

dt. 03.06.2017.

A special meeting of the Governing Body of Karanjia (Auto) College was convened at 10 AM on 03.06.2017 in the Chamber of the Principal with the single agenda of bifurcation of both Teaching and non-teaching personnel of the college into +2 and +3 wing. The following signatures were present:

1. President - S. Debesh Kumar Biswas -
Sub-Creator, Panchajanya
2. S. Kamalakar Nath - H.A. Accounts -
General (Audit) Govt. of India
3. Dr. M. C. N. Mahanta - H.A. Reader -
4. S. P. K. Das - H.A. Govt. Services -
5. Mr. K. C. Mishra - Asst. in Charge - English -
(Staff Representative) -
6. Mr. Abul Kalam - Principal -
7. Mrs. Giribala Mahanta - H.A. Reader -
(V.C. Nominee)
8. S. Karunakar Das - M.A. Tabla -
9. Smt. Basanti Majhi - H.A. Principal -
10. Deputy Director H.E. -
(Director's Nominee)

Agenda of the meeting.

- ① Bifurcation and Submission of proposal for separation of +2 and +3 personnel of the College.

The meeting began with the principal apprising the house about the necessity of bifurcating the personnel of the College into +2 and +3 as per the order of the RDE. In this connection the Memo no. 5172/26.04.2012 and letter no. 2662/31.5.2012 of the Regional Director of Education was read out. Then there was a Threadbare Discussion on the various points of separation and finally keeping the staff strength of the institution and the guidelines of the RDE it was unanimously decided to work out the bifurcation.

In this connection the principal placed the proposal of such bifurcation prepared on the basis of the guidelines prescribed by the RDE. All the members gave their nod to the said proposal and adopted the following resolution—

Resolved that as per the guidelines of the RDE the Teaching and Non-Teaching personnel of Karanjia (Auto) College be bifurcated into +2 and +3 wings as per the following details—

Placement of both the Teaching and Non-Teaching staff to Karanjia Degree (Auto) College.

Teaching Staff —

English — 1. Abul Kalam, Reader (UGC)

2. Kishore Chandra Mishra, Lecturer (State Scale)

Odia — 1. Rajendra Kumar Behara, Lecturer, (State Scale)

Sanskrit — 1. Miro Pat, Lecturer (State Scale)

Economics — 1. Satyananda Das, Lecturer (State Scale)

2. Manoj Kumar Sahoo, " "

- History - 1. Ganga Prasad Mishra, Lecturer (State Scale) - do -
 Logics Phil - 1. Dilip Kumar Ram, Lecturer - do -
 Pol. Sc - 1. Subash Chandra Jena, Lecturer - do -
 Physics - 1. Profulla Kumar Swain, Lecturer - do -
 Chemistry - 1. Satyabrata Sahu, Lecturer BG
 2. Sumarendra Das, Lecturer BG
 Botany - 1. Gokulananda Mahapatra, Lecturer State Scale
 Zoology - 1. Ajay Kumar Das, Lecturer - do -
 Mathematics - 1. Akaran Sahu, Reader (UG) -
 Commerce - 1. Rabi Shankar Sahu, Reader (UG)

Non-Teaching Staff (Ministerial)

1. Braendro Kumar Behra, UD Clerk - State Scale
2. Manendra Kumar Behra, UD Clerk - do -
3. Sridhantha Ku. Ray, Jr. Clerk - do -
4. Bhukant Kumar Behra, Jr. Clerk - do -
5. Kalpana Sarda, Jr. Clerk - do -
6. Durgayanti Patra, Library Assistant - BG

Demonstrators & Lab Attendants:

1. Tanaviraj Mahanta, Demonstrator, Physics State Scale
2. Subendra Ku. Mahapatra, - " (Chemistry) - do -
3. Suresh Ch. Mahanta - " (Bot) BG
4. Padma Ram - " (Zoo) State Scale
5. Dhakeswar Patra - Lab Attendant (Physics) - do -

