


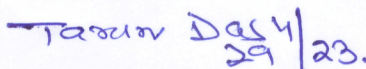
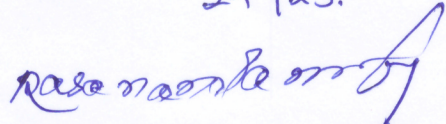
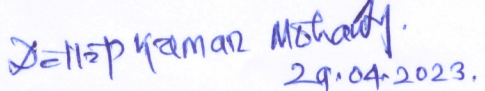
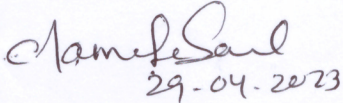
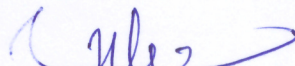
VYASANAGAR AUTONOMOUS COLLEGE, JAJPUR ROAD, JAJPUR

GOVERNING BODY MEETING

DATED : 29.04.2023

A meeting of the Governing Body of Vyasanagar Autonomous College, Jajpur Road was held in the Principal's Office at 3.30 PM on 29.04.2023 under the Chairmanship of **Sri Pradeep Kumar Biswal**, President G. B. and the following members remained present and participated in the deliberations.

Members Present :

1. **Sri Pradeep Kumar Biswal, (President)** 
2. **Sri Tarun Kumar Das (Member)** 
3. **Sri Rasananda Mohanty (Member)** 
4. **Sri Dillip Kumar Mohanty (Member)** 
5. **Smt. Mamata Samal, (Member)** 
6. **Sri Upendra Kumar Swain (Principal-cum-Secretary, Ex-Officio)** 

All the resolutions taken by the Governing Body in its previous meeting on dated 11.03.2023 were read out and confirmed unanimously.

1. The action taken reports of the resolutions of G B meeting on 11.03.2023 were discussed thread bare and approved.



2. The Governing Body expressed serious displeasure over inordinate delay in approval and issue of the proceedings of the meeting of the Governing Body held on 11.03.2023. It was unanimously decided that the proceedings of the meeting of the Governing Body shall be issued under the seal and signature of the President, GB and communicated to all concerned by the Principal within three days after the meeting.

(Action:- Principal)

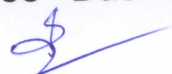
3. A clarification shall be sought from the Department of Higher Education, Govt. of Odisha regarding the stoppage of recovery/deduction/refund of the management salary already paid to the employees by the college management from the payment of Block Grant/ GIA salary component including arrears by the Government after sanction and release of Block Grant/ GIA in favour of those employees and receipt of the same from the government.

(Action:- Principal and Accounts Bursar)

4. It was mentioned that a demand of fine of Rs. 27, 07,201/-(Twenty Seven Lakh Seven Thousand Two Hundred One only) has been made by the Income Tax Department towards outstanding dues against college. Out of this fine amount already Rs 9, 77,432/- (Nine Lakh Seventy Seven Thousand Four Hundred Thirty Two only) has been reconciled and dropped. The balance amount may be reconciled with the Income Tax Department and dropped. The same should be done on priority basis within seven days (07) in consultation with a Tax Consultant and compliance reported to the President, GB.

(Action:- Principal, Accounts Bursar and Prof. in Charge of Income Tax)

5. About of the matter of audit recovery from Dr (Mrs) Diptimayee Das, Reader in Odia and Ex-Superintendent, West Ladies Hostel and Dr (Mrs) Pramodini Chakra, Ex- Superintendent, East Ladies Hostel, the President GB wanted to see and verify the files and records relating to audit objections against Dr (Mrs) Diptimayee Das and Dr (Mrs)



Pramodini Chakra, and files relating to half margins by Audit. The Audit has issued requisition vide memo no. 01 for production of records. The Principal made a compliance on the body of the requisition letter – **“produced and verified by the Audit Officer”**. However, the relevant records could not be produced before the President, G B on 29.04.2023. The GB viewed it seriously.

6. On verification of the P G Cash Books the Opening Balance as on 29.04.2023 has not been mentioned whereas the expenditure has been shown but not signed and not closed. So it is observed that Cash Books are maintained in a very irregular manner. This is a serious lapse detected by the GB on 29.04.2023. The persons concerned shall be taken to task for such serious lapses. The Principal is directed to take necessary disciplinary action against persons responsible for such serious lapses within 07 (seven) days and compliance reported to the President, G B.

(Action:- Principal)

7. It was verified that 270 files are pending at the level of the Principal in e-office since December, 2022. The GB viewed it very seriously. It proves the inefficiency and ineffectiveness on the part of the Principal to manage his office. He is directed to clear all the pending files within a week and submit a compliance to the President, G B in e-office. He was further warned not to entertain any physical files. Hence all files shall be routed through e-office only.

(Action:- Principal and Administrative Bursar).

