

PROCEEDING OF THE GOVERNING BODY MEETING OF U.C.P.ENGINEERING SCHOOL, BRAHMAPUR
HELD ON 08.07.2022 AT 11 A.M IN THE EDUSAT HALL OF U.C.P.ENGG.SCHOOL, BRAHMAPUR.

The meeting of the Governing Body of U.C.P. Engineering School, Brahmapur was held on 08.07.2022 at 11.00 A.M in the EDUSAT Hall of U.C.P. Engineering School, Brahmapur under the Chairmanship of Collector & District Magistrate, Ganjam, Chatrapur in the presence of the following members.

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| 1. | Er .Rajesh Tripathy, Principal, Government I.T.I, Hinjilicut
Representative of D.T.E & T, Odisha, Cuttack. | Member |
| 2. | Sri Radha Gobinda Padhy
Representative of Honorable MP, Berhampur. | Member |
| 3. | Sri D.P.Patnaik, Senior Lecturer (ETC.)
Representative of Vice-Chairman, S.C.T.E & V.T, Odisha | Member |
| 4. | Sri Amaresh Chandra Das, Assistant Executive Engineer,
Representative of Executive Engineer, Ganjam (R & B)
Division No.1, Brahmapur | Member |
| 5. | Sri Ramesh Chandra Sahu, Assistant Engineer, P.H,
Representative of Executive Engineer, Ganjam P.H.Division,
Brahmapur | Member |
| 6. | Sri R M Khilana
Regional Assistant Director of Employment (S.Z), Brahmapur | Member |
| 7. | Representative,
Director, NTTF, Gopalpur | Member |
| 8. | Sri Satya Sankar Raj, Senior Lecturer (Chemical) | Member |
| 9. | Sri Suryanarayan Dhara, Principal, U. C. P. Engg.School, Brahmapur | Member Secretary |

At the outset the Principal, U.C.P. Engineering School, Brahmapur welcomed the members present in the meeting. Detail point wise agenda note has been discussed thoroughly and it was decided as per the following.

1. Minutes of Last General Body(GB) meeting on 10.03.2021 was discussed. No suggestion was incorporated so Members have agreed for its approval.
2. A presentation was made by principal on activities and achievements during academic year 2021-22.

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In the year 2021 admission to the 1st year Diploma was very good. All the seats were filled up and the admission figures are given below.

Sl. No.	Name of the Branch	Sanctioned intake + TFW	Students admitted
1	Civil Engineering	60+3	64
2	Mechanical Engineering	60+3	63
3	Electrical Engineering	60+3	64
4	Electronics & Tele-Comm. Engg.	60+3	63
5	Computer Science & Engg.	60+3	69
6	Information Technology	20+1	21
7	Chemical Engineering	40+2	42
8	Bio-technology	30+1	31
		390+19	417 (TFW+EWS)

3. On-line Classes.

Online classes of different branches of all the students of 1st, 3rd & 5th semester conducted successfully and study materials of almost all the subjects are supplied to them along with physical classes as per requirements.

4. Engagement of Guest faculties:

22 nos. of Part-time Guest faculties and 8 nos. of Part-time Guest Laboratory Assistant are required to be engaged for the current academic session, 2022-23. The payment of their remuneration is made through PPSS, Govt. fund. It is decided and approved a provision of Rs.6.00 lakh (Rupees Six lakh only) for payment of their remuneration in case, the Government allotment is insufficient in the budget. Principal is authorized to engage PTGF/PTGL as per need basis due to vacancy arises due to transfer/deployment/long leave of existing staff.

The proposal is approved by the members of GB.

5. Placement in year 2021 and 2022

In the year 2021, a total no of 106 students have got job offer(56 no through institute placement & 50 no through Central Placement Cell managed by DTET). The following company has given placement offer to the students. JSPL Angul, IOCL Paradeep, L & T Construction, Chennai, Grasim Industry (Chemical Division), Ganjam, TATA Electronics, Aditya Birla, Hindal Co, Sambalpur, TPNODL, Infosys, Bhubaneswar, Hetro Lab. Hyderabad Arcellor Mittal, Steel India Limited, TPCODL Odisha, Rushil Décor Limited, Vishakhapatnam, Hero Cycles, Hetro Lab. Hyderabad & Subros Limited, Gujrat.