6. Girdja Bankar Bsc, Lab Attendant, (Physics) B.A. scale.
 7. Upendra Nath Mukhi - " (Chem) - do -
 8. Chandrajyoti Mohanta - " (Bot) - do -

Deployment/Placement of Teaching/non-teaching staff to
Kanyara Junior College,

Teaching Staff:

- English - 1. Dr. Aban Kanta Das, Lecturer (B.A. scale)
 Odia - 1. Sanjay Kumar Munda, Lecturer - do -
 Sanskrit - NIL
 Economics - 1. Chintamani Satpathy, Lecturer - do -
 History - 1. Dr. Nusrat Salim, Lecturer - do -
 Logic & Phil - NIL
 Pol. Science - 1. Haladhar Prusty, Lecturer - do -
 Physics - NIL
 Chemistry - NIL
 Botany - 1. Jogeswar Mohanta, Lecturer - do -
 Zoology - 1. Kanaklata Soren, Lecturer - do -
 Mathematics - NIL
 Commerce - 1. Bhagirathi Prusty, Lecturer, - do -

Non-Teaching Staff1. Ministerial:

1. Nitupama Sahu, Jr. Librarian B6
2. Ranyit Bihari Badnack - Jr. Clerk - B6
3. Uchaitanya Karva - Sweeper. B6

2. Demonstrators & Lab Attendants:

1. U. N. Mohanta, Demonstrator (Physics) State Serv.
2. A. P. Mukherjee. " (Chem) - do -
3. Sudam Ch. Behera, Lab. Attendant (Physics) - do
4. Kailash Ch. Barik. " (Chem) - do
5. P. P. Nayak. " (Bot) B6.

~~Bhagirathi Prusty, Lect-in-Commons~~
~~Abdul Kalam, Junior in Math.~~ being the senior most teacher
 is appointed as Principal of Karajga junior College.

The above proposal of bifurcation was
 unanimously approved by the G.B. and it was decided
 to submit the same proposal to the Regional
 Director of Education for appropriate action.

The meeting then came to a close
 with thanks to the Chair.

~~Chandrasekhar Biswas~~
 President

Abdul Kalam
 31/6/17
 (Abdul Kalam)
 Principal - cum - Secretary
 Karajga (Aut) College,
 Karajga.

①

Meeting of the G.B.

dt:- 01.02.2018

Venue - Chamber of the Principal.

Members Present:

1. President: S. Sarat Kumar Panehit -
Sub-collector, Panchpuri
2. Prof. Rajit Kumar Mishra - RK Mishra 9437320592
(Asst. Reader-in-Pol.Sc.)
3. Prof. Dr. Basanti Majhi -
(Asst. Reader in Botany) 9437056784
Amphic 1.2.18
4. Prof. Sunil Kumar Das -
(Asst. Reader in History) Sanjay Kumar Das 9437364093
2.18
5. S. Sachindran Narayan Das - 9437340966
J. Kumar?
6. Mr. Jitendra Kumar Rani -
(Bank officer) 9437320720
S. Kumar
7. Director's Nominee -
8. V.C. Nominee -
9. Prof. K. C. Mishra -
(Reader-in-English) 9437320703
V. Kumar 1/2/18
10. Prof. Jogendra Nath Chandra -
(Reader-in-Botany) 9434080544
J. M. L. 1.2.18
11. Principal - H. A. Kalam -
11/2/18 9437330622
Abul Kalam
12. U.C. nominee -

The meeting of the G.B. began with the President on chair.

**GOVERNMENT OF ODISHA
HIGHER EDUCATION DEPARTMENT**

NOTIFICATION

Bhubaneswar, Dated the 9th day of November, 2017.

No.HE-FEVI-COMM-0007-2017/ 30520 / In pursuance of the guidelines for Autonomous colleges issued by the University Grants Commission, the State Government have been pleased to constitute the Governing Body of the Karanjia Autonomous College, Karanjia, Dist. Mayurbhanj, Odisha for a period of two years with effect from the date of issue of Notification with the following members.

