairman, Board of Governors addressed the members present in the meeting and gave his kind consent to start the meetings as per the agenda.

**3.2 Confirmation of minutes of the 2<sup>nd</sup> meeting of the Board of Governors held on 15.12.2018**

The proceedings of the 2<sup>nd</sup> meeting of the Board of Governors (attached as Annexure-I of the agenda notes) held on 15.12.2018 was circulated among all members, since no comment was received from any member, the proceeding of 2<sup>nd</sup> BOG is confirmed.

**3.3 Action Taken Report on the Minutes of the Meeting**

The Action Taken Report (attached as Annexure-II of the agenda notes) on the decisions/recommendations of 2<sup>nd</sup> meeting of the Board of Governors held on 15.12.2018 is reviewed and recorded.

**3.4 Inclusion of Dr. S.S. Dash, Prof. & Head (EE) as a member of the BOG in place of Mr. Mukesh Bathre, Asst. Prof. (CSE) as Mr. Mukesh Bathre is currently on study leave to pursue Ph. D.**

It is approved to Include Dr. S.S. Dash, Prof. & Head (EE) as a member of the BOG in place of Mr. Mukesh Bathre, Asst. Prof. (CSE) as Mr. Mukesh Bathre is on study leave to pursue the pre-doctoral course work of the Ph. D at V.S.S.U.T, Burla.

**3.5 Approval of Expenditure already incurred after 2<sup>nd</sup> BOG meeting**

Principal appraised the Board about various activities and the expenditures from 2<sup>nd</sup> BOG to till date (attached as Annexure-III of the agenda notes) towards quality improvement in Technical Education in the college and placed the same for approval of BOG. BOG noted the same with the remark that the same could be approved after verification by a finance professional and BOG approved the engagement of a finance professional on outsourcing/temporary



hiring basis for the purpose. Prof. Ganapati D. Yadav, VC, ICT Mumbai put his opinion for engagement of an experienced finance professional for TEQIP to look after the financial activities, procedures and expenditures, various registers related to finance such as Cash Book and Ledgers etc. Dr. A. K. Nayak, Joint secretary, SD&TE Dept., Govt. of Odisha put his opinion to engage a person from retired Auditors' Association with a consolidated remuneration as approved by the Finance Department to look after the finance related issues of the TEQIP cell. The board authorized the Principal to engage a retired auditor as per the Finance Department resolution in this regard.

### **3.5 Action plan of the Quarter – 1 (April 2019 to June 2019)**



Principal apprised to the members of BOG that as sought by NPIU, action plan for various activities of TEQIP-III needs to be uploaded in the portal of NPIU in each quarter of a financial year. As per requirement of NPIU, the action plan from April 2019 to June 2019 (attached as Annexure IV in the agenda notes) has already been uploaded. BOG members went through the action plan and approved it.

### **3.6 Approval of minor modification in Procurement Plan approved in 2<sup>nd</sup> BOG meeting under TEQIP-III**

Procurement of a desktop instead of laptop for the Start-up Cell was approved, procurement and installation of four 1.5 tons ACs in TEQIP and Start-up Cells was approved and accordingly necessary modifications in the existing procurement plan was approved by the BOG. As such the procurement plan is modified as attached in Annexure-V. Further, the BOG approved the procurement of ACs for rooms of all the faculties from the college fund ensuring optimum utilization of ACs.

### **3.7 Approval for providing financial assistance to faculties for publication of research articles in open access journals**

The BOG advised to prepare a list of good quality and reputed open access journals and put-up the same in the next BOG for approval to provide financial assistance to faculties for publication of research articles in these journals.

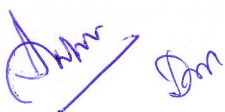
### **3.8 Approval for Employability Skill Training Classes already conducted from 14.03.2019**

The principal informed to the BOG that in the purchase committee meeting held on 19.09.2018, it was decided to place the order to the "Ethnus Consultancy Services Pvt. Ltd, Bengaluru" which has quoted the lowest price for imparting Employability Skill Training Classes to final year students. But, as the final year students will be passed out from this institution very soon, therefore, it is not possible to conduct Employability Skill Training Classes for them. Hence, based on the same proceedings of the purchase committee meeting as stated above, order has been placed and contract has been signed with the "Ethnus Consultancy Services Pvt. Ltd, Bengaluru" to impart the employability training to third year students. The classes have already been started from 14.03.2019.

