

**PROCEEDINGS OF THE 13TH GOVERNING BODY MEETING OF BOSE, CUTTACK
HELD ON 28TH APRIL 2025 AT 3:30 PM IN THE OLD CONFERENCE HALL,
COLLECTORATE, CUTTACK**

The 13th Meeting of the Governing Body of BOSE, Cuttack was convened on the **28th of April, 2025, at 3:30 PM in the Old Conference Hall of the Collectorate, Cuttack.** The meeting was held under the esteemed Chairpersonship of **Shri Dattatrya Bhausaheb Shinde, IAS**, Collector and District Magistrate, Cuttack. The list of members in attendance is annexed herewith as **Annexure-I**.

At the outset, **Dr. H.K. Mohanty, Principal and Member-Convenor** of the Governing Body, extended a cordial welcome to the Chairperson and all the distinguished members present. The Agenda Note was duly circulated among the members prior to the meeting. Each agenda item was thoroughly deliberated upon through active discussion and constructive interaction. Following this, the Governing Body unanimously adopted the resolutions as detailed below:

1. Confirmation of the Proceedings of the 12th Governing Body Meeting held on 21st June 2024.

The proceedings of the 12th Governing Body Meeting, convened on 21st June 2024, were duly circulated among all members vide this office letter No. 2029 dated 11th July, 2024. As no observations or objections were received from any member, the proceedings were deemed to be in order and were accordingly confirmed with the unanimous consent of all

2. Action Taken Report on the Resolutions of the 12th Governing Body Meeting:

The Governing Body was apprised of the action taken on the resolutions adopted in the 12th Governing Body Meeting. A detailed report was placed before the members, and the same was taken up for perusal. The status of implementation of each item is presented below:

Sl. No.	Agenda Item	Decision in the 12th GB Meeting	Action Taken
1	NBA Accreditation Status for Academic Year 2024-25	It was resolved that applications for NBA accreditation be submitted in 2025 for the three additional disciplines: Electronics & Telecommunication Engineering (ETC), Computer Science & Engineering (CSE), and Information Technology (IT).	An expert team from NBA conducted onsite evaluation of the aforementioned disciplines from 13th to 15th December 2024. Accreditation has been granted as per Letter No. 30-46-2015-NBA dated 03-01-2025.
2	Enhancement of Placement Section Hospitality Amount	The hospitality amount per placement drive was increased from ₹1,000 to ₹1,500.	The revised amount has been implemented under the Hospitality Head

			Expenditure, sourced from the PL Development Fund.
3	Approval of Guest Faculties & Laboratory Assistants for Academic Year 2024-25	A proposal for engagement of 69 Guest Faculties was submitted to DTE&T, Odisha. Until approval, regular faculty were to manage academic activities.	Approval was received for 64 Guest Faculties and 9 Laboratory Assistants. Engagement was completed through walk-in interviews, and they are presently discharging academic duties.
4	Engagement of Front Desk Management Personnel	Approval was granted to engage four personnel via open tender, with one funded by the PL Development Fund.	All four positions have been filled, and the designated remuneration for one is being met from the PL Development Fund.
5	Engagement of Contingent Staff	Continuation of one Contingent Clerk-cum-Typist, four Menials, and two Instructors was approved.	A proposal for continued engagement on humanitarian grounds has been submitted to DTE&T, Odisha, to regularize their services.
6	Hiring of Private Vehicles for Official and Academic Purposes	Approved the hiring of private vehicles for official and academic purposes at lower rates than OSRTC.	Vehicles are being hired as required from approved vendors. Expenses are met from the PL Development Fund.
7	Assignment of Hostel Responsibilities to Senior Faculty	In the absence of Hostel Superintendents, hostel responsibilities were assigned to senior faculty on a rotational basis.	Responsibilities have been assigned to Senior Lecturers and Lecturers for both Gents and Ladies Hostels accordingly.
8	Remuneration and Expenses for DIC Spokes Centre	Approval was given for remuneration and material procurement under DIC.	Remuneration is being disbursed from MHRD funds, and material expenses are managed appropriately.
9	Outsourced Personnel Engagement	Approval of 22 outsourced staff including additional four posts.	All approved personnel have been engaged for the FY 2024-25.
10	Remuneration for Hostel DEOs & Caretakers	Enhanced remuneration of Rs.1,000 was approved.	The enhanced remuneration is being disbursed regularly.
11	Institution Garden	Garden in front of the Academic Block to	Estimate requested from IDCO; execution is pending

