

A G.B. meeting was held in the Principal's Chamber's on 15.04.22 at 11 AM, under the chair of A.B. President of KACK Mr. Biswajit Patra. The following members were present in the meeting. The details of agenda prepared before the meeting. The members present were:-

(1) Biswajit Patra President

(2) Shri. P. Grew, R.D. S.U. member

(3) Dr. Danrajya CDC, K.U. member

(4) Kailash Agrawal C.A. member

(5) Pramod K. Ghosh member

(6) Susanta K. Sankh (Adv.) member

(7) Yashin Mahanta member

(8) Ganga Prasad Prasad - member

In the meeting the following resolution was

Resolutions:-

Agenda no 1: Confirmation of the last proceedings

The RD opined that the hence forth the minutes of the last meeting will be circulated with the agenda. After careful consideration, the President confirmed the minutes of the last meeting held on dated 15.03.22

- 1. Agenda no 2 Approval of resolutions of Finance Committee Meeting No.25 dt. 27.05.2022 and Budget for the session 2022-23.**

Agenda no 3 :Approval of resolutions of Construction Committee Meeting No. 17 dt. 26.05.2022.

Agenda No 4: Approval of resolutions of Purchase Committee Meeting No. 19 dt. 26.05.202.

The president decided to club Agenda 2, 3, 4 as there were inherent anomalies in procedures followed by the respective committees. The RD, HED Dr. Pravati Guru opined that the Details of the committees findings should be given before hand to all the members for appreciation & proper decision. It was observed that the no consultation was held prior to such meetings. The GB felt that the needs of each department may not have been picked up by the committee. Since the New building by OHEPEE & other grants are almost complete & will be handed over shortly, it was decided to ask the respective committees to reassess the needs of each department once again through a proper consultative process. The construction committee was asked to prepare an estimate to complete the incomplete buildings so that request for

help from different forum can be floated. Member Sushanta Tandi Informed that honourable MLA , Khariar Shri Adhiraj Panigrahi has agreed to give a grant for boundary from hostel to canteen. The GB resolved to communicate its sincere thanks to the honourable MLA for the assistance. Since all the members were of the same opinion, it was decided to defer the decision & the President directed Principal cum Secretary to follow proper consultative process to come up with comprehensive proposals before the next meeting for approval.

3. Agenda no 5: Approval of Audit Reports compliance for the session 2019-20 and 2020-21.

The Principal cum secretary presented the audit report for compliance. Since there were only few compliances, it was decided to request member Mr. Kailash Agrawal for guidance for compliance of the audit. The president then requested Shri Agrawal to guide the staffs for proper compliance of income tax laws. Shri Agrawal suggested that a proper training is required & it was decided that all the staff will be trained on Income Tax laws for better compliance. The president than declared the resolution as passed.

4. Agenda no 6: Regarding grievance of Management staff for hike of salary.

The President asked the Principal cum Secretary to come up with a proper workload & finance position to consider it. It was resolved to defer the decision till such presentation.

5. Agenda no 7: Appointment of contractual staff for Education, Philosophy departments, Librarian, DEO for office, Night Watchman and Lady Sweepers.

Agenda no 12: Rationalization of staff as per workload & appointment policy.

Agenda no 12: Rationalisation of staff as per workload & appointment policy.

The President declared to club both agenda no 7 & 12 . The Principal will make a proper assessment of workload for appointment of contractual staff. The Principal was asked to revisit the routine & make proper assessment of staff basing on the workload. It was decided to authorize the President to approve appointment of some staff including non teaching staff which is emergency in nature. The RD stressed that as per recent guideline of the government only guest faculties to be engaged wherever required. It was unanimously resolved that the Principal will submit a workload assessment report

22
vis a vis availability of faculty every quarter to take stock of situation & the President declared it passed.

6. Agenda no 8: Regarding NAAC team visit.

The members wanted to know the present status of preparation for NAAC . The Principal submitted that AQR has been submitted . After discussion, it was decided that NAAC SSR will submitted within 02 month & the Principal was asked to take all steps for compliance of the same without fail.

