

R.C.M SCIENCE COLLEGE, KHALLIKOTE

Resolutions of the Governing Body meeting held on 22/12/2021 at 10.30 A.M.
Venue- Office of the Principal

Members Present:

1. Smt. V. Sugnana Kumari Deo, Governing Body
2. Dr. B. Saketh Rama Rao (Land Donor)
3. Sri Shyam Sundar Padhi (Principal)
4. Dr. Bimal Prasad Sahu (Teaching Staff Representative)
5. Sri Santosh Kumar Bisoyi (Non-Teaching Staff Representative)
6. Smt Kumudini Behera
7. Smt Rachita Mahapatra
8. Sri Labanya Kumar Rauta(Parents of the enrolled students)
9. Smt Ritanjali Patnaik(Parents of the enrolled students)

President *Deo Sugnana Kumari*
Member *Saketh Rama Rao*
Ex-Officio Secretary *Shyam Sundar Padhi*
Member *Sahu*
Member *Santosh Kumar Bisoyi*
Member(Women) - *Kumudini Behera*
Member(Women) - *Rachita Mahapatra*
Member *Labanya Kumar Rauta*
Member(Women) *Ritanjali Patnaik*

The meeting of the Governing Body was held at 10.30 A.M on 22/12/2021 in the Office of the Principal with Prof. Dr. Saketh Rama Rao on chair. The Principal-cum-Secretary Governing Body read the Proceedings of the last Governing Body meeting held on 15/12/2020 on Google Meet. The execution of the resolutions passed on 15/12/2020 were reviewed and confirmed.

Agenda-1:

Approval of Fee structure of Degree Courses for the session 2021-22.

Resolution – 1:

The Fee structure of +3 Arts, Science and Commerce (Regular Mode) for the academic session 2021-22 was approved without any change to the fee structure of previous year.

Agenda-2:

Approval of Admission Fee of M.Sc in Chemistry & M.A in Odia (Both the courses on Self Financing Mode) for the session 2021-22.

Resolution – 2:

The Admission Fee of M.Sc. in Chemistry & M.A in Odia (Self Financing Mode) for the academic session 2021-22 was approved without any change to the admission fee of previous year.

Agenda-3:

Approval of Fee structure of Self Financing Courses at UG level in English (Hons.), Education (Hons.) & Computer Science (Hons.) for the session 2021-22.

Resolution – 3:

The Fee structure of Self Financing Courses at UG level in English (Hons.), Education (Hons.) & Computer Science (Hons.) for the academic session 2021-22 was approved without any change to the fee structure of previous year.

Agenda-4:

Approval of Fee structure of IT (Self Financing Course) for the session 2021-22 at Higher Secondary level.

Resolution – 4:

The Fee structure of (Self Financing Course) for the session 2021-22 at Higher Secondary level was approved without any change to the fee structure of previous year.

Agenda-5:

Approval of fee structure of Higher Secondary (Arts/Science/Commerce) streams for the session 2021-22.

Resolution – 5:

The Fee structure of Higher Secondary (Arts/Science/Commerce) streams for the session 2021-22 was approved without any change to the fee structure of previous year.

Agenda-6:

Review and approval of Annual Budget of the college for 2021-22.

Resolution – 6:

The Annual Budget of both Higher Secondary School and Degree Wing was approved after making necessary changes.

Agenda-7:

Recruitment of Guest Faculty, Laboratory Assistant & Jr. Clerk-cum-DEO on ad-hoc and contractual basis against the GIA vacancies in the:

- (i) Department of Chemistry: on transfer of Dr. Anita Kumari Panda.
- (ii) Department of Odia: on retirement from service of Dr. P.Ch. Panigrahi.
- (iii) Department of Political Science: on the sad demise of Sri Chittaranjan Patra.
- (iv) Department of Chemistry: on retirement of Sri P.K.Acharya, Laboratory Assistant.
- (v) Department of Physics: on retirement of Sri R.K. Mishra, Laboratory Assistant
- (vi) Office: on the retirement of Sri Santosh Kumar Mahapatra, Jr. Clerk.