In the year 2022, total 12 numbers of company have offered placement to 60 numbers of students, who are currently appearing their final semester examination. L&T Construction- 02 , Boudh Distillery-14 , HIDALCO-7 , Grifeo-12 , Emami Paper-02,East Coast Railway-1 , Arcellor Mittal Nippon-02, Anand Automotives-08,Shakti Auto Component-06, TPSODL-3 , Krishna Maruti Limited-01,Bharat Biotech-2

Action: Training & placement-
Training Supdt.

[Signature]

204 number of Students are pursuing higher study B.Tech. at different Engineering Colleges. The members expressed their satisfaction in placements. The members advised to maintain a complete tracer study record of placements of students who have joined for higher study too.

It is decided to organize an industry conclave for more placements to achieve a target of 40% of total passed out students. Placement cell of institute will take steps for aggressive placement drive.

6. Testing of Civil Engineering Materials under I.R.G

The testing charges of Civil Engineering materials are collected as per latest rates approved by Works department for testing of construction material. The remuneration to the staff and students engaged for the purpose are being paid under IRG scheme.

Time line and Quality shall be adhered for increasing revenue as well as reputation of institute with industry. It is advised to form a committee and explore the possibility of developing additional testing facility in Civil and Electrical Engineering Department.

SOP will be prepared for each testing with measurable efficiency level as well as timeline for testing.

Interaction shall be made with TPSODL for exploring the possibility of testing Civil Engineering and electrical engineering testing. GB of Institute have authorized Principal to procure necessary tools, equipment and rearrange necessary infrastructure to meet the need of IRG from MHRD Interest fund and Institute Development fund.

The proposal is approved by GB. *Action: HOD Electrical & HOD Civil Engg*

7. Requirement of ministerial staff:

Principal have appraised the members regarding the shortage of ministerial staff in the institute to manage day to day activities. The GB has approved the proposal to write to the government for posting of 2 no of junior clerk.

8. National Board of Accreditation (N.B.A):

The NBA accreditation of the course is globally accepted programme. So the institution have applied for two programme i.e Mechanical Engineering & Electronics and Tele-comm. Engineering for NBA accreditation, for which the preparation is in progress for the Inspection Team. It is decided that, the expenditure for this programme will be met from P.L Development fund. The proposal is approved by GB.

Action: HOD Mechanical and HOD ETC

9. Procurement of equipment.

An amount of Rs.1.3 crore have been received under "Submission of Polytechnic" scheme from Govt. of India for procurement of equipment. Materials worth of Rs.1.3 crore have been procured and utilized. Hence, it is approved an amount of Rs.23,56,321.80 towards incurred interest which is to be utilized to procure the machine and equipments from the vetted list. The proposal is approved by GB.

10. Payment from Development fund.

Two Contingent Workers are working since long (30 years), whose remuneration is being paid from contingency allotment. Since the allotment in Government is in sufficient, the Committee approved the expenditure of Rs.3.50 lakh (Rupees Three lakh fifty thousand only) from PL development fund/IRG fund towards payment of their remuneration. The proposal is approved by GB.

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Principal

11. Completion of construction work

The construction of Academic building of 1.9 Crore and new Workshop building of 5.00 Crore is inordinately delayed, which is supposed to be completed by 2018. AEE and AE of R & B Division No.1, Berhampur have promised to expedite the work and assure GB that the buildings will be handed over to institute by the end of August 2022.

Chairman have cautioned that if the executing contractor failed to complete the building by August 2022, the firm will be blacklisted. *Action: Estate officer*

12. Outsourcing of Manpower

The watch and ward, cleaning, gardening, services for this institution and 3 nos. of Hostel are being managed through outsourcing basis. At present 12 nos. of Manpower are engaged by Outsourcing Agency i.e M/s Ganjam Man Power & Security Service Private Limited, Station Road, Brahmapur. To maintain the cleanness and security of two Boys Hostel and particularly Girls' Hostel, 1 (one) Lady Watchman, 2 Sweepers may be engaged through Outsourcing basis. It is decided to utilize an amount of Rs.3.00 Lakh from P.L development/Hostel maintenance fund towards remuneration of Outsourcing staff, in case of insufficient Govt. allotment. *Action: Sen S.S. Sahu, OK Security*

The proposal is approved by GB.

13. Hiring of Placement Agency/consultant

Hiring of placement agency/Consultant is proposed to be made to enhance the students soft skill, body language etc. for enabling them to face the interview confidently. Efforts should be made to introduce these types of training programmes for every student in a continuous manner. The members agreed the proposal of hiring a quality placement agency with Term of Reference. The engagement of placement agency will by publishing advertisement in newspaper for Expression of Interest. QCBS (Quality cum cost based selection) method will be followed for selection of agency. The agency shall be assigned for campus placement with good company for a quality campus placement of students. The expenditure towards these types of training programmes will be met from P.L development fund.