7. Agenda No. 09: Resignation of Sri Shreekant Joshi

It was decided to accept the resignation of Sri Shreekant Joshi from Governing Body Member. The President directed the Principal cum Secretary to intimate the same to appropriate authorities for replacement. The president than declared the resolution as passed.

8. Agenda no. 10: Appointment of faculties sponsored by Government (SSB).


The secretary placed before the GB the letter no. 19909/HE dt.13.05.2022, letter no. 19921/HE, Dt. 13.05.2022 and letter no. 19936/HE, Dt. 13.05.2022 of the DHE, Odisha informing the college about the placement of 3 nos of SSB lecturer, in Economics, Mr. Gunabanta Sahu, in Zoology Mr. Subhendu Ranjan Nial and in Commerce Mr. Tathagat Rout. Mr. Tathagat Rout has sought time for joining for another 3 months which has been given by the DHE. Due to paucity of time, the President had on dt. 19.06.22 had allowed issuance of Appointment letter & the same were issued as follows.

1. Mr. Gunabanta Sahu, Lect. in Economics
2. Mr. Subhendu Ranjan Nial, Lect. Zoology
3. Mr. Tathagat Rout, Lect. in Commerce

The above appointments of 123 are hereby approved by the G.B. Principal cum Secretary is directed to take appropriate action..

9. Agenda no. 11 : Assignment of Co-curricular activities among staff.

The President informed that the management staffs had made a representation to him being aggrieved by the order of the Principal in allotting responsibilities for extra curricular activities vide his letter no Order No. 878/KACK/2022, Dt. 03.06.2022 of the college. The president had stayed the execution of the said order & asked the Principal



to put it before the GB & accordingly the Principal of the day on 16th June vide order no 891 had kept the said order in abeyance. The Principal Shri Gangadhar Panigrahi however in blatant violation had ordered to execute his earlier order & asked the staffs to join their respective duties with immediate effect vide his order no 892 dated 892 . The GB took serious note of such violation & insubordination & directed him to revoke the order forthwith. The president pointed out that there were gross violations in the order as some lecturers were given 8 & 6 responsibilities. The seniority of management staffs were compromised even though when an interim order of the honourable high court is in force. It was also observed that remunerative posts were cornered by few & no rotational policy was followed. The science faculties were given major responsibilities like controller of examination as a result such faculties are not taking all their classes causing hardship to students. It was also proposed to introduce 3 year fixed tenure for such posts as it was observed that the assignment is changed every time a new principal takes over. With these observations, the GB requested the President to look in the matter.

10. Agenda no 13: Construction of cabin to enhance income of the college.

The RD opined that since the college is an aided college, income generating activities may be avoided. Shri Pramod Agrawal informed that the MLA , Khariar Shri Adhiraj Panigrahi is interested to support construction of a gallery cum cabin in the manner it has been done in Raja AT High school, Khariar & has assured to fund the same. It was decided to hire an architect to design the same aesthetically as the same will be located in the front of the college, the cost of which will be borne by the college. It was also decided to approach MLA, Khariar, Shri Adhiraj Panigrahi for support for construction of Gallery cum cabin & the President was requested to take up the matter with the honourable MLA.

11. Agenda no 14: E-payment of fees & processes.

As a progressive measure & keeping in tune with the E- payment regime , it was decided to introduce E payment of fees in the college. The payment of fees through QR code of bank & opening a payment gateway in the website of the college was discussed. It was unanimously decided to start E-payment through dedicated QR code for one stream as a pilot & assess the process. The Principal was directed to open an exclusive account in

the State Bank of India, Khariar & issue a QR code of the account for the purpose. The Principal was directed to assess the budget for making it operational through payment gateway system in next meeting for consideration of the GB.

12. Agenda no 15: Library -- hours, automation, budget etc.

The President asked the Principal to present a detailed report on library automation, including expenditure on it for review by the GB in the next meeting as it is an important aspect for NAAC. It was decided to enhance the library time from 8.00Am to 6.00 PM. Since the recruitment of librarian as a guest faculty has been accepted in principle in agenda no 7, it was felt that both the librarians could be asked to work in shifts to make it operational. It was agreed to engage one attendant initially as the reading room attendant will also work in shift. When all the members agreed, the President declared the resolution as passed.