Resolution – 7:

The Principal was advised to make correspondence with the Government in the Department of Higher Education for posting of teaching staff and Clerk on transfer at an early date. However, the members of Faculty, Laboratory Assistant & Junior Clerk-cum-DEO selected by the Interview Board may be engaged temporarily on contractual basis against the vacancy of GIA posts till 31st March 2022 or posting of staff by the Government whichever is earlier. The consolidated remuneration of Guest Faculty was fixed at Rs. 10000/- per month, the Laboratory Assistant @ Rs. 7000/- per month & the Junior Clerk @ Rs. 7000/- per month.

Agenda-8:

Approval of Composition of IQAC for the session 2020-22.

Resolution – 8:

The proposal submitted by the Principal pertaining to the formation of IQAC for the period from June 2020 to May 2022 in accordance with the NAAC guidelines was approved.

Agenda-9:

Approval of Academic & Administrative Calendar prepared by IQAC for the session 2021-22.

Resolution – 9:

The Academic & Administrative Calendar of the Degree College prepared by IQAC for the session 2021-22 was approved with necessary advises.

Agenda-10:

Approval of Annual Action Plan prepared by IQAC for the session 2021-22.

Resolution – 10:

The Annual Action Plan prepared by IQAC for the session 2021-22 was approved with necessary advises

Agenda-11:

Review and Approval of Audit Compliance Report for the period from 01/04/2019 to 31/03/2020.

Resolution – 11:

The Audit Compliance Report prepared by the Account Section from 01/04/2019 to 31/03/2020 was approved after review of the Audit report and giving necessary advises to the account section.

Agenda-12:

Review of Programme Outcome of the HEI.

Resolution – 12:

The Programme outcome of HEI was perused by the members of the Governing Body and expressed their appreciation on the performance of the students in the university examinations.

Agenda-13:

Revival of existing Add-on-Course.

Resolution – 13:

The Principal was advised for revival of the existing Add-on-Course from the coming academic session 2022-23 onwards without fail reflecting in SAMS Portal.

Agenda-14:

Review of students and teachers feedback on the syllabus and its transactions at the institution level.

Resolution – 14:

Reviewed.

Agenda-15:

Review of Feedback Analysis Report of Stakeholders.

Resolution – 15:

The Feedback Analysis report of Stakeholders was reviewed with necessary suggestions.

Agenda-16:

Review of Annual Infrastructure Maintenance out of college fund and out of RUSA Grant.

Resolution – 16:

The amount spent as on 30/11/2021 towards maintenance of infrastructure out of college fund and RUSA Grant was reviewed and approved. Further, the Governing Body advised the Principal to obtain administrative approval from appropriate authority for utilisation of Rs.3,22,239/- (Rupees Three Lakh Twenty Two Thousand Two Hundred Thirty Nine) only deposited in SBI, Khallikote (SNA) at an early date so as to utilise the same by 31st March 2022. The utilisation must be need based.

Agenda-17:

Review and Approval of Internal Quality Assurance Report 2020-21 for onward transmission to NAAC before 31st January 2022.

Resolution – 17:

The Internal Quality Assurance Report 2020-21 was reviewed and approved with the instructions to submit the same to NAAC before 31st January 2022.

Agenda-18:

Enhancement of Salary of Management employees.

Resolution – 18:

The Principal was advised to submit this proposal in the next financial year making necessary budgetary provision for enhancement of salary of Management employees for implementation of the same from the new academic session.

Agenda-19:

Enhancement of Salary of DEOs.

Resolution – 19:

The consolidated remuneration of two DEOs was enhanced w.e.f June 2022.

