
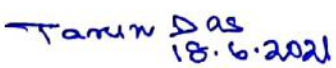
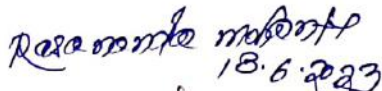

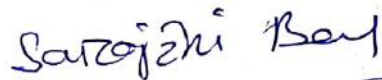

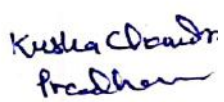
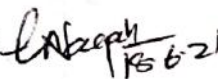
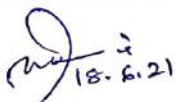


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Proceedings of the Governing Body Meeting of Vyasaganar Autonomous College, Jaipur Road, held at 11.30AM On 18.06.2021

The first meeting of the newly constituted Governing Body of Vyasaganar Autonomous College, Jaipur Road, was held in the Principal's Office Chamber at 11.30 AM on 18.06.2021 under the chairmanship of Sri Pradeep Kumar Biswal, President, G B and the following members were present.

Members present

1. Sri Pradeep Kumar Biswal, President 
2. Sri Tarun Kumar Das, Member 
3. Sri Rasananda Mohanty, Member 
4. Sri Prafulla Kumar Samal, Member 
5. Mrs Sarojini Bal, Member 
6. Dr Binod Bihari Sahoo (Reader in Botany), Teacher Nominee 
7. Dr Kusha Chandra Pradhan (Reader in English), Teacher Nominee 
8. Sj Sashi bhusan S Upadhyay (Industrialist), Member
9. Dr Gangadhar Nayak (RDE, Bhubaneswar), Government Nominee 
10. Sri Siba Charan Majhi, Principal-cum-Secretary 

Sri Siba Charan Majhi, Principal-cum-Secretary, G B welcomed the president and all the members of the newly constituted GB and all other special invitees to the college and congratulated them all. He also expressed his deep sense of gratitude for their presence and participation in the meeting. A formal farewell was given to the ex-president, Dr Santosh Kumar Mishra, ADM, Kalinga Nagar who was nominated by the Govt to act as president of the college Governing Body before the constitution of this Governing Body of the college.

All the members present in the meeting condoled and prayed for the departed souls of the former president and former member, GB, and a few other retired and continuing staff members who expired recently for their peaceful abode in heaven

After threadbare discussion and deliberation on all the items in the agenda of the meeting the following resolutions were unanimously made.

After detailed discussion, the following decisions were unanimously taken:

1. For restoration of electricity and settlement of the enhanced bill, Principal should take up with the concerned authorities and clear pending arrears immediately.
2. For reaccreditation of NAAC and renewal of Autonomous status of the college, Principal should initiate the process within a week. NAAC committee of the college will complete the work of pending records within a month for submission of SSR to the appropriate authority.
3. For introducing a transparent and efficient administrative system, e-office should be implemented within three months and quotation should be floated within 15 days for the purpose.
4. Automation of the library has to be done early for the benefit of the students and faculty members. A quotation should be floated within 15 days for e-library project.
5. In order to protect the landed property of the college and save it from encroachment, Principal should take steps for identification of the area through local revenue authorities and make demarcation within one month. A proposal for barbed wire fencing/ boundary wall at the vacant place with estimated cost should be placed in the next meeting of the GB.
6. Actions on all audit objections should be initiated forthwith and actions should be taken for recovery from the persons concerned from the current month.
7. In case of advances pending against staff members they have to be given fifteen days-notice to submit the vouchers and the same should get reconciled within one month with intimation to the person concerned. In case of non-compliance, actions should be taken to recover the advance from the salary with interest.
8. It was mentioned that in some cases files and vouchers are missing causing problem for finalising accounts and placing it during audit. In such cases the person concerned responsible for maintenance of records should be taken to task including suspension or withholding of salary. The Principal is instructed to take immediate action for the same.