8. On the first of February, 2023 the President, GB has sent an email in Principal's mail to send a proposal to the Department of Higher Education, Govt. of Odisha for nomination of the successor of Sri Sashibhusan Upadhaya, industrialist, Jindal Stainless Steel Ltd to the GB as a member consequent upon the resignation of Sri Upadhaya from the post. Today it was observed that no such proposal has been sent to the government for approval. It is a serious callousness and shirking of responsibility as Principal. The Principal has miserably failed to



discharge his normal duties. The Principal is directed to send such a proposal to the government by Monday i.e. 01.05.2023 unfailingly.

(Action:- Principal)

9. The Principal and the Coordinator, IDP will personally meet the Executive Engineer, R&B Panikoili Division, Panikoili, Jajpur for handover of the buildings newly constructed under OHEPEE scheme. The Hon'ble MLA, Korai will be requested to finalise a suitable date convenient to him for inauguration of these buildings after handover of these buildings to the college. This should be completed within a week and report compliance to the President, G B.

(Action:-Principal and Coordinator, IDP)

10. Dr Ramesh Chandra Samal, Reader in Commerce and Head of the college Purchase Committee is entrusted with the task off contacting and negotiating with the TPNODL authorities for installation of solar panels on the roof top of the college buildings in the college campus at the earliest following due procedures for the same.

(Action:- Dr Ramesh Chandra Samal, Reader in Commerce and Head of the college Purchase Committee)

11. The expenditure to be incurred for fixing grill in the newly constructed Academic Building from college sources as a safety and security measure is approved.

12. Since departmental proceedings have already been initiated against Dr Ramesh Chandra Samal, Reader in Commerce and Sri Santosh Kumar Rath, Reader in Physics, inquiry shall be made into these cases as per rules and proposal shall be placed before the President, GB by 6th May, 2023 for appointment of inquiry officer.

(Action:- Principal)

13. Action taken on the report of the Sub-committee against the teaching and non-teaching staff of the college shall be placed before the President, GB within 15 days.

(Action:- Principal and Administrative Bursar)



14. A detailed statement of accounts regarding the expenditure already incurred for e-Library, computerisation of Office, etc shall be placed before the president, G B for post facto approval by 08.05.2023.

(Action:- Principal, Accounts Bursar and Head of the College Purchase Committee)

15. Sliders shall be fitted to the windows of the college Library within 15 days.

(Action: Head of the construction Team)

16. All HoDs of the Science stream shall submit their requirements for establishment of new laboratories in the newly constructed Academic Building within 7(seven) days. Tender shall be invited from the bidders through advertisements, at least one Odia newspaper in its all Odisha edition page and one English news daily by 10th May, 2023. The tender process shall be finalised and work/supply order shall be placed to the selected bidder by the end of May 2023.

(Action:- Principal, head of the Purchase Committee and All HoDs of Science stream)

17. Two guest faculties in English and one in Philosophy shall be engaged through advertisement in Newspapers and walk in interview with Rs 300/ per class and subject to the maximum of Rs 5000/ Per month before the beginning of the academic session 2023-2024.

(Action: Principal, Administrative Bursar and Academic Bursar)

18. Expression of Interest shall be invited for opening of BBA, BCA and B. Sc in ITM of 32 seats each in PPP mode from the academic session 2023-2024 through advertisement in all Odisha edition of at least one Odia newspaper by 08.05.2023.

(Action:- Principal and Academic Bursar)

19. A separate flexi accounts for PG shall be opened within 15 days. Collections from students of PG classes through SBI online shall be transferred to this flexi accounts before 15th of every month.

(Action:- Accounts Bursar and Accountant)



20. Departmental proceedings against Sri Hemanta Kumar Rout, Ex-Principal, Sri Keshab Chandra Khuntia, Ex- Accountant for Audit recovery and Dr Pramodini Chakra For recovery of UGC travel Grants shall be drawn within a month unfailingly.

(Action: Principal, Administrative Bursar, Accounts Bursar and Prof. in Charge of UGC matters)

21. Departmental proceedings against Sri Manas Ranjan Nayak, Peon shall be initiated within 15 days.

(Action:- Principal and the Administrative Bursar)

22. A reminder request shall be made to the Superintendent of Police, Jaipur about the FIR lodged against the persons held responsible for audit recovery/embezzlement of College and Govt. funds. The Principal shall personally visit SP, Jaipur by 05.05.2023 for discussion relating to the FIR already lodged. Time and again the Principal has been advised to meet the S P but he is not paying heed to any instructions. This is a clear case of insubordination. The result of the meeting S P and action taken be reported to the President, G B on 06.05.2023 unfailingly.

(Action: Principal)

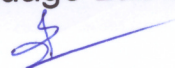
23. Special/digital Library card suitable for functioning of e-library shall be prepared within a month and distributed to the students from the beginning of the next academic session.