13. Agenda no 16: Administrative & financial discipline.

The President opined that there is a need to have administrative & financial discipline as he has been receiving numerous complaints. The RD suggested that the financial powers of the Principal will be limited to Rs 15000 per bill subject to a maximum of Rs 1 lakh in the financial year as in government colleges which was unanimously accepted.

The CDC suggested that the remuneration of faculties managing different responsibilities seems higher than prevalent in other institutions & volunteered to share the remuneration prevalent in Kalahandi university. It was unanimously decided to rationalize the remuneration on that basis.

The president presented a sample case of illegal drawing of Rs 25000 (twenty five thousand) by the then Controller of examinations Shri H.K. Mishra. It was clear from the file noting that the then Principal Shri H.K. Panda had disallowed Rs 25000 citing various anomalies in the bills presented for reimbursement by Shri H.K. Mishra on dated 05.06.2020. However, the same has been illegally drawn by him on dated 21.10.20 . The file noting revealed that Principal Smt Anupama Padhi on the recommendation of the then account bursar Shri GD Panigrahi had allowed the same on 21.08.20 by citing them as "pending balance" . After discussion, it was resolved to recover Rs Twenty five thousand illegally drawn on 21.10.20 from Shri H.K. Mishra immediately. It was further



resolved to initiate proceedings as per rules against 1. Shri H.K. Mishra (controller of examination) 2. Shri Gangadhar Panigrahi (Account bursar) & Smt. Anupama Padhi (Principal) for the illegality & causing financial loss to the college. The Principal was directed to issue notice as per the procedure for refund of money forthwith.

The G.B. proposed to examine the few cases of expenditure in purchase & construction work in the last three years. It was decided to constitute a committee headed by Mr Yashin Md to look after constructions & Mr Kailash Agrawal to look after Purchases. Both of them will be assisted by other members & they were requested to critically examine work & processes & suggest remedial measures, if any. Whenever the said members will seek information for any such inquiry, the Principal will make available relevant papers for such inquiry within 7 days.

All data to be in electronic form so that review & mid way corrections will be easier. The Principal was requested to direct the HoD, Computer science to prepare a road map for the same. The President also stressed the need for introduction of Tally software for accounting

The Principal will review the progress of courses covered / classes taken of each department every month. Academic council meetings findings shall be presented by the Principal in the GB. It was decided to adopt zero tolerance to disruption of academic activities in the college. The GB took serious note of skipping of classes by some faculties. It was decided that to fix responsibility also on the HoD in addition to such faculty for missing classes.

All communication of the college will emanate from Principal.

When all the members agreed, the President declared the resolution as passed.

14. Agenda No. 17 : Training of faculties on smart classes.

The agenda was approved. The President directed the Principal to prepare a plan of action & budget estimate to execute the same at the earliest & declared the resolution as passed.

15. Agenda No. 18 : Opening of new subject.

The Principal requested Dr P.L. Burma to make a presentation as regards opening of new subjects in the college. After discussion, it was decided to open the following courses.

PG : Sociology, Home Science, Education, MSc in Home Science , P.G. in History, Botany, Zoology, & U.G. Home Science in Arts ,

Handwritten signature

126

Under Graduate : BSC, Agriculture course for which affiliation has to be obtained from OUAT


Diploma in Retail Management & Diploma in Yoga.

When all the members agreed to the same, the President declared the resolution as passed.

16. Agenda No. 19 : Ratification of proposal for construction of town hall in college premises.

The President informed that WODC had shown intrest to construct a town hall in College premises. Due to administrative exigencies, a meeting by circular had approved providing land for the same. The same is now unanimously approved. It was also stressed by the GB that all developmental activity in the college with the support of Government agencies will be supported by the GB.

When no other matter was raised, the President thanked the members for sparing their valuable time to attend the meeting & declared the meeting as closed.


**President
Governing Body
Khariar College**


**PRINCIPAL
KHARIAR (AUTONOMOUS) COLLEGE
KHARIAR, DIST- NUAPADA**