

**PROCEEDINGS OF THE 8<sup>TH</sup> GOVERNING BODY MEETING OF GOVERNMENT POLYTECHNIC, BARGARH  
HELD ON 09.12.2024 AT 4.00 PM UNDER THE CHAIRMANSHIP OF THE COLLECTOR AND DISTRICT  
MAGISTRATE, BARGARH IN THE CONFERENCE HALL OF THE COLLECTORATE, BARGARH.**

The 8<sup>th</sup> Governing Body Meeting of Government Polytechnic, Bargarh was held on 09.12.2024 at 4.00 PM under the Chairmanship of the Collector and District Magistrate, Bargarh. The following members were present in the meeting.

- |   |                   |
|---|-------------------|
| 1) Sri S. Satapathy, Representative of Hon'ble MP, Bargarh        | -Member           |
| 2) Smt. B.P. Sahu, District Employment Officer, Bargarh           | - Member          |
| 3) Sri S. Kalo, Representative of SE, R&B Division, Bargarh       | -Member           |
| 4) Sri D. C. Majhi, Representative, SE, GPH Div. No-II, Sambalpur | -Member           |
| 5) Sri S. Hota. Superintendent Engineer, TPWODL, Bargarh          | -Member           |
| 6) Smt. K. Pradhan, Representative, GED, Bargarh                  | -Member           |
| 7) Sri R.K. Maharana, Representative, DTE&T, Odisha, Cuttack      | -Member           |
| 8) Smt. R. Ray, Representative, SCTE&VT, Odisha, Bhubaneswar      | -Member           |
| 9) Mrs. A. Brahma, Sr. Lecturer (IT)                              | -Member           |
| 10) Sri G. Badhei, Sr. Lecturer (Chemistry)                       | -Member           |
| 11) Sri P.K. Pattanaik, Principal, Govt. Polytechnic, Bargarh     | -Member Secretary |

At the outset, Principal welcomed the Chairman and all distinguished members of the Governing Body of this institution. The Principal informed that Electrical Engineering Programme of the institution was accredited by National Board of Accreditation and the QCI ranking is 8 among all polytechnic of Odisha. The members actively participated in the deliberation on all Agenda points and offered their valuable suggestions.

After detailed deliberation, the following points were resolved unanimously by the committee.

**1. Compliance of the last Governing Body Meeting held on 21-07-2023.**

Proceedings of the last Governing Body meeting held on 21.07.2023 has been circulated among the members and was confirmed by the committee.

**2. Last three-year admission figure**

The principal presented the last three-year admission data before the committee.

Sl. No.	Branch	Intake Capacity	Admitted								
			2022-23			2023-24			2024-25		
			Boys	Girls	Total	Boys	Girls	Total	Boys	Girls	Total
1	Electrical	60	50	10	60	50	10	60	42	18	60
2	Mechanical	60	58	02	60	38	22	60	48	12	60
3	Civil	60	42	18	60	37	23	60	33	27	60
4	CSE	30	-	-	-	15	15	30	16	14	30
5	EEE	30	-	-	-	19	11	30	24	06	30
Total			150	30	180	159	81	240	163	77	240

Principal also informed that in the current academic session 2024-25, the girl's enrolment is 32%.

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**3. Re-allocation of additional 5 Acre of land maintaining continuity of existing land of the institution.**

The Chairman suggested to contact the Tahsildar, Bhatli for reallocation of 5 acre of land in continuation to existing land of the institution.

If 5 acres non-forest land in continuation to existing land will not be available, then the D.F.O will be requested to convert forest land limiting to 1 hectare in order to allocate 5-acre land in a single patch.

**4. Approval for engaging 6 nos. of Guest Faculties over and above the approved number by DTE&T, Odisha to meet the requirement of AICTE for the session 2024-25.**

Principal informed that as per AICTE norms for 240 intake, 30 nos. of faculties are required. But including Principal this institution has only 15 nos. of regular faculties and DTE&T, Odisha has approved to engage 09 nos. of Guest faculties for the academic session 2024-25. Hence engagement of another 06 nos. of guest faculties is required, whose remuneration will be met from PL Development fund.

As per the instruction of the Chairman, the detailed estimate of proposed expenditure out of available P/L Development fund including the maximum remuneration of additional 6 nos. of guest faculties for the academic year 2024-25 is enclosed in Annexure-I.

The engagement of additional 06 nos. of Guest Faculties over and above the approved no. by the DTE&T, Odisha is approved by the committee as sufficient fund is available in P/L Development fund to meet all proposed activities.

**5. Approval for extension of contract of the manpower provider for engaging same number of outsourced personnel for another one year.**

Considering the satisfactory performance of the existing manpower service provider, the committee approved one year extension of contract with the agency for engaging same number of outsourcing personnel.

Like previous year the remuneration of one lady sweeper and one gardener-cum-cleaner will be met from P/L Development fund (this expenditure is included in Annexure-I).