The proposal is approved by GB.

Action: Training Supt

14. Chairman have informed the members about proposed TATA SEZ near Chatrapur, in which there will be a textile hub with investment of Rs 1000 Crore. It is decided to interact with Deputy Director(Textile) and explore the possibility for training needs of manpower requirements of such industries. The institute can work for technology up gradation in design of textile sector in the locality and proposed textile hub. Members expressed their view that the institute must be ready to met the local need of textile hub.

The proposal is approved by GB.

Action: Vice-Principal

15. Eviction of encroachment of U.C.P. Engineering School.

Some portion of government land of U.C.P. Engineering School, Brahmapur has been encroached by an outsider Sri Suresh Chandra Panda and the trustee members of the Mandir Committee. Necessary action should be taken to evict Sri Panda from his un-authorized occupation. In response Sri Panda has moved the case to the Court of Civil Judge, Junior division, Brahmapur vide I.A No.42/2005 (CS-59/05) where the Govt. of Odisha represented by the District Collector, Ganjam, Chatrapur and the Tahasildar, Brahmapur are party to it and eventually the petition has been dismissed by the Honorable Court vide their Order No.14 dt.13.9.2005. *Action: Estate officer.*

Chairman have advised for requisition to Sub collector for Eviction of encroachment from Government Land.

16. For imparting quality education and providing better placement opportunity, members have suggested to explore the possibility on following points.

(a) Establishing a pilot plant for recovery of kewra oil from Kewra flower with technical assistance from TSC for Kewra. The procurement of machinery will be met from PL Development fund.

(b) It is suggested to introduce software based training in most of the courses as per the present requirement of industries and also suggested to impart value added training in collaboration with industries. Institute will form a committee to recommend the use of additional software training for industry requirement, beyond the curriculum, like R software for training of all students. The online training and subscription of software will be taken as per the need. The committee will examine and suggest the methods to impart advanced training courses like Analysis of Genome sequencing, Bioinformatics to students of Biotechnology, methods to impart advanced training courses in solar module and its design to students of all branches, interaction with smart city project and exploring the possibility of testing and interaction with NTTF, Gopalpur and CTTC, Berhampur for exploring the possibility of training areas benefit to the institute. The procurement of such software and hardware will be met from PL Development fund.

The proposal is approved by GB.

Action all HODs concerned.

17. Members have advised to arrange technical fest, competition among students of nearby institutions. Guest Lecturers shall be arranged frequently by Industry expert and reputed professional. Expenditure for these events shall be met from PL fund.

The proposal is approved by GB.

18. Members have expressed that students shall be taken outside district for industrial exposure to Places like JSPL, Tata Steel in Jajpur, CIFA, ILS in Bhubaneswar and CRRI Cuttack. The Expenditure for these tours shall be met from PL fund. Proposal will be sent to District administration for financial support to these industry exposure tours.

19. It is decided to develop a of seminar cum Smart Class room with Seminar Table, Chair Smart T.V, Projector & Sound system along with 4 nos. A/C machine. The members have approved that the expenditure of Rs.6.50 lakh will be incurred from the accrued interest. Further Chairman have approved the proposal for procurement of smart board at lowest price fixed by district administration for Smart Schools.

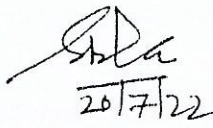
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Sale
Principal

20. The GB has approved the proposal for providing 100 % internship training to students in final year. Skill up gradation program and Faculty Development Program will be conducted in the institute for faculty and supporting staff. The Expenditure for these training shall be met from PL fund.

21. The principal is authorized to meet the expenditure related to procurement of raw materials, maintenance of equipments and furniture and minor maintenance of building from PL Fund as per need basis following OGFR.

The meeting ended with a vote of thanks to the Chair and the participants.

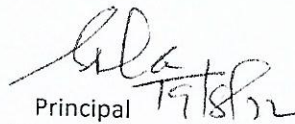

20/7/22
Principal
U.C.P. Engg. School
Brahmapur, (Ganjam)

Collector & District Magistrate, Ganjam-cum
Chairman, Governing Body,
U.C.P. Engineering School, Brahmapur.

UMA CHARAN PATNAIK ENGINEERING SCHOOL, BRAHMAPUR
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Memo No.1501 Date 19.08.2022

Copy to all H.O.Ds for information and necessary action.


Principal
U.C.P. Engg. School
Brahmapur.