Sl. No.	Name	Nominated as
(1)	(2)	(3)
✓1.	Sub-Collector, Panchpir	President
✓2.	Prof. Rajit Kumar Mishra, Retired Reader in Political Science	Member
✓3.	Prof. Dr. Basanti Majhi, Retired Reader in Botany	Member
✓4.	Prof. Sunil Kumar Das, Retired Reader in History	Member
✓5.	Sj. Sachindra Narayan Das	Member
6.	Prof. Kishore Chandra Mishra, Reader in English	Member
✓7.	Prof. Jogeswar Mohanta, Lecturer in Botany	Member
✓8.	Mr. Jiten Kumar Ram, Bank Officer	Member
9.	Prof. Gopal Kishore Bhat, Ph. Dept. of Marine Biology, Karnataka University	Member
10.	Director, Higher Education	Member, State Government Nominee
11.	To be nominated <i>D.K. Mohanta Retd. Reader in Geo</i>	Member, North Orissa University Nominee
12.	Principal, Karanjia Autonomous College, Karanjia, Dist. Mayurbhanj	Ex-officio Secretary

By order of the Governor

Done 9/11/2017
Joint Secretary to Government

Memo No. 30531 /HE, dated 9.11.17

Copy forwarded to P.S to Hon'ble Minister, Higher education for kind appraisal of Hon'ble Minister.

Done 9/11/2017
Joint Secretary to Government

(P.T.O)

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G.B. Meeting

Dt. 01.02.2018

At the outset the Principal extended a warm welcome to the members of the Body.

Agenda-1:- The Principal presented the case of Mr. Haladhara Prusty, Lect-in-Pol. Science of this College. He apprised the members that Sri Prusty has been absent from the College since 2009 without any intimation to the authority and suddenly after 9 years he has requested the Principal, in a letter, to allow him to join. The members discussed the problem and the president opined that an unauthorized leave of 9 years cannot be sanctioned by the G.B. All the members were unanimous on the opinion that the matter be referred to the DHE.

Agenda-2:- The Principal placed a list of developmental activities for the approval of the body. In this connection he referred to the previous student Agitation when the students had demanded for the solution of their problems. The then Sub-Collector had also issued an instruction to the Principal to redress the problems of the students. Accordingly the Principal had under taken the following projects –

1. The cycle shed near the garden.
2. Drinking Water facility near the College Canteen.
3. Modernisation of Science Labs.
4. Office front structure.
5. Office room extension.

In this connection the president stated that the Principal should be given a free hand to redress the problem of students. Hence all the projects be approved. All the members agreed to it.

Agenda-3:- As regards contractual teachers Sj. R.K. Mishra, member wanted to know if yard stick and work load had been taken into account while making appointment. All the members also wanted know the same. The Principal was requested to place a workload statement of all the departments in the next meeting of the G.B.

Sj. Mishra wanted know the amount of money spent for them per year. The Principal told the house that most of the funds of the College is exhausted in paying them their remuneration.

The Principal also apprised the house that quite a good amount of the College fund has been directed for the completion of a few UGC projects and also towards Autonomous expenses. 3 years Autonomy grant amounting to Rs. 45 Lakhs is yet to be received by the College. All the members expressed their concern over the matter and requested the Principal to send a team to the UGC (ERO) Kolkata to negotiate for the release of the Autonomy grant.

Members Sj. S.N. Das alluded to the land problem of the College and said that the School and Mass Education be moved to transfer the land to the College. The President said he did not have a clear idea about the land problem. The Principal was requested to produce before the President all records relating to the land problem of the College.

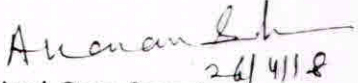
Member Sj. R.K. Mishra wanted a discussion on Academic development of the institution. He stressed that Academic discipline is foremost for a College Sj. S.C. Das, Sj. S.N. Das and Madam B. Majhi agreed with him. All of them reiterated that dropping of classes should be strictly dealt with. The President also requested the Principal to see that all classes are engaged.