9. With a view to ensuring security inside the campus and for proper watch and ward, a security agency will be engaged. Quotation should be invited within a fortnight for the purpose.
10. It was pointed out that fees and fines need to be enhanced for strengthening the resources of the college. In view of the pandemic, it may not be proper for any enhancement now, but a status paper may be placed in the next GB meeting in comparison with other neighbouring colleges and autonomous colleges.
11. Attendance of the faculty members and staff should be strictly ensured keeping in view the Covid guidelines of the state government and anyone found non-compliant should be taken to task.
12. The HODs should ensure that the online classes are held properly, and the courses are covered as per syllabus. Similarly, online assessment of the students should be done from time to time. Simultaneously, Principal should ensure it and any deviation by any faculty member will be reported to the President GB for needful action.
13. The Administrative Bursar and Accounts Bursar should work proactively to update things at their end and render assistance to the Principal in respective fields.
14. In order to achieve financial discipline in the college, the Principal is allowed to incur contingent expenditures up to Rs. 30 thousand and for any expenditure beyond it, approval of President of GB is to be taken. However, it will not be applicable to usual electricity dues, water rent, taxes and duties. For award of any contract beyond fifty thousand, approval of GB has to be taken. All the contracts should be made as per the guideline issued by the Finance Department of Odisha and CVC. Any contingent expenditure above 30 thousand or any contract above 1 lakh, approval of President GB is mandatory.
15. All the staff members must remain present in the college during the working hours of the college as per the Government guideline issued by Department of Higher Education, Odisha. They shall



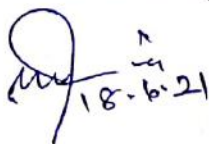
comply and furnish the work assigned to them on the same day for updating the records.

16. All the activities of the college conducted from time to time must be uploaded in the college website to bring transparency and easy access to the stake holders.
17. All the HODs are required to conduct seminars/ webinars and submit the report of their departmental academic activities for record and updating it in the college website. Last year's such activities of different departments will be reported immediately.
18. Parent-Teacher meeting must be held twice a year for interaction among them for academic upliftment of the student's community.
19. An alumnus meeting is to be convened immediately to ensure their registration and effective association in the developmental process of the college and to execute the mission of MO-College Abhijan.
20. Cash book must be updated daily and work of CAPA must be initiated immediately and completed within two months under intimation to OHEPEE and Government, Department of Higher Education. It is resolved that the head of office i.e. Principal must conduct a cash verification in the first week of each month and furnish a certificate to the effect that the closing balance and cash balance tallies as per the cash book. Internal audit of accounts of the college should be conducted once in every six months. Pending audit of the accounts by the CA firm appointed by Director of LFA, it should be started immediately this month on personal contact and all records should be produced for the purpose. Any deviation in the matter would be viewed seriously.
21. Inter se seniority dispute in the department/ college and staff grievances will be immediately brought to the notice of the president for appropriate solution and redressal.
22. An amount of Rs 85 lakhs sanctioned by the state government in two phases for infrastructure development is still unutilised and the work is assigned to R&B for execution. The principal is instructed to take immediate steps for the same by transferring the fund to the Executive Engineer R &B, Panikoili.



23. A proposal for construction of a mini Conference Hall is resolved keeping in view of non-availability of a suitable space to hold important meetings including GB meeting which is to be executed in next six months.
24. Keeping in view of the futuristic development plan of the college, an architecture firm will be engaged to prepare a master plan.
25. The on-going projects under OHEPEE on world Bank funding as undertaken and executed by R&B must be supervised properly by the construction committee of the college, IDP coordinator, and the Principal to ensure the standard of the work.
26. Principal of the college is instructed to appraise the President Governing Body on the acts of negligence of duties, disobedience, indiscipline, and insincerity and grievance of staff from time to time to restore the lost heritage of the college and a good academic environment.
27. Electricity consumption made by the occupants of college Quarters and Hostels both Boys' and Women must be paid by the concerned occupants/ establishment as the case may be. Even recovery of penalty as imposed by electricity department for the previous period will be made proportionately taking into account of their consumption. To set it right, separate meters will be installed for each of the quarters and hostels. Revision of license fee/ rent will be made as per the government guidelines.
28. All the committees and assignment/responsibilities among staff members of the college must be formed and allotted respectively by the principal in the beginning of every academic session latest by 15th July in consultation with the President Governing Body for smooth functioning of the college.

The meeting ended with thanks to the chair.



Principal-Cum-Secretary
Vyasagar (Auto.) College
Jaipur Road



President,
Governing Body
President (G.B.)
Vyasagar (Auto.) College
Jaipur Road