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PROCEEDING OF THE 12TH GOVERNING BODY MEETING OF UTKALMANI GOPABANDHU INSTITUTE OF ENGINEERING, ROURKELA HELD ON 17.03.2025 AT 6 PM UNDER THE CHAIRMANSHIP OF COLLECTOR AND DISTRICT MAGISTRATE, SUNDARGARH IN THE CONFERENCE HALL OF ADM, ROURKELA

The 12th Governing Body Meeting of UGIE, Rourkela was held on 17.03.2025 at 6 PM in the Conference Hall of ADM, Rourkela, under the Chairmanship of Collector and District Magistrate, for discussion regarding various matters and approval of expenditure to be incurred out of Institution Development Head (PL/ IRG fund).

The following members were present in the meeting.

1. Sri. Manoj Satyawar Mahajan, ,IAS, Collector & District Magistrate, Sundargarh	Chairman
2. Prof. Sidhartha S Jena, Representative of Director, NIT Rourkela	Member
3. Sri. Bharat Guru, ADWO, Representative of DWO Panposh	Member
4. Sri. Sandeep Satapathy, AEE, PWD, Representative of SE ,R&B Rourkela	Member
5. Sri. A. Dalai, General Manager WATCO , Rourkela	Member
6. Sri. R . C. Kishan, DSDEO, Rourkela	Member
7. Sri. D. Soren, Principal, Govt. ITI, Rourkela, Representative of DTE &T, Odisha	Member
8. Sri U.K. Mallick, , Principal, SKDAV GP, Rourkela, Representative of Vice Chairman, SCTE & VT, Bhubaneswar	Member
9. Sri. Smruti Ranjan Routray, G.M. , DIC, Rourkela	Member
10. Sri. Pradip Ku. Mahapatra, Asst Manager WATCO	Member
11. Sri.Tushar Kumar Meher , Manager, WATCO Sub- Division, Rourkela	Invited Member
12. Sri. Soumya Ranjan Khuntia, Junior Engineer,(R&B) Rourkela	Invited Member
13. Sri. Biswamitra Suna, Junior Engineer,(R&B) Rourkela	Invited Member
14. Dr. B.B.Sahu, Senior Lecturer (Mechanical), UGIE Rourkela	Member
15. Sri.S.K. Dalai, W/S Supdt , UGIE, Rourkela	Member
16. Smt. P. Das, Principal, UGIE Rourkela	Member Secretary

At the outset the Principal, U.G.I.E, Rourkela welcomed all the members of the Governing Body and expressed her gratitude for sparing their valuable time for the meeting. The members present actively participated in the deliberations on various Agenda points and offered their valuable suggestions.

1. ACADEMIC REVIEW & ACHIEVEMENT:

The principal presented the Intake capacity, Admission figure for the academic session 2024-25 , Faculty position, Result and Placement figures and the achievements of students of the Institution for kind information of the members .

The Committee reviewed the Academic Progress and Achievement and expressed satisfaction.

2. Compliance of last governing body meeting held on 24.06.2024-

As no comments were received from the august members on the proceedings of previous Governing Body Meeting on 24.06.2024, the minutes of the meeting were confirmed and approved for further guidance and functioning of the institution.

3. Engagement of GF & GLA-

The committee approved the engagement of Guest faculties and Guest laboratory assistants to run the Diploma & post diploma courses for the academic year 2024-25 at approved rate of last Governing Body meeting.


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The committee also recommended to follow the same procedure for engagement of Guest Faculty & Guest Laboratory Assistant and approved the following rate of remuneration for the academic year 2025-26

In this regard, the committee approved the following rate of remuneration:

- 1) The Guest faculty engaged for Diploma course will get remuneration as per Govt. Rate, vide SD&TE letter no.5023 dated 01/11/2018 i.e, Rs. 400 per hour for theory and Rs. 200 per hour for practical limiting to Rs. 16,000.00 for theory and Rs 8,000 for practical.
- 2) The Guest Faculty engaged in Self finance PDIS course will get remuneration as per following rate.
@ Rs. 500/- per Theory class and @ Rs.300/- per practical class

4. UTILISATION OF PL DEVELOPMENT FUND IN THE YEAR 2024-25

Post facto Approval for the following expenditure from PL development Fund has been approved by the Governing Body with a condition that due procedure of OGFR rule is followed.