The BOG after going through the information provided by the principal approved the conduction of the Employability Skill Training Classes for 3<sup>rd</sup> year students by the "Ethnus Consultancy Services Pvt. Ltd, Bengaluru" from 14.03.2019 based on the earlier proceedings of the purchase committee meeting which was held on 19.09.2018. Further, Dr. A. K. Nayak, Joint Secretary, SD&TE Dept., Govt. of Odisha suggested to form a committee for examining the execution and effectiveness of Employability Skills and Training Classes. He also expressed the concerns over the trend of declining performance of students in Quantitative Aptitude and Reasoning as the students move from 1<sup>st</sup> year to final year and as such he suggested to put more emphasis on Quantitative Aptitude and Reasoning during the Employability Skills and Training Classes. Monthly test should be conducted by the college for all types of coaching including GATE coaching to test the improvement of the students and required course correction. The coaching agencies must brief all the faculty members on what they are going to teach the students. Bio-metric attendance is to be taken for all the coaching classes.

### **3.9 Formation of Institutional Promotion Committee for non-teaching staff**

The principal informed that two non-teaching staff of the institute after their regularization of services since 2013 have not received any promotion and proposed to form an institutional promotion committee to verify their eligibility for promotion and recommendation. The same was approved by the BOG





with a remark that the committee can be constituted by taking senior faculties of the institution.

### **3.10 Any other Points with permission of the Chair**

#### **3.10.1 Modification in purchase committee under TEQIP-III**

Prof. A. Mishra, SPA, SPIU, Odisha and invited member of the BOG briefed the board about the State Steering Committee. He also suggested the modifications in purchase committee of the institution. He opined that since the TEQIP Coordinator (who is the approving authority for the amount within Rs. 5 lakhs) and the Principal (who is the approving authority for the amount above Rs. 5 lakhs) are the approving authorities for all procurements therefore they should not remain as a member of the procurement committee. Prof. Ganapati D. Yadav, VC, ICT and invited member of the BOG extended his support to the opinion of Prof. Mishra. After discussion, the BOG approved the following purchase committee for procurement under TEQIP-III.

1. Prof. S.S. Dash, Head, EE Dept., Chairman
2. All HODs, Members
3. Mr. R. C. Khamari, Nodal Officer (Procurement), Convener

#### **3.10.2 Briefing of twining activity by the Principal**

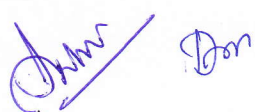
The principal briefed the board about the various twining activities carried out with the mentor institute ICT, Mumbai and the BOG expressed its satisfaction over the same.

#### **3.10.3 Collaborative Research Proposal**

Prof. A. Mishra, SPA, SPIU, Odisha and invited member of the BOG emphasized on the collaborative research scheme with TEQIP mentor institute ICT or NIT/IIT/Central University under TEQIP-III and advised to submit collaborative research proposal by the TEQIP faculties of the institute. The Board agreed on the suggestion of Prof. Mishra.

#### **3.10.4 Following of OGFR for various activities and procurement under TEQIP**

Although TEQIP has its own financial guidelines to carry out various activities and procurement it was opined by Dr. A.K. Nayak, Joint Secretary, SD&TE Dept., Govt. of Odisha that it is always better to follow the OGFR for the same to get rid of any audit objections and adverse audit comments.



### **3.10.5 RFID/Biometric Attendance for faculties and students**

Dr. A.K. Nayak, Joint Secretary, SD&TE Dept., Govt. of Odisha opined to make the RFID/Biometric attendance compulsory for faculties as soon as possible. He also advised to implement the RFID/Biometric Attendance for students from the next academic session. The Board agreed on the opinion given by Dr. Nayak.

