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**Proceedings of the 7th Governing Body Meeting of Government Polytechnic, Jajpur,
Ragadi to be held on dt. 1.6.2023 at 12.30 PM**

The 7th Governing Body Meeting of Government Polytechnic, Jajpur was held on dt. 1.6.2023 at 12.30 PM.

At the outset, the Principal welcomed the Chairman of the committee & all member participants and briefed on the purpose of the meeting. After deliberation and detailed discussion of the points of agenda, the following decisions were taken by the Committee members.

Item No.1: Approval of the proceeding of 6th Governing Body Meeting

The proceeding of 6th Governing Body Meeting was circulated to all members vide this office letter no. Letter No.759 (12)/GP,Jajpur Dt._27.5.22 and the proceeding accepted and confirmed by all the committee members.

Item No.2: Decision Held & Action taken of 6th Governing Body Meeting

The Principal appraised the decision held & action taken during the 6th Governing Body to all the committee members.

Item No 3. Admission Status & Extension of Approval (EOA) and affiliation for intake of 2023-24

The Principal appraised the admission Status & Extension of Approval (EOA) and affiliation for intake of 2023-24 to the committee members. The members of the Committee approved the proposal for Extension of Approval and affiliation of institute. The Principal appraised the emphasizing for increase Girls Enrolment in Govt. Polytechnic for their skill development & enhancing employability as a part of women empowerment and also implemented **Sudakshya** Scheme for first time in Polytechnic and members suggested for more steps may be taken to achieve the target mobilization of girls enrolment in Govt ITI/Govt. Polytechnic Institution in Jajpur district.

Item No.4: Academic Matters & Engagement of PTGIs & PTGLAs :

- The Principal & Academic Coordinator assigned to monitor the academic activity regularly to ensure proper conduct of classes in time.
- Engagement of approved 19 nos of Part Time Guest Faculties(PTGF) & 08 nos of Part Time Guest Laboratory Assistant(PTGLA) for current session for Academic purposes approved by committee as per the Government remunerations.
- The watch & ward, Security Services, Data Entry Operator, Sweeper, Lab attendant etc, the required personnel's have been outsourced basing on approval of the DTE&T, Odisha in the different Sections /Department/Hostel(G&L) of this institution approved by members.
- The DTET, Odisha/SDTE department may be requested to fill up the vacant post of the Senior Lecturers (Mining), Lecturers in Mining, Physics & Civil & 02 nos Junior Clerks & creation of new posts of the Lecturers-03nos & Senior Lecturer-01 nos in Metallurgy branch , lecturer in Geology-01no & Lecturer in Mine survey-01no in Mining Branch & 01 post of Lab Assistant in Metallurgy at an early date.

Item No.5: Infrastructure (i.e. Civil & Electrical) Issues

- The Assistant Engineer (R&B), Jajpur Road will take up for the minor repair of civil works & colour of all Buildings.
- The Superintending Engineer(R&B), Panikoili advised to furnish detail estimate for Institution 200 seated Gents Hostel-4(GF), Auditorium furnishing, additional Staff Quarter, Moderation of Playground, additional Dining hall for 2nd Hostel at an early date.

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- The Executive Engineer TPNODL , Jajpur Road advised to give estimate for additional power requirement, Installation another 100 KVA transformer exclusively required for both the hostel/Workshop building immediately with one month .

Item No.6: Approval of Expenditure & Annual budgetary provision

The committee approved the Income & expenditure for the financial year 2021-22 & 2022-23 & proposed budget from the PL (Personal Ledger) development fund for year 2023-24. Further the committee agreed to incurred the expenditure for procurement of essentials equipment, Tools, Furniture & Books, Journals for the Library as per syllabus for academic purposes which will be met from PI development fund.