In this context member Sj. R.K. Mishra opined that Teachers be refrained from being deputed to the DHE or University for Official Work as this also hampers engagement of classes. All members agreed to it.

As a measure to ensure attendance of employees of the Institution all members unanimously advocated for the introduction of Biometric system of attendance and the Principal was requested to install a Biometric machine by the end of March-2018.

As the President had to leave on an urgent official business, the meeting was concluded. The Principal extended vote of thanks to all the members for sparing their time to attend the meeting.

President G.B.
Karanjia (Auto) College, Karanjia


Principal-Cum-Secretary
Karanjia (Auto) College, Karanjia

Meeting of the G.E

(5)

At 26.04.2018

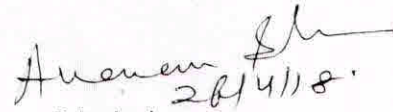
Venue - Chamber of the Principal.

Members Present:

1. President: S. Sarat Kumar Purkait -
Sub-collector, Parashpur.
2. Prof. R. K. Mishra (Asst. Reader in Pol. Sc -
3. Prof. Dr. Balanti Majhi (Asst. Reader in Botany -
4. Prof. S. C. Das. (Asst. Reader in History) -
5. S. Sachindran Narayan Das -
6. Mr. Jiten Kumar Ram (Bank Officer) -
7. Director's Nominee -
8. V.C. Nominee -
9. Prof. K. C. Mishra. (Asst. Reader in English) - K. C. Mishra 26/4/18
10. Prof. Jogeswar Mohanta (Reader in Bot) - Jogeswar Mohanta 26.4.18
11. UGC Nominee -
12. Principal-cum-Secretary - Anurag 26/4/18

KARANJIA (AUTO) COLLEGE, KARANJIA
PROPOSED BUDGET 2018-19

Heads of Income		Heads of Expenditure	
General Dev. Fee	Rs. 26,13,500.00	Salary (10 Month)	Rs.22,10,000.00
Rent	Rs. 4,37,000.00	Laboratory Dev. & Contingency	Rs. 1,90,000.00
Bank Interest	Rs. 40,000.00	TA / DA	Rs. 50,000.00
Others	Rs. 1,98,500.00	Office Contingency	Rs. 2,00,000.00
Previous Balance	Rs. 10,00,000.00	Electricity & Telephone charges	Rs. 3,00,000.00
		Facility Dev.	Rs. 2,00,000.00
		New Construction	Rs. 5,00,000.00
		Repair / Renovation	Rs. 5,00,000.00
		Honorarium to Officers	Rs. 24,000.00
		Court Matters	Rs. 40,000.00
		Principal's contingency	Rs. 20,000.00
		Principal for official Tour	Rs. 50,000.00
		SURPLUS	Rs. 5,000.00
TOTAL	Rs. 42,89,000.00	TOTAL	Rs.42,89,000.00


 Principal
 Karanjia (Auto) College, Karanjia
 Mayurbhanj

First Meeting

4

03

Draft proceedings of the G.B. Meeting held on 26.04.2018

The Principal initiated the proceeding by welcoming all the members of the G.B. He felt it necessary to call for a meeting of the G.B. as he faced various problems after taking over the charges of the Principal on 31.03.2018. After a short session of mutual interaction the proceedings of the G.B. began with the president on chair.

The president told the Principal to go by the Agenda and the Principal began with the problem of contractual appointments.

Agenda-1 & 2- Contractual Appointments and a policy thereof

The Principal stated that he has been facing a great problems regarding engagement of classes as only 28 Lecturers are working at present against the total strength of 48. As many as 20 posts were lying vacant, he said. He wanted at least 3 more contractual teachers- one each in Math, Sanskrit and Commerce. At the same time he alluded to the poor financial condition of the College as most of the resources of the College are exhausted in making payments to Contractual employees which amounts to around 2 lakhs 4 thousands rupees per month.