1. Sri Akshaya Kumar Dash. (Date of Joining – 10th May 2010) from Rs. 10,000/- to Rs. 11,500/- enhancing @ Rs. 1500/- per month w.e.f June 2022.
2. Sri Prabina Kumar Behera (Date of Joining – 21st September 2018). from Rs. 10,000/- to Rs. 10,500/- enhancing @ Rs. 500/- per month w.e.f June 2022.

The consolidated remuneration of DEOs shall be met out of SAMS fund.

Agenda-20:

Collaborative quality initiatives with other institution(s).

Resolution – 20:

Resolved that for Quality initiatives the Principal was authorised to invite faculty at U.G. Level from other colleges to teach on any of the topics under Quality Initiative Exchange Programme the actual T.A (Bus Fair) & D.A as per Government rate with a remuneration of Rs.500/- per class be paid. This may be made applicable from the academic session 2022-23. A sum of Rs. 30,000/- (Rupees Thirty Thousand) only was allocated for the purpose out of the budgetary provision under the head Student Support Programme.

Agenda-21:

Sanction of E.L of the G.I.A staff holding substantive post.

- a) Sri Kameswar Sahu, Laboratory Assistant.
- b) Smt. Sandhyarani Tripathy, Lecturer in Odia.
- c) Smt. Saraswati Tripathy, Lecturer in English.
- d) Smt. Ranjita Barik, Lecturer in English.

Resolution – 21:

- (i) The E.L from 01.09.2021 to 17.09.2021 (Seventeen days) availed by Smt. Saraswati Tripathy, Lecturer in English on Medical ground has been sanctioned debiting the EL account from 01.09.2021 to 09.09.2021 (Nine days) and Half pay leave of Eight days commuting to full pay debiting sixteen days of her half pay leave account.
- (ii) The E.L from 17.09.2021 to 23.09.2021 (Seven days) availed by Smt. Ranjita Barik, Lecturer in English has been sanctioned.
- (iii) The E.L from 01.11.2021 to 15.11.2021 (Fifteen days) availed by Smt. Sandhyarani Tripathy, Lecturer in Odia has been sanctioned.
- (iv) The E.L from 13.11.2021 to 23.11.2021 (Eleven days) availed by Sri Kameswar Sahu, Demonstrator in Chemistry has been sanctioned.

Agenda-22:

Representation of Dr. Sunil Kumar Senapati, Lecturer in Botany for partition of room for Research Work.

Resolution – 22:

The Governing Body was pleased to sanction Rs. 1,00,000 (Rupees One Lakh) only for partition of the earmarked room for conducting research Work. This amount will be met out of infrastructure maintenance fund.

Agenda-23:

Representation of P.G. Department of Odia & P.G Department of Chemistry for conduct of National Seminar.

Resolution – 23:

The Governing Body was pleased to sanction Rs. 75,000/- (Rupees Seventy Five Thousand) only each in favour of P.G Department of Chemistry & P.G Department of Odia for conducting One Day National Seminar on 18th March 2022 & 20th March 2022 respectively (Both are Holidays) provided the CORONA Pandemic Situation in Odisha and the Government instructions to that effect during the aforementioned period is not at grim. On failing to conduct in physical mode they are allowed to conduct on Virtual Mode. The amount of sanction will be reduced to Rs. 30000/- per each department if the national seminar will be conducted on virtual mode. This amount will be utilised towards the printing of proceedings cost and miscellaneous expenditure for conducting the national seminar on virtual mode. Both the HODs were advised to give a detail budget to the President Governing Body for conducting the National Seminar on Physical Mode/Virtual Mode before applying for advance. Both the departments should take steps to publish the proceedings of the National Seminar in book form containing at least 150 to 200 pages with ISBN number after the articles are peer reviewed. The articles received by the P.G Department of Chemistry for presentation in the seminar and publication in the proceedings should come across through plagiarism test. Further, all UG & PG departments of the college were advised to apply UGC/NAAC/ICSSR etc. for tapping funds to conduct seminars. A copy of the resolution no.23 may be communicated to the Head of the Department of Chemistry & Head of the Department of Odia for necessary action.