Sl. No	Types of Expenditure	Approved Amount
1	MAINTENANCE OF ONLINE UPS	Rs. 1,35,147 /-
2	RENOVATION OF LABORATORIES	Rs.1,97,230/-
3	AICTE Extension of Approval Fee	Rs. 2, 21,010/-
4	HOARDINGS AND BANNERS	Rs. 23,381/-
5	MAINTENANCE OF CCTV, INTERNET CONNECTIVITY	Rs. 33,750/-
6	PROCUREMENT AND MAINTENANCE OF COMPUTER AND PRINTER	Rs. 50,504/-
7	PROCUREMENT OF FURNITURE FOR LABORATORIES, HOSTEL, INSTITUTION	Rs. 2,20,238
8	EXPENDITURE FOR POLYFEST & SKILL CONCLAVE	Rs.1,12,824/-
9	PROCUREMENT OF OFFICE STATIONERY	Rs. 1,46,226/

5. APPROVAL OF PROPOSED EXPENDITURE FOR THE SESSION 2024-25

The following proposed activities and expenditure under different heads from PL development Fund for the session 2024-25 were approved vide following the OGFR Rules for procurement scrupulously.

Sl. No	Nature of Work	Proposed Expenditure
1	PROCUREMENT AND INSTALLATION OF CCTV CAMERAS IN THE HOSTELS	1.5 LAKH
2	PROVISION OF INVERTERS FOR HOSTELS	5 LAKHS
3	PROCUREMENT AND INSTALLATION OF AC IN SEMINAR HALL	1.5 LAKHS
4	DISPLAY OF VISION, MISSION , PEO, PO FOR ALL DEPARTMENTS AND INSTITUTION	2 LAKHS
5	PROCUREMENTS OF BOOKS, JOURNALS, NEWSPAPERS, MAGAZINES AND FURNITURE FOR LIBRARY	5 LAKHS
6	INFRASTRUCTURE FACILITIES FOR BOARDERS	2 LAKHS
7	MAINTENANCE OF EQUIPMENT AND MACHINERIES	2 LAKHS
8	PROCUREMENT OF RAW MATERIALS	1 LAKH
9	BEAUTIFICATION & SANITATION OF THE INSTITUTE	4 LAKHS
10	ELECTRICAL MAINTENANCE	2 LAKHS
11	ANNUAL MAINTENANCE OF APPLIANCES	2 LAKHS
12	PROJECT WORK	1 LAKHS


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13	REPAIRING/ REPLACEMENT OF FANS/ ELECTRICAL FITTINGS/ PH FITTINGS IN THE INSTITUTION AND HOSTELS	2 LAKHS
14	RENOVATION/ MAINTENANCE OF LABORATORIES	2 LAKHS
15	NEED BASED ENGAGEMENT OF OFFICE ASSISTANT	1.5 LAKHS
16	NEED BASED ENGAGEMENT OF AN OFFICE BEARER	60,000/-
17	NEED BASED ENGAGEMENT OF A CARETAKER FOR BOYS HOSTEL	75,000/-
18	DEVELOPMENT IN GAMES AND SPORTS ACTIVITIES	2 LAKHS

6. REVIEW OF CIVIL /EI / PH WORK OF THE INSTITUTE:-

The Governing Body approved the following proposals to be executed by R & B.

The Chairman instructed the Executive Engineer, R&B division, Rourkela and General Manager, WATCO to undertake the below mentioned construction/ Repairing/ Renovation works on urgent basis.

- Renovation and maintenance work of laboratory-
The existing Electrical wiring in some of the Laboratories need to be replaced and Panel Boards are to be installed for major equipment with the funds approved for EI work.
- Repairing of broken boundary wall with barbed fencing by the roadside of Principal Quarter and demolition of the dilapidated quarters to prevent trespassing of outsiders and antisocial activities.
- Painting of all grills and steel structures
- The open 11KV wire connection is to be replaced with cable wiring to prevent any major electrical hazards.
- Rain water harvesting systems to be provided in different buildings.
- Emergency exit provision in the Main Academic and administrative Building as a mandatory requirement for issuance of Fire Safety Certificate for AICTE approval and NBA Accreditation.
- **Provision of Girls toilet in 1st and 2nd floor of main Academic Block to meet the hike in enrollment percentage of girls.**