Member Sri R.K. Mishra wanted to know what will be the fate of those contractual teachers when Govt, will sponsor SSB candidates against those posts. This led to a discussion on the nature of those contractual appointments. Member Sri Jiten Ram wanted to see one appointment letter issued to contractual lecturers. Such a letter was read out and all the members stated that it was defective as there's no mention of break in their Services. Madame Smt. B. Majhi said that they should be retrenched at the end of February and fresh recruitment be made through Paper advertisement in July every year.

The president and all the members agreed to it. But the Principal said that due to extreme shortage of DP staff the College depended a lot on contractual staff specially in the months of March & April. So after a threadbare discussion it was unanimously resolved that the Govt. policy be followed in the appointment of contractual teachers. However keeping the interest of the Institution it was also resolved appoint them up to the end of April and then they must be terminated and fresh appointments be made through paper advertisement in July.

Agenda-3- Financial Position of the College:-

The Principal informed the house about the fast depleting funds of the College. He stated that 12 Lacs rupees in Indoor Stadium, 7 Lacs in UGC Hostel has been invested to complete the Projects and that the said, amounts are yet to be reimbursed by UGC. Also the Institution has not received anything as Autonomy Grant from UGC. It amounts to 45 Lacs in 3 years.

Members after deliberation requested the Principal to depute 2 teachers to the UGC (ERO) Kolkata to negotiate for the release of the said amounts. It was also decided to meet the actual expenses thereof from the college fund.

The principal attracted the attention of the members to the EPF order for deposit of Rs. 9 Lac and that too in such a financial condition. Member Mr. Jiten Ram wanted to know about the EPF deduction from the employees. So principal called for Sri D.K. Mohapatra to explain the situation. However members told the principal to ensure timely deposit of EPF money or else they would demand penalty at a very high rate of interest. It was decided that an employee of the EPF, Keonjhar be requisitioned to streamline and systematize the EPF matter.

Under this agenda the principal told the house that in an Autonomous college the principal should be allowed to hire a car for official work to the DHE and University. In this context member Sri R.K. Mishra proposed that the Principal may be allowed car for five such visits subject to a maximum of Rs. 25000/- as hiring charges per annum. In case the principal needs more such visits he can do so with approval of the president. All the members agreed to the proposal and adopted to the resolution that the Principal will be allowed to travel by car for official work only five times in a year subject to a

maximum hiring charges of Rs. 25000/- per annum and in case more visits are necessary he can do so with prior approval of the president, As regards the Annual Budget members said that the Budget will be discussed in a later meeting.

On the request of the principal the members agreed to create a principal's contingency fund and adopted the resolution that the principal can spend Rs. 20000/- per annum as contingency.

As regards the budget provision for remuneration to official members R.K. Mishra wanted to know the officers and their nature of remuneration. The principal said that for better efficiency he has appointed two administrative bursars and two accounts bursars. But Sri R.K. Mishra said that all over Odisha there is no college where 2 administrative and 2 accounts bursars are appointed. Members also supported his statement. Hence the following resolution was adopted that there shall be only one Administrative and Account bursar in the college and they will be eligible for remuneration to be finalized in a subsequent meeting.

Agenda-4- Matters if any:-

Sj. S.N Das raised the issue of payment of rent to Karanjia Athletic Association for the second hostel. He said that Karanjia Athletic Association is not the legal owner of the said hostel and that there has never been any agreement for payment of rent. Hence the question of payment of rent to Karanjia Athletic Association does not arise, he added. All the members supported him.

Sri S.C. Das and R.K. Mishra raised the issue of academic development. In this context Sj S.N. Das complained that some teachers are willfully skipping their class the principal told the house that such things will not take place during his tenure. If such thing happen then he will resign, he said. Members present appreciated his attitude.

Sri R.K. Mishra categorically stated that some teachers are not coming to college at all and wanted the Principal to ensure their attendance through Bio-Metric system of attendance.

The president also reported that petition regarding absence of teachers and non-engagement of classes have been filed in his office by guardians. He also wanted the introduction of Bio-Metric system.