Agenda-24:

Review of the by-Law of the Alumni Association of R.C.M Science College, Khallikote and permission for registration of the Alumni Association.

Resolution – 24:

The Governing Body after review of the by-law of the Alumni Association of the HEI approved and allowed the Principal-cum-Ex-Officio President of the Alumni Association for registration of the same.

Agenda-25:

Handing over of the office of the Principal-in-Charge of the college to Dr Bimal Prasad Sahu, Reader in Chemistry (UGC Scale), the senior most members of teaching staff of the college on the retirement of Sri Shyam Sundar Padhi present Principal-in-Charge on the afternoon of 31/12/2021.

Resolution – 25:

On account of the retirement from service on attaining the age of superannuation on 31/12/2021 Sri Shyam Sundar Padhi the present Principal-in-Charge of the college was advised to handover the detail charge of the Office of the Principal on the afternoon of 31/12/2021 to Dr Bimal Prasad Sahu, Reader in Chemistry (UGC Scale) senior most members of teaching staff of the

college. Dr. Sahu will continue till the regular order from Government in the Department of Higher Education is received.

Other matters, if any.

Resolution – 26:

The Governing Body was astounded to note that the PH Section at Khallikote has unauthorisedly laid pipe lines on the land of Royal family of Khallikote donated to the R.C.M Science College, Khallikote for construction of College Stadium for enrichment of physical education of the College students. The principal was authorised to write a letter to appropriate authorities for removal of the same immediately under intimation to him. Further, the principal was advised to extend the compound wall 40(forty) feet towards East of the stadium departmentally and report compliance to the President, Governing Body.

Resolution – 27:

The COVID-19 pandemic situation along with lockdown of HEIs was a major impediment in the Academic atmosphere of the College. Hence to restore scholastic environment in the College teaching and non-teaching staff should stay in the College from 9:45/10:00am to 4.45/5.00pm without break. They should not leave the College campus either of the two (Degree or Higher Secondary Wing) during the aforementioned time without any valid reason and prior permission of the Principal. Late comers and those who remain absent during college hours without permission of the Principal will be seriously viewed. Further, the principal was advised to maintain a separate register for the late comers.

Resolution – 28:

The Officer-in-Charge, World Bank submitted to the GB that an amount of Rs. 5,63,00,000/- has been sanctioned by Government for Civil Work under OHEPEE (World Bank Assisted Project) out of the above sanctioned amount Rs. 2,50,31,500/- was deposited with R & B Division-II, Berhampur for construction of Academic Building, Reading Room, Girls Hostel, Canteen, Cycle Stand out of that Rs. 81,93,701/- was utilised by the department and the work is under progress. The Principal was advised to complete the work in time and submit UC to Government.

Resolution – 29:

Further, the Officer-in-Charge, World Bank submitted to the GB that an amount of Rs. 44,25,000/- was received for Non-Civil work under OHEPEE in out of that Rs. 37,50,774/- has been utilised and Rs. 6,74,226/- is balance in the SB Account (OHEPEE). The Principal was advised to utilise the amount in time and submit UC to Government.

Resolution – 30:

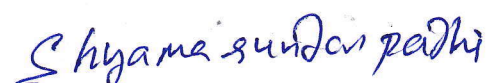
The Governing Body expressed thanks to Sri Shyam Sundar Padhi for his services rendered for the development of this college during his tenure of assumption of the Office of Principal-in-Charge. The GB also wishes that may Sri Padhi lead a happy and healthy post retirement life.

The meeting was concluded with vote of thanks to the chair and members of the Governing Body.


Smt. V. Sugnana Kumari Deo

President,
Governing Body
(Governing Body)

Rama Chandra Mardaraj Science College



Principal-cum-Secretary
R.C.M. Sc. College
Khallikote Ganjam