**6. Civil/PH/Electrical work.**

It was decided by the committee that Superintending Engineer, R&B, Bargarh and GPH Division No.II, Sambalpur will take necessary steps and submit the estimate at DTE&T, Odisha for administrative approval and placement of funds for the following work.

- a) Construction of alternative staircase in workshop building.
- b) Furnishing of Auditorium/smart classroom.
- c) Installation of lightning arrester in each building.
- d) Rainwater harvesting.
- e) Development of Playground, volleyball & Badminton court.
- f) Separate electric connection from DG set to different buildings.
- g) Repairing of toilets of academic building, workshop building and cafeteria.
- h) Levelling of land in front of academic building and back side of boy's hostel and its development.
- i) Inside and outside colouring of all buildings.
- j) Construction of another 200 seated boy's hostel.

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k) Anti-termite treatment of all buildings.

**7. Minor Civil/PH/Electrical maintenance work.**

The committee approved to take up the emergency minor repair work within Rs. 25000/- per occasion limited to 1 lakh per year out of P/L Development fund as the available fund is sufficient to cover this expenditure.

**8. Approval of major expenditure incurred under different head.**

The xerox copy of all vouchers certified by the concerned departments and hostel superintendents along with entry in stock register and photograph of areas where these items have been placed or used is enclosed in annexure-III (no. of Pages:151) , IV(no. of Pages:27),V (no. of pages-17). Hence the committee approved the major expenditures amounting to **Rs 27,54,918/-** for development of the institute under different heads.

**Major Expenditure for development of institutes under different heads.**

PL DEVELOPMENT FUND			
Sl. No.	Items	Amount	Annexure-III Page No.
1	Office stationery items	Rs. 70,232/-	1-12
2	Raw materials (Civil)	Rs. 10,195/-	13
3	Library software/Library Journal	Rs. 30,270/-	14-15
4	Certification (ISTE)	Rs. 17,388/-	16
5	Maintenance of equipment	Rs. 69,030/-	17-18
6	Gymnasium items	Rs. 3,77,065/-	19-28
7	Sports items	Rs. 79,674/-	29-45
8	Water purifier-cum-cooler for institution	Rs. 1,13,000/-	46
9	Gardening/campus beautification	Rs. 29,055/-	47-53
10	Videography for NBA	Rs. 14,160/-	54
11	Seminar honorarium	Rs. 20,200/-	55-62
12	Outsourcing expenditure	Rs. 3,15,827/-	63-86
13	AC maintenance	Rs. 24,544/-	87
14	Hoarding/ACP Sheet displaying Vision, Mission of institution, Department, CO, PO of courses etc. for NBA	Rs. 2,02,612/-	88-95
15	Sofa for Cafeteria	Rs. 50,740/-	96
16	Cot for Cafeteria/Guest House	Rs. 92,040/-	97-98
17	AICTE Affiliation	Rs. 25,000/-	99-100
18	Career Counseling	Rs. 37,182/-	101-108
19	Apprenticeship stipend	Rs. 33,347/-	109-118
20	Web-site development	Rs. 14,632/-	119
Total		Rs. 16,26,193/-	
PL Magazine head			
1	Printing of Institution magazine	Rs. 45,000/-	120
2	Annual subscription of magazine	Rs. 8558/-	121
Total		Rs. 53,558/-	

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PL Examination Head			
1	Office Stationery	Rs. 41,024/-	122-130
PL Maintenance Head			
1	Maintenance of equipment	Rs. 1,22,956/-	131-133
Hostel Contingency Fund			
1	Procurement of hostel cots	Rs. 4,65,864/-	134-135
2	Maintenance of water purifier & Cooler-cum-purifier, Ceiling fans, purchase of aqua guard water purification systems	Rs. 1,32,850/-	136-137
3	Cleaning of safety tanks	Rs. 17,500/-	138-141
4	Fiber Dining tables for hostels	Rs. 1,26,000/-	142
5	LG Smart TV (2 nos.) for Hostels	Rs. 86,189/-	143
6	Sanitary napkin vending machine and sanitary napkin Destroyer for Girl's hostel	Rs. 19,970/-	144-145
7	Installation of Inverter and battery in Girl's hostel	Rs. 32,640/-	146-149
8	Dust bins with wheels and flat Dari	Rs. 35,250/-	150-151
	<b>Total</b>	<b>Rs. 9,16,263/-</b>	
	<b>Grand Total</b>	<b>Rs. 27,59,994/-</b>	

**9. Hiring of light vehicle for any official work including awareness programme to enhance girl's enrolment.**

The committee approved for hiring of light vehicle from local market for performing any official work and conducting awareness programme in different high school and block level to enhance girl's enrolment at approved rate of the R.T.O, Bargarh and the expenditure will be met from PL Development fund.

**10. Study visits of students to local industries.**

The committee decided that the study visit of students to different local industries will be conducted by institution bus and the fuel cost will be met from the PL Development fund.