Members Sri R.K. Mishra, Jiten Ram, Madame B. Majhi and also Sj. S.N. Das told in one voice that it was resolved in the last meeting to install Bio-Metric machine and they expressed grave concern as the said resolution has not been executed. Finally it was resolved that the Bio-Metric machine be installed immediately.

Sj. S.N. Das raised the issue that some staff members of the college are delivering speeches in public meetings and also divulging college secrecy to the press without prior permission of the principal which is not at all desirable. All the members agreed to this and adopted the resolution that if any staff member is found to doing so then disciplinary action should be initiated against him.

As there was nothing more to discuss the meeting came to a class and the Principal extended vote of thanks to all the members for attending the meeting.

Anand 24/4/18
Principal-Cum-Secretary
Karanjia (Auto) College, Karanjia

TO

The Principal Karanjia Auto College, Karanjia.

Sir,

With reference to your letter No-1048 dated 18.05.2018, it is to inform you that the draft proceeding of G.B.Meeting held on 01.02.2018, the facts mentioned in agenda No-2 was neither discussed nor approved in the G.B.Meeting. So you are requested to omit the facts as reflected in agenda -2 of G.B. Meeting dated 01.02.2018. However there should not be any specific time limit to submit our disagreement if any as the draft resolution shall be confirmed in the next G.B. meeting.

Hope this will be taken care of for future reference

[Handwritten signature]
Bongli

(Smt. Basanti Mayli)
R.R. Mohanta
S.C. Das
22/5/18

Copy forwarded to President G.B, for kind information

AB done by
C.B. member.
Akash Behra
5/6/18
Karanjia Auto College
Karanjia

Meeting of the G.B.

DA. - 29.08.2018.

Time - 5 P.M.

Venue - Office of the Principal

Members Present -

- 1.
2. Jitendra Kumar Ravi recom
3. Rajat Kumar Mishra RK Mishra
4. Dilip Kumar Mohanta DKM
5. Sunita Chandra Devi S.D. Ch.
6. Subash Chandra Mishra Subash
7. Jogeswar Mishra JM
8. Kishore Chandra Mishra K.C. Mishra

Governing Body Meeting held on 29.08.2018 in the Chamber of the Principal

Members Present

1. President G.B.
2. Sri Sachindra Narayan Das
3. Sri Rajit Kumar Mishra
4. Sri Sunil Kumar Das
5. Sri Jitendra Kumar Ram
6. Sri Dilip Kumar Mohanta (V.C. Nominee, NOU)
7. Sri Kishore Chandra Mishra (Principal-Cum- Secretary)
8. Sri Jogeswar Mohanta.

At the outset the Principal informed the House that the President could not attend the meeting as he had to move to the Collectorate, Baripada on an urgent work but he had also intimated the Principal to conduct the meeting and discuss on the agenda. Hence Mr. J. Ram, member, proposed the name of Sri Sachindra Narayan Das, the senior most member of the House to preside over the meeting which was seconded by the Principal.

The Principal I/C then apprised the house about the crises that the Institution had been facing after he took over the charge of Principal from Sri A. Sahu on 30.06.2018. Members wanted to know the things in detail. The Principal, then intimated the House that the outgoing Principal A. Sahu had proposed the name of Sri Kishore Chandra Mishra, Reader (SS) in English as the succeeding Principal as he was the senior most Reader among the three senior most Readers of the College- 1. Sri K.C. Mishra, 2. Sri B. Prusty, 3. Sri J. Mohanta. The same proposal was also approved by the President G.B. as Mr. K.C. Mishra was found senior most on the basis of Inter-Se Seniority. (Mr. Mishra was placed to Reader grade in 2013, Mr. Prusty in 2014 and Mr. Mohanta in 2015). The President G.B. then sent the said proposal to the Director, HE for his approval vide his Letter No. 4219, dt.02.07.2018. But the said proposal has not yet been approved by the DHE, Odisha. This situation has arisen as Sri B. Prusty has lodged a complaint that he is senior to Sri K.C. Mishra. In this connection the Principal said, he had met the Director and Dy. Director, HE for early resolve of the matter and that the Director assured him to resolve the matter soon but no progress in this regard has been found.