- Further the committee decided to procure the following Items as per Govt. Norms:

- i. Left out Laboratory & Classroom will be upgraded with MHRD/PH/Govt of Odisha Funds (le **SMART Class with Digital Interactive Boards**).
- ii. Furniture / Cots for Class Rooms & Hostel (under EPM/GEM rate Contract if available).
- iii. **Campus beautification with development of Gardens.**- Landscape/gardening & cleaning of the campus greening& cleaning by engaging one no's of daily labor on Govt. prescribed minimum wages for unskilled labor & procurement of manure, plant & pesticide etc. Expenditure **Rs 2,00,000/-**, is placed for kind perusal of the honorable members.
- iv. Emergency Repair & maintenance of pump, PH & electricity etc.
- v. Installation of **C.C. CAMERA** to the rest portion of Institution & hostel for the safety & security of girl's student & in the class room/examination hall /Labs / computer center for academic monitoring.
- vi. The cost of Installation of lab & equipment will be spent from the PL development funds as non-Recurring Funds are not available.
- vii. Additional requirement for COE and setting up modernized Laboratories.
- viii. AMC of Computer, Xerox machines, CCTV, DG sets, Aqua guards (Water purifiers) and others
- ix. Wi-Fi and Internet & Library Books etc
- x. Installation of ACs for HOD rooms
- xi. Expenditure for NBA & NABL accreditation fees and others.
- xii. Additional manpower requirement for new Hostel, department, Library, Study visit , Awareness programme, AICTE essential requirements
- xiii. Expenditure for Conducting Campus interview, Science Exhibition, Seminars, Project works
- xiv. Consider, examine and initiate projects for development of the institution.
- xv. Supervise and monitor the administrative and academic activities of the institution.
- xvi. Promote internal resource generation by the institute.
- xvii. Co-ordinate with other funding agencies for augmenting financial resources of the institution
- xviii. IRG generation & testing center registration
- xix. Startup & Inubation center initiation
- xx. Passport Expenditure of our final year students Balaram Rout & Bhupati Naik for selected for Dubai tour by the Govt. of Odisha. All Expenditure was borne by Govt except Passport. But as it was decided in high-level meeting the all the expenditure will borne by the Govt hence for passport expenditure will be borne from institution PL development head as both of them were very poor and belongs to this institution.
- xxi. Engagements of four nos. of outsider Lab attendant/attendants exclusively for the department i.e. Civil, Workshop, Mining, Metallurgy department purposes through

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outsourcing agencies/daily wages **subject to approval from DTE&T** and the expenditure will be met out of PL head till grant received from Government

b) Activities undertaken under NUA Odisha

The Principal appraised new scheme of NUA Odisha of state Govt. to improve employability and self-employability with handful of enterprising confidence through production/service activities in own trade/disciplines. The Committee suggested for taking more IRG (Internal Revenue Generation) at institution for individual activities like testing of Civil Materials and also approved the revised rates as per Agenda for soil Test, Aggregate Test, steel Test, Brick test etc based on prevailing rates of Works department and implemented as per guidelines issued by the DTE&T, Odisha.

Item No.7: NBA accreditation, NABL & QCI

- The Vision & Mission of Civil, Electrical, Mining, Metallurgy & Math & Science Departments including PEOs approved by the committee as required for NBA affiliation and the same placed in institution website.
- The members appreciated for achieving NABET Rank No 1 in all Government Polytechnic, and Rank No-2 in the state in Grading of polytechnic conducted by NABET& QCI under SCTE&VT, Odisha .
- The Committee approves for the NABL Accreditation steps are being taken for proposal for each department for at least one laboratory in department and expenditure will be met from PL development funds.

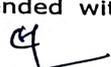
Item No.8: Other activities and planning for Future Development

- The committee agreed to take appropriate steps towards sign the MoU with the reputed trainers like CIPET, CTTC, Tata Steel, VISA Steel. JSL capability Development, Asseler Mittal & Local industries to conduct in house short term courses, internship & industry need based training programme for the students on profit sharing basis for developing the skill of the students for better employment opportunity.
- Implementation of Mo College Abhijan-formation of college level committee, opening of Accounts in bank, Alumni Registration, Alumni association & Implementation ST etc approved by committee.
- The DFO may be requested for approval for 2.5 Acres land.

Item No.9: Centre of Excellence (CoE) of Mechanical. Mining & Electrical department

The Committee approves the CoE has been initiated for IRG generation & provide Skill training for Build a world-class integrated Development infrastructure, Improved faculty competency at Institutions, Centres of Excellence to train students with Industry relevant skills, Improved Research and Development Activities ,Industry partnership, Research & Development activities & Innovation & Entrepreneurship in Add on Manufacturing sector and others. The members agreed to send the proposal to DTET odisha for approval as per the rates of similar tender floated at World Skill Center, Bubaneswar for procurement as it was delayed and pending since long.

As there was no other matter for discussion the meeting ended with thanks to member participants.


**Collector-cum-Chairman,
Government Polytechnic, Jajpur**