7. ENGAGEMENT OF MANPOWER THROUGH SERVICE PROVIDER ON OUTSOURCING BASIS:-

The Committee approved the engagement of **16 nos.** of persons on outsourcing basis (watchman-7, Lab attendant-4, sweeper-2, Office Asst-2, Matron-1) through the Manpower Service Provider Group Ex Services with effect from 1st March, 2025 for one year on outsourcing basis and recommended to float New Tender referring the Terms and Conditions of original Tender Document for renewal.

8. PROPOSED DEVELOPMENTAL WORKS UNDER OMBADC/ DMF:-

The Chairman suggested the Principal to submit the detail estimate for sanction of additional funds under OMBADC/ DMF for the following requirements for infrastructure development of the Institute and to meet AICTE norms.

- Construction of Basketball Court and Indoor Badminton Court and Lawn Tennis Court in the Institution.
- Mandatory Fire Safety provision likes Ramp Construction, Separate Entry & Exit for any building, Roof Connection between the main Academic Block and Extension Academic Block and additional staircase wherever required from OMBADC.
- Construction of additional galleries in the play ground to accommodate more students.
- Well equipped Gymnasium in the student Activity centre.
- Peripheral Development of the Institution with renovation of Main gate with a small gate for student entry
- Provision of power back up for the Auto Lift in the new G+3 Academic Building.
- Establishment of a Skill Museum.
- Provision of a Bus for Industry visit of students.


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9. APPROVAL OF REMUNERATION TO THE STAFF AND PROPOSED EXPENDITURE FOR POST DIPLOMA IN INDUSTRIAL SAFETY(PDIS) COURSE-

The Chairman approved the expenditure incurred in 2024-25 for conduct of one year Post Diploma in Industrial Safety Course under Self Finance Scheme.

The revised remuneration and other expenditures for smooth conduct of classes and for larger benefits of students was also approved by the Committee. The Chairman suggested that due procedure is to be followed scrupulously with proper Guidelines of Govt.

10. ISSUE OF PATTA AND R.O.R FOR THE POSSESSION OF LAND:

The Chairman instructed the Principal to apply for land alienation afresh for the issue of PATTA and R.O.R in the name of Institution.

11. PROCUREMENT OF OFFICE VEHICLE FROM AVAILABLE PL FUND-

The matter was discussed in the meeting. The committee allowed the hiring of light vehicle for official use in the following rates.

Consumption of fuel – 10Km/Ltr. (Rate of hired vehicle- Rs. 1200/- per day)

ANY OTHER POINTS WITH PERMISSION OF THE CHAIR.

- **CONDUCT OF INDUSTRY VISITS / MOBILISATION BY VISIT OF HIGH SCHOOL STUDENTS:**

The Committee approved the hiring of bus from local service providers with approved rate of Govt for industry visit of students and career counselling Program of high school students.


- **ENGAGEMENT OF INDUSTRIAL EXPERTS/ TECHNICAL EXPERTS / OTHER PROFESSIONALS**

The committee approved the proposal of engaging industry Experts/other resource persons/professionals in relevant field, paying remuneration @ Rs 500 per hour to enhance competency in Technical Skill, Communication Skill, Sports & Yoga and Cultural activities of the students. Further the committee approved the remuneration @ Rs 1000.00 per hour for the experts from industries or academia for conducting webinar & seminar for both Diploma and PDIS program.

- **ADAPTATION OF TEACHING FACTORY CONCEPT IN THE INSTITUTION :-**

The Committee approved the proposal of Setting up of Industry Collaborated Laboratories in the Institution to enhance the Practical Exposure of students.

The Chairman instructed the Principal to suggest specific Laboratories/ Machineries to be set up in the Institution in collaboration with the Industries for adoption of Teaching Factory Concept as an ICONIC Institution. For impressing the Industries.


Sr. Lecturer Mechanical,
Nominated Faculty
Member


Principal,
U.G.I.E, Rourkela
Principal
UGIE, Rourkela


Collector & District Magistrate, Sundergarh,
Chairman
Governing Body
U.G.I.E, Rourkela