### **3.10.6 Summer Internship of Students**

The board discussed about the summer internship of students and during the discussion various board members opined that the summer internship is not effective and there is no outcome as most of the students do not attend the internship regularly and seriously and the students enroll for the internship to just take a certificate. In this regard Mr. N. C. Patel, TEQIP Coordinator expressed his views that most of the industries do not provide experienced persons and also do not give sufficient time for the internship students due to which students lose their interest in attending the internship regularly and seriously and therefore the industries should depute some experienced persons who can devote some times for the internship students to make the summer internship more effective. After discussion, it was decided to engage an internal guide who will be a faculty of the institution to take care of a group of students during the summer internship. The internal guide will liaison with the industries and monitor the progress of the students during the internship. The students will produce weekly internship report instead of monthly report. Further, a committee consisting of three faculty members of the institution may be formed for overall supervision and execution of the proposed method for effective and outcome based summer internship.

### **3.10.7 Rotation of internal Members of the BOG**

There are two faculties of the institution in the BOG who are the internal members of the BOG. It was decided in the board that the tenure of an internal member (faculty) of the board will be two years and the internal member after completion of the tenure will be replaced by rotation according to the seniority in every two years.



### **3.10.9 GATE training classes**

The board emphasized on preparing special guidelines at the institution level for effective GATE training classes to improve the GATE results of the students. If required, the internal faculty members of the institution may be trained to help for effective execution of the GATE training classes. For the GATE training classes for the upcoming final year students either existing vendors may continue or external vendors other than the NPIU empanelled vendors may be selected following the due procedure.

### **3.10.8 In-house Faculty Development Programme/Workshop/STTP/Conference**

Dr. Subhasish Dash, Director, Ardent Steel emphasized on faculty development programme of the faculties. He opined to send the faculties to attend FDP at reputed institutes across the country and also to organise FDP at the institution with eminent experts from the academia and industries. Dr. A.K. Nayak, Joint Secretary, SD&TE Dept., Govt. of Odisha suggested to prepare a faculty development calendar at the institution level for the purpose. Prof A. Mishra, SPA, SPIU said that five days in-house FDP/Workshop/STTP or conference with appropriate duration may be organised at the institution. The Board approved the expenditure of up to Rs. 10 lakhs for organising every such programmes subject to appropriate provision for expenditures.

### **3.10.9 Uploading of Procurement Plan in PMS**

Prof A. Mishra, SPA, SPIU advised to upload the total procurement in PMS as soon as possible.

### **3.10.10 Divert of Department Money**

The board suggested that if any department is not able to spend the money allocated for that department then the money can be diverted to other department which is able to spend the money

### **3.10.11 Installation and functioning of JIO Wi-fi**

The board advised to expedite the ongoing installation of JIO Wi-fi in the college campus and ensure its functioning at the earliest.

### **3.10.12 Procurement of total station equipment**

The principal informed to the board about the technical difficulties faced in Procurement of total station equipment. He informed that the selected vendor Sangita Consultants was given the order to supply GM55 model with double side display. But after placing the order, the vendor expressed its





inability to supply the same saying that GM55 model with double side is not available. The vendor in its E-mail communication said that either it can supply GM 55 model with single side display or it can supply the higher version GM 52 model (2" accuracy, best instrument in GM50 series, prices higher by Rs. 1 lakh than GM 55 model) with dual side control panel with the same price. The board approved the procurement of GM 52 model and recommended the modification in the purchase order accordingly. However, the board remained silent on whether modified purchase order can be placed to the vendor in view of the implementation of model election code of conduct.

**3.10.14 Placement of students and award of medals to the topper students of the various branches by Ardent Steel**

Dr. Subhasish Das, Director, Ardent Steel assured that the company will provide placements to the students of various branches through campus placement every year. He also expressed his interest to award Gold, Silver and Bronze medals to the 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> topper of every branch respectively subject to the condition that the branch should have a minimum strength of 30 students.

**3.10.15 Sitting fees for the BOG members and invited members of the BOG**

The board approved a sitting fees of Rs. 5, 000/- per head for the BOG members and invited members of the BOG after getting the necessary clarification from the SPIU/NPIU.

(Dr. R.C. Mohapatra)

(Wing. Com. Kiran Sankar Sahu)

(Dr. Banabehari Mishra)

(Prof. Trilochan Sahu)

(Dr. Ajay Kumar Nayak)

(Prof. Dhanusdhari Mishra)