(Action:- Prof. in Charge of Library and Librarian)

24. Two new DEOs shall be engaged through advertisement and interview. Double payment to the DEOs presently working in SAMS shall be stopped with effect from 1st April, 2023. The one payment thus stopped shall be paid to the new DEOs to be engaged.

(Action:- Principal, Administrative Bursar and Accounts Bursar)

25. The Language Lab. Of the college shall be repaired and made functional from the next academic Session. Sri Dillip Kumar Rout, Lecturer in English is entrusted with the task of contacting the agency and making the Lab functional immediately. The expenditure to be incurred for repair and renovation of the Language Lab shall be borne by



the college from its own sources. Dr (Mrs) P P Dash, Prof. in Charge of Language Lab will take all steps to make the facilities available to the students after it is made fully functional.

(Action:- Sri D K Rout, Lecturer in English and Dr P P Dash, Prof. in Charge of Lang. Lab.)

26. The Principal will depute two persons to UGC office, New Delhi regarding discussion with UGC authorities and obtaining permission to start the B. Voc course by utilising the grants already received for the said purpose from the coming academic session. Sri Babrubahan Jena, Reader in Political Science and Prof. in Charge of UGC section will head the team. If necessary, Sri Bibekananda Jena, Lecturer in Mathamatics and Sri Dillip Kumar Rout, Lecturer in English may accompany Sri Babrubahan Jena to UGC office, New Delhi with all records and document of VB. Voc grants.

(Action:- Principal)

27. The annual budget for the financial year 2023-24 shall be prepared and placed before the President GB for his approval within 7 days and post facto approval shall be obtained in the next G B meeting.

(Action:- Accounts Bursar)

28. The salary of Sri Santosh Kumar Ratha, Reader in Physics for the period of his suspension shall be released pending inquiry into the departmental proceedings.

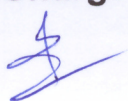
(Action:- Principal and Accounts Bursar)

29. A report on the salary held up of 10 employees for one day for unauthorised absence in the college during working hours as detected by surprising checking shall be prepared and placed before the President, GB along with their explanations for necessary order.

(Action:- Principal and Administrative Bursar)

30. 'Vyasa Lecture Series' shall be published within 15 days and e-copy shall be uploaded in the college website for all.

(Action: - Principal and Prof. in Charge of "Vyasa Lecture Series")



31. Versatile Pvt. Ltd. shall be asked for updating and maintaining the details of demand and payment month wise on regular basis in college e-accounts from the coming academic session. Any extra amount claimed by the vendor, if any, for the additional work shall be decided on negotiation basis.

(Action: - Accounts Bursar)

32. A detail report stating the amounts already paid to the advocates for different cases in the High Court, SET, etc. may be placed before the President, GB for post facto approval of the payments made to the advocates engaged for these purposes.

(Action:- Principal and Accounts Bursar)

33. The HoD, Department of Botany of the college is directed to take all necessary steps to revive and beautify the Botanical Garden of the college before visit of the NAAC Pear team to the college.

(Action:- HoD, Botany)

34. No dues certificates shall be issued to the retired/ transferred employees after clearances mainly from the accounts section, from all other sections and departments concerned by the Principal in case of other employees and by the President, GB in case of Principals.

(Action:- Principal)

35. On verification of records it was observed that the audit party which was deputed by the Department of Higher Education, Odisha for spot verification of the Special Audit Report AR/04/2019 has not recorded verification of the Cash Book of the West Ladies Hostel although tick mark has been made. The Audit party has also not verified the refund of Caution money Register. The DCR of the said hostel has not been checked by audit till handing over of charge i.e., 03. 07.2019. Money receipts could not be produced for check. Mess advance Register could not be made available for verification. No bills and vouchers have been verified by the Audit.




In spite of all these deficiencies the Audit party has settled most of the paras without proper verification of the relevant documents. The Govt. in the Department of Higher Education may be requested to depute another audit team to verify the records to give a concrete report .The Principal will write a letter to the Department of Higher Education on this score.

The Principal was not present in the office on the date of spot visit of the Audit party and he has furnished a clean cheat to Dr (Mrs) Diptimayee Das, Ex- Superintendent, West Ladies Hostel and Dr (Mrs) Pramodini Chakra, Ex- Superintendent, East Ladies Hostel. The Principal is also directed to submit a report to the President as to why he gave a clean cheat to Dr (Mrs) Diptimayee Das, Reader in Odia and Ex-Superintendent, West Ladies Hostel and Dr (Mrs) Pramodini Chakra, Ex-Superintendent, East Ladies Hostel when he was not present in the college on the day of visit of the audit team for spot verification. The action of the Principal in this matter appears unjustified. Till finalisation of the matter recovery will continue as decided earlier.

(Action:- Principal)

The meeting ended with thanks to the Chair and all other members.

Date:- 29.04.2023.


President, GB
V N Auto. College, Jajpur Road