**11. Approval for proposed expenditure for the academic year 2024-2025.**

Sl. No.	Items	Approximate unit cost	Quantity	Amount
1	Purchase of Interactive panel (with core I5 processor with OPS) for smart class room of Mechanical Engineering and Math.&Sc. Department	Rs. 2,00,000/-	02	Rs.4,00,000.00
2	Purchase of online UPS Battery	Rs. 5,500/-	64	Rs.3,52,000.00
3	Purchase of 3-seaters Simulation running Table for CNC Simulation Lab	Rs. 54000/-	05	Rs.2,70,000.00

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4	Purchase of Revolving Chair CNC Simulation Lab	Rs. 6,000/-	15	Rs.90,000.00
5	Installation of CCTV camera in corridor, laboratory & classrooms of workshop building			
	IP-Dome Camera (2Mega Pixel 30 Mtr IR distance)	Rs. 5000/-	09	Rs. 45000.00
	IP-Bullet Camera (2Mega Pixel 30 Mtr IR distance)	Rs. 5500/-	19	Rs. 1,04,500.00
	LED TV 45"	Rs. 30000/-	01	Rs. 30000.00
	PoE- Switch 8 port	Rs. 9000/-	04	Rs. 36000.00
	32 Channel NVR	Rs. 25000/-	01	Rs. 25000.00
	4 TB HDD	Rs. 10000/-	01	Rs. 10000.00
	4U Rack	Rs. 4000/-	04	Rs. 16000.00
	Casing and Cabling with installation charge	Rs. 60/- per mts.	1200 mts.	Rs. 72000.00
6	Purchase of Dual Desk cum Bench for Mechanical Smart Classroom	Rs. 9500.00	30	Rs. 2,85,000.00
7	Laptop			
	Intel core I3, 8GB RAM, 500 SSD, Preloaded Windows 11 Pro	Rs. 50,000/-	03	Rs. 1,50,000.00
	Intel core I5, 8GB RAM, 500 SSD, Preloaded Windows 11 Pro	Rs. 70,000/-	02	Rs. 1,40,000.00
8	Purchase of a sound box, amplifier and microphone for auditorium	Rs. 1,50,000/-	1 set	Rs. 1,50,000.00
Total				Rs. 21,75,500.00

After verifying the estimate of proposed major expenditure placed in Annexure-I, the committee approved the proposed expenditure which will be met from available PL Development fund. The fund position is placed in Annexure-II.

## 12. Beautification of Hostel & Institute.

The committee approved that for gardening & beautification of the institution/hostel, expenditure limiting to Rs.15,000/- on one occasion, will be met from PL development fund but limited to Rs 50,000/- per year. Further, to improve the skill of the students and utilisation of waste material, the trainees will be engaged for preparation of decorative/innovative models and the expenditure, if any, will be met from PL Development Fund limiting to 1 lakh per year.

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**13. Approval for inviting different firm/agency to conduct internship programme at institute level.**

The committee decided that the respective H.O.D will arrange internship programme including paid internship programme at institute level to facilitate all students. The students who will undergo the paid internship programme, will pay the fees of the organisation.

**14. Inviting experts from industries and professionals for delivering talk on emerging technology and to take few classes.**

The committee approved that all Head of Department will conduct seminar/webinar on emerging technology by inviting experts from industries and other professional in order to encourage the students for lifelong learning, which is essential for NBA accreditation and QCI grading. Remuneration of Rs 500/- per hour to experts/professional for delivering talk is approved by the committee. The expenditure will be met from PL Development Fund. The committee also approved that the experts from industries will take classes to bridge the curricular gap @ Rs 500/- per class, which will be met from P/L Development fund.

**15. Faculty Development programme.**

The committee approved that the course fee for pursuing National Programme on Technology Enhanced Learning (NPTEL) certification course (AICTE approved FDP course on SWAYAM portal) and in any other platform in order to upgrade their knowledge will be reimbursed to the faculties from PL Development fund after producing completion certificate.

**16. Any other point with the permission of the chair.**

- a) The committee impressed the superintendent Engineer, TPWODL, Bargarh to take necessary steps for providing dedicated electricity supply to the institute as there is frequent power failure in the campus and the S.E, TPWODL was agreed.
- b) The committee advised the Principal, G.P, Bargarh to prepare the detail project report (DPR) for construction of Bio-gas plant by utilizing kitchen waste of the canteen by consulting expert in the concerned field and to submit the same to the Chairman-cum-Collector and District Magistrate, Bargarh for the execution of the plant under CSR activity of BPCL.
- c) The committee advised the Principal, G.P, Bargarh to consult with OREDA for the installation of Solar Panel to supply electricity to Academic, Administrative, Workshop, Cafeteria, Boys & Girls Hostel Buildings of this institution.

*[Signature]*  
Principal-cum-Member Secretary  
17.12.2024  
**Principal**  
**GOVT. POLYTECHNIC**  
**BARGARH**

*[Signature]*  
Chairman-cum-Collector and  
District Magistrate, Bargarh