

PARALA MAHARAJA ENGINEERING COLLEGE, BERHAMPUR

7th MEETING OF BOARD OF GOVERNORS(BOG) OF TEQIP-III

Date: 24.11.2019

Time: 10.00 AM

Venue: Conference hall, 2nd Floor, P MEC Berhampur

Minutes

At the start of the Board Meeting Principal has given the following information.

1. Two of our faculties Dr. Chitrasen Samantrai and Dr. Ratnakar Swain have received award for Research on the Foundation day of BPUT.
2. There were 3 research projects with a approved of budget of Rs. 35 Lacs bagged by 3 of our TEQIP Faculties.
3. Mr. Shravan Kumar student of Automobile Engg 2018 Batch has received the Gold Medal for being the University Topper.
4. Dr. Balaji Kumar Choudhury, Dr Raghunandan Swain, Dr. Chitrasen Samantray and Dr. Himadri Sahu have bagged research projects of Higher Education Dept of Odisha Government.
5. The college is now enlisted as institute under "Ek Bharat Shresta Bharat" which is a student exchange program for a month wherein 50 participants would come to the college and visit the nearby villages to study the culture and technical areas of development.
6. Four of our faculties Dr. Ranjan Kumar Swain, Dr. Niranjan Panigrahi, Dr. Bhagadata Panda and Dr. Balaji Kumar Choudhury have been awarded BPUT research projects as Co-PI.

The Board has appreciated these developments and complemented the College for the achievements.

TEQIP/BOG-7/7.1 Confirmation of the minutes of the 6th BOG held on 24th November 2019.

The Minutes of the 6th Bog was accepted as there were no comments were received.

TEQIP/BOG-7/7.2 Action taken on the recommendations made in the minutes of the 6th BOG and review thereof.

TEQIP/BOG-2/2.25 Further Recommendation of BOG to have an eco-friendly campus with own system of solid waste management (both wet and dry), renewable energy systems, rain water harvesting in all the buildings, recycling of water, hot water dish wash and plantation of trees.

Action Taken:

Compost machines (6 nos) with processing capacity of 25 kg/day have been ordered through GeM for total cost of Rs. 14 lacs. The delivery and installation is by 30th of November as indicated by the supplier.

The inauguration of herbal garden in college campus was done with plantation of medicinal plants by the peer team of NBA on 17th November.

The Board appreciated the effort and suggested to plant more medicinal plants.

TEQIP/BOG-4/4.5.4 Setting up of a Centre of Excellence and Research lab on rare earth material at P MEC:

Principal
25/11/2019

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The seminar on Emerging Trends in Rare Earths (ETRE 2019) was organized on 24th November 2019 in IREL Chatrapur with a grand success.

The Board appreciated the effort and suggested to continue the interaction with IREL with a view to establish a R & D Lab towards development of RE based products.

TEQIP/BOG-6/6.4.2 Employability training to first year and final year students

The Board suggested that training should be provided to 1st & 2nd Year students in the area of communication and behavioral skills.

The training has not been possible due to want of time. It is rescheduled in the beginning of even semester in January.

The Board identified that a Language Lab for improvement of communication skills of the students is a very critical part for getting a student job ready in this regard the Language lab needs to be functional at the earliest. Chairman has requested Mr. Kalyan Banerjee to get involved in the training of the 1st year students in communication skills.

TEQIP/BOG-7/7.3 Items for ratification

The expenditure for the quarter II (July-September 2019) placed at Annexure II was ratified by the BoG.

TEQIP/BOG-7/7.4 Items for Reporting

TEQIP/BOG-7/7.4.1 Report of the performance auditor

The Board went through the performance auditor report for the year 2017-18 and 2018-19 and noted and appreciated that the performance score had improved from 2.25 to 1.45.

TEQIP/BOG-7/7.4.2 The report of Statutory Audit for the year 2018-19

The report of Statutory Audit was placed for review. The board has gone through the audit observation's and recent communication from the IT Dept for the late documentation of the TDS and has found that the discrepancies have occurred due to inadequate training of the financial staff of the college and the TEQIP Cell, also suggested that the Tax consultant to be changed as he has not alerted the institute in time.

TEQIP/BOG-7/7.4.3 The report of Internal Audit for the period April-September 2019

The Internal Audit report of April 2019 to Sept 2019 was submitted and there were no serious observation found, and the board was satisfied for the same.

TEQIP/BOG-7/7.4.4 The feedback of the NBA Peer team's exit meeting was placed before the board and the following suggestions/observation's were made

- A weekly visit to all the labs is to be done by the Principal and ensure the proper functioning of the equipments and facilities.
- Chairman informed the BoG that the Govt is keen to establish a Centre of Excellence for downstream products of Rare Earths. Prof. Sachin Patwardhan, prof. IIT Bombay suggested that Prof. J. B. Joshi, Ex Director ICT and presently in Homi Bhaba Research Institute could be approached for his valuable advice in this regard.
- Chairman has stated that NAL had earlier suggested 4-5 areas of research for which necessary action should be taken.
- Prof. Sachin Patwardhan of IIT Bombay suggested that E-yantra lab which has already been setup in more than 350 centers to sensitize research work in

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Robotics and IOT is to be setup in the college and the board has concurred with his suggestion.

- BoG has expressed its displeasure in the way NBA Visit was conducted and lack of preparedness by some of the departments and advised for better preparations in the future.
- In regards to the Observation Made by the NBA team regarding lack of audit of the book of accounts, Principal indicated that the same has been communicated but no action has been taken by the State Govt. So in the interim period the college has been suggested by the board to get an Internal Audit done by approved auditors.
- The Board has suggested to appoint a Doctor on temporary basis in the college and also approach Tata Medical Hospital for a proper tieup.
- Board has suggested to form a 3 membered team comprising Mr. Pravat Mohanty, Dr. Puspanjali Mishra and Mr. J.N Mahakud to take note of all the feedbacks/ suggestions of the students and identify the action to be taken. The Board suggested to Principal to address the issue on priority.
- The board has decided to provide incentive for the faculties who are in charge of Hostels (Inside Campus and Outside Campus) as per the schedule below for better functioning of the hostels:
 - Warden of Hostels - Rs. 2000/-
 - Hostel Superintendent - Rs. 1500/-
 - Asst. Superintendent - Rs. 1000/-
- Principal has informed the board that all the hostels would be completely equipped with Modern equipment's for hygienic cooking and Hot dish washer by end of March 2020.
- Prof. Sachin Patwardhan has stated that there is a need of intensification of interaction between IIT Bombay and PMEC Berhampur for enhancing the research activities.
- The Board has suggested that all the Dept's are to devise a plan of action to overcome the shortcomings indicated by the NBA Peer Team.
- The Board has identified the necessity of supporting staff for which the posts have not yet been created by the Govt. During the interim period until the posts are created by the Govt the work could be outsourced.
- Mr. Ashok Kumar Rath who is holding the position of computer assistant is paid at present Rs. 5200/- which is way below the norms, Board agreed to increase the remuneration to Rs.18000/- pending action from BPUT.

The Meeting ended with thanks to the chair.

Pravat Mohanty
25/11/2019

J.N Mahakud
25/11/2019