	Renovation	be revamped by IDCO.	DTE&T's approval and is underway.								
12	Procurement of IT and Infrastructure	Approval was granted for procurement of ACs, desktops, furniture, and water coolers.	Procurement process is ongoing and nearing completion.								
13	Extension and Fresh Tender for Gents Hostel Mess	Approval granted to M/s Rajashree Catering for 3rd Year Hostel; extension given to 1st & 2nd Year vendors until 30-06-2025.	Work orders have been issued accordingly; fresh tender for 1st & 2nd Year hostels is in progress.								
14	Management of Ladies Hostel Mess	Continued management by boarders and caretakers was approved.	The mess is functioning smoothly without any complaints from boarders or guardians.								
15	Remuneration Enhancement for Outsourced Manpower	Approved 25% enhancement based on GAD & PG Dept. Resolution dated 07-03-2024.	Enhanced remuneration is being paid to all outsourced staff with effect from 01-02-2024.								
16	Fresh Tender for Institution Cafeteria	Fresh tender was recommended post expiry of current agreement on 18-08-2024.	Tender floated but cancelled due to ongoing construction by SCB Medical College; will be reinitiated post-completion.								
17	Extension of M/s Dynamic Sentinel Pvt. Ltd. Contract	Extension till 31-07-2025 was proposed.	Extension granted for three months; fresh tender is being prepared.								
18	Millet Outlet/Café on Campus	Approval granted to Bhumika Nari Utpadika Goshthi for Millet Outlet.	The outlet has been established and is operating smoothly with a concessional rate chart.								
19	Distribution of IRG Revenue among Staff	Approved revenue-sharing model for IRG-related work as per DTE&T guidelines. Revenue Distribution Scheme: <table><thead><tr><th>Designation</th><th>Share (%)</th></tr></thead><tbody><tr><td>Principal</td><td>10%</td></tr><tr><td>Cashier/Accountant</td><td>2.5%</td></tr><tr><td>Sr.Lecturer/HoD/IRG Coordinator</td><td>20%</td></tr></tbody></table>	Designation	Share (%)	Principal	10%	Cashier/Accountant	2.5%	Sr.Lecturer/HoD/IRG Coordinator	20%	Rs.4,55,359.00 has been generated till 2024; action initiated for distribution as per the approved share model:
Designation	Share (%)										
Principal	10%										
Cashier/Accountant	2.5%										
Sr.Lecturer/HoD/IRG Coordinator	20%										



		Lecturer/Guest Faculty	50%	
		Lab Assistant/Guest Lab Assistant	15%	
		Lab Attendant	2.5%	

After a detailed discussion, Chairperson of Governing Body pleased to approve the 12th Governing Body meeting action taken report.

3. Institutional Achievement – BOSE, Cuttack during the academic session-2024-2025:

During the meeting, the Member Convenor apprised the committee of the following notable achievements of the Institution for the academic session 2024–25. After detailed deliberation, all members unanimously appreciated the commendable progress and accolades earned by the Institution:

3.1.Ranked No. 1 Polytechnic in Odisha:

The Institution was honoured by the Hon'ble Chief Minister for securing the top position in the Quality Council of India (QCI) rankings, emerging as the No. 1 polytechnic in the state of Odisha. This recognition is a testament to the Institution's unwavering commitment to academic excellence and quality standards.

3.2.Mega Campus Drive – A Record-Breaking Placement Initiative:

A large-scale campus recruitment drive was successfully conducted, attracting participation from 19 esteemed Companies and Industries. As a result, over **1,921 students** from various Polytechnics across Odisha received placement offers- a remarkable milestone in the Institution's placement record.

3.3.Academic Collaboration with NIT Warangal:

A prestigious Memorandum of Understanding (MoU) was recently signed between Bhubanananda Orissa School of Engineering (BOSE), Cuttack and the National Institute of Technology (NIT), Warangal. Under this partnership, NIT Warangal will serve as the Knowledge Partner for the newly introduced Digital Manufacturing program at BOSE, marking a significant step towards advancing technical education and aligning with Industry 4.0 standards.

3.4,Industry Partnership with Mercedes-Benz:

In a significant Industry-academia collaboration, the Institution entered into an MoU with **Mercedes-Benz** to offer a **1-Year Advanced Diploma in Automotive Mechatronics**. This initiative, launched under the CSR program of Mercedes-Benz, aims to provide students with cutting-edge skills aligned with global automotive standards.

3.5.NBA Accreditation:

BOSE, Cuttack has achieved a historic milestone by becoming the first polytechnic in Odisha to receive NBA accreditation for six Diploma Engineering programs. This significant recognition reflects the Institute's unwavering commitment to academic excellence, continuous improvement, and adherence to national quality standards in technical education.

3.6.Highest Placement Record in the State:

The Institution proudly holds the **highest placement record** among all polytechnic Institutions in Odisha, a clear reflection of its proactive approach to student employability, career guidance, and strong industry engagement.

3.7.State Leader in Industry-Driven Training Programme:

Demonstrating a pioneering role in Technical Education, the Institution conducted the **highest number of Industry-driven training programmes** in the State. These initiatives have significantly enhanced students exposure to contemporary technologies and best practices, thereby elevating their technical competencies and job readiness.

4. Seat Matrix of Bhubanananda Orissa School of Engineering (BOSE), Cuttack for the Academic Year 2025–2026

The Governing Body of Bhubanananda Orissa School of Engineering (BOSE), Cuttack, reviewed the branch-wise AICTE-approved seat matrix for the academic session 2025–2026. The members unanimously expressed their satisfaction over the approved intake capacity and accorded their formal approval to the same. The detailed seat distribution, inclusive of TFW (Tuition Fee Waiver) and EWS (Economically Weaker Sections) reservations, is as follows:

Sl. No.	Name of the Branch	AICTE Approved Intake	TFW @ 5%	EWS @ 10%	Total Intake
1	Civil Engineering	120	06	12	138
2	Electrical Engineering	140	07	14	161
3	Mechanical Engineering	90	05	09	104
4	Electronics & Telecommunication Engineering	40	02	04	46
5	Applied Electronics & Instrumentation Engineering	40	02	04	46
6	Automobile Engineering	40	02	04	46
7	Computer Science & Engineering	40	02	04	46
8	Information Technology	20	01	02	23

9	Automation & Robotics	30	01	03	34
10	Mechatronics	30	–	03	33
11	Digital Manufacturing Technology	30	–	03	33
	Total:	620	28	62	710

5. No. of Scholarship sanctioned under Central & State Govt. Schemes including Bikash Educational Trust.

The committee convened to review the detailed statistics of various scholarships awarded to students of Bhubanananda Orissa School of Engineering, Cuttack, during the financial year 2024–2025. After a comprehensive discussion and due consideration, the members unanimously expressed their satisfaction and accorded approval to the data as presented. The branch-wise distribution of scholarship beneficiaries is enumerated below:

Sl. No	Name of the scholarship	No. of students awarded
1	Krishi Vidya Nidhi Yojana	193
2	BOC Scholarship	71
3	Post Matric Scholarship (ST/SC/OBC)	679
4	PRAGATI Scholarship for Girls(National Scholarship)	138
5	Post Matric Scholarship for Minorities	05
6	Post Matric Scholarship for Disability	03
7	Post Matric Scholarship for SAKSHYAM	13
8	Scholarship from BIKASH Trust	104
9	SUDHAKHYA Scholarship for Girls student	521
10	Toppers Scholarship from Students Welfare Fund	70
11	Green passage stipend for Orphan	01
12	Schneider Scholarship for Girls student	08

6. Accreditation Status of newly applied branches and proposal for further Application :

An expert team members from the **National Board of Accreditation (NBA)**, New Delhi conducted an on-site evaluation of this Institution from **13th to 15th December 2024** for the purpose of accrediting 03 (three) newly applied Diploma Engineering programs—**Information Technology, Computer Science & Engineering, and Electronics & Telecommunication Engineering.**

Following a thorough and rigorous assessment by the visiting team, and with the subsequent approval of the competent authority of the NBA, all three aforementioned programs have been **granted accreditation, valid up to 30th June 2027**. Furthermore, the Institution is actively engaged in the meticulous preparation of requisite documentation and fulfillment of compliance norms for the **Civil Engineering** program, with the objective of submitting a fresh application to NBA. The accreditation process is targeted for the **academic session 2025–2026**, in alignment with the NBA's quality assurance framework.

Upon comprehensive deliberation on the matter, the Chairperson expressed deep appreciation and satisfaction over this significant academic achievement, and the Governing Body members unanimously endorsed and approved the developments with high commendation.

7. Review of Academic Performance-Summer 2024 