Then members thoroughly discussed the matter and expressed their concern over the problems that the Institution has been facing at present. The members also examined the proposal of the President, G.B. recommending the name of Sri K.C. Mishra as Principal I/C on the basis of prevailing rules and regulations of Inter-Se Seniority. After careful scrutiny the House unanimously endorsed and approved the proposal of the President sent to the Director, HE for according financial power to Sri K.C. Mishra, Principal I/C. Further the House nominated Sri Rajit Kumar Mishra, member of the G.B., as the leader of a Team of G.B. members to proceed to the Directorate at Bhubaneswar to see that the matter could be resolved soon.

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The Principal then, apprised the House of the problems the Institution has been facing currently due to non- receipt of financial power. The House discussed the matter and after careful and detailed discussion adopted the following Resolutions -

"That the Principal I/C is allowed to spend College funds keeping cash in hand on statutory and unavoidable matters other than monthly remuneration to employee (MP) till financial power is accorded to him by the DHE, Odisha. The expenditure so done be placed in the next G.B. meeting for approval."

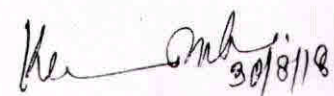
The Principal I/C also placed the representation of the Staff Association on the matter of salary advance to DP staff and remuneration to MP staff. The House discussed the matter and opined unanimously that this matter would be considered after the Team of G.B. members headed by Sri R.K. Mishra comes back and places its report.

The members also urged upon the Principal I/C to take necessary steps for opening of new Subjects like Education and Geology at UG level.


The meeting came to a close with thanks to the Chair.


30/8/18
(Sri S.N. Das)

President G.B. of the Meeting


30/8/18
Principal-Cum-Secretary
Karanjia (Auto) College, Karanjia
Karanjia (Auto) College
Karanjia, Mayurbhanj

Approved.


4/9/18
(Sri S.K. Purphit)
President G.B. - Cum- Sub-Collector, Panchajanya
Karanjia (Auto) College

Meeting Of the Governing Body

Dt: 11.01.2019

Time: 10 A.M

Venue: Chamber of the Principal

Members Present:

1. President
2. Sachindran Nazaryan Das, Member : Sachindran
3. Rajit Kumar Mishra, Member : Rajit Kumar Mishra
4. Dilip Kumar Mohanta, : Dilip Kumar Mohanta
V.C. Naraine :
5. Sanil Chandra Das, Member : Sanil Chandra Das
6. Jogeswar Mohanta, Staff Representative: Jogeswar Mohanta
- ~~7. Rajit Kumar Mishra~~
8. Principal (Kishore Ch. Mishra) : Kishore Ch. Mishra

minutes pasted next page in printed form

Kishore Ch. Mishra

DRAFT MINUTES OF THE G.B. MEETING ON 11.01.2019

As the President G.B. left a message that he had to move to Baripada on urgent official work and had requested the Principal-Cum-Secretary to carry on with the G.B. Meeting, the name of the senior most G.B. member Sri S.N. Das was proposed by the Principal to preside over the meeting. All the members seconded the proposal in one voice.

Agenda-I :- a) At the outset the Principal-Cum-Secretary placed the Annual Budget for 2018-19 amounting to Rs. 58,27,000/- with a surplus of Rs. 3,42,697/- (copy of the Budget attached). After detailed deliberations the Budget was approved with minor modifications as follows.

Heads of Exp:-

- | | |
|--|---|
| 1. Salary to Teaching Staff (4 Months) | :- Rs. 4,76,000/- instead of Rs. 4,92,000/- |
| 3. Office Contingency | :- Rs. 1,80,000/- instead of Rs. 1,50,000/- |
| 4. TA /DA | :- Rs. 1,00,000/- instead of Rs. 50,000/- |
| 18. General Maintenance | :- Rs. 1,00,000/- instead of Rs. 1,50,000/- |

Items 10, 11, 14 were deleted as the amount estimated against these heads were adjusted in the above heads of expenditure.

b) As regards examination remuneration and allowance chart the following changes were made and unanimously approved.

i. For External Board members Car TA was allowed to a maximum of 250 Kms.

ii. The allowance to various office bearers of the Autonomous Exam Cell was approved as per the following rate –

- **Controller of Exam** :- Rs. 3200/- P.M.
- **Deputy Controller** :- Rs. 3000/- P.M.
- **D.E.O.** :- Rs. 400/- P.M.
- **Clerk** :- Rs. 750/- P.M.
- **Peon** :- Rs. 500/- P.M.

This change of rate of Remuneration / Allowance will be effective from 1st January-2019.

iii. Members of the Body felt that the term of the Controller & Dy. Controller of Examinations be specified to maintain fairness in the system. After detailed discussion the House finally agreed upon the proposal that the term of office of the Controller & Dy. Controller be 02 years. After the expiry of the term of the Controller his place should be filled up by the Dy. Controller.

Agenda-II :- Matters if any.

- a) Members Sri D.K. Mohanta proposed for a hike in monthly remuneration of Contractual employees but the Principal-Cum-Secretary stated that without raising the development fee it will not be possible. However a committee was formed with the following members to look into the matter and submit a report to the effect.

Members of the Committee

- i. **Principal**
 - ii. **Finance Bursar**
 - iii. **Sri D.K. Mohanta- V.C Nominee**
 - iv. **Sri R.K. Mishra - Member.**
- b) The Principal-Cum-Secretary informed the house that the contractual employees have appealed for introduction of leave system for them and after a deliberation on the issue


all the members approved the proposal of allowing 07 days permissible leave per year to the contractual employees of the College.


- c) The Principal-Cum-Secretary also informed the house about the petition of students for conducting Sports and Cultural Functions for the session and after a thorough discussion it was proposed that they be allowed to hold only one function by 22nd January (as per Govt. instruction) and that too only for one day and within a financial estimate of Rs. 50,000/- only.
- d) It was also proposed and approved unanimously that Contractual teaching staff be appointed from 1st August every year up to February next year and the same can be extended beyond February scrupulously.
- e) The Principal also tabled a proposal that the recruitment of contractual staff every year should be done away with and he be allowed to renew the existing staff as per requirement as conducting interview, Paper advertisement, etc. are getting expensive and the College can save money. This proposal was unanimously approved.
- f) The Principal also proposed that 02 Security Men & 01 Sweeper be appointed on priority basis for security and cleaning of the campus. That besides 02 sheds for security personnel be constructed near the Front & Back gate.


This proposal was acclaimed and approved by the members. It was also approved that Rs.200/- be levied on each student at the time of admission to meet the extra expenses arising out of this proposal.

- g) The Principal-Cum-Secretary placed the Maternity Leave proposal of Mrs. Geetanjali Birtia, Lecturer-in-English from 01.12.2017 to 07.05.2018. All the member unanimously approved the maternity leave of Mrs. Birtia and requested the Principal-Cum-Secretary to send the proposal to the DHE for approval.
- h) As regards the appeal of Mrs. Satyabhama Khatua, the wife of deceased Sri Dillip Khatua, an employee of this Institution, for rehabilitation as a Peon in the College the G.B. authorized the Principal to take appropriate action in the matter.
- i) It was unanimously resolved to constitute one Academic Advisory committee to advise the Principal in academic matters. The members of the committee proposed for the purpose are
 - i. Sri R.K. Mishra, Member G.B.
 - ii. Sri Sri S.K. Das, Member G.B.
- j) The members acclaimed the step of the CHSE for installation of CCTV Cameras in class room. The House unanimously proposed that sound system should also be installed with CCTV Cameras.

After this the meeting came to an end and the Principal-Cum-Secretary thanked all the members for attending the meeting.


(Sri S.N. Das)
Meeting President


Principal- Cum- Secretary
Karanjia (Auto) College, Karanjia


Sub-Collector, Panchpr Cum
President G.B.
Karanjia (Auto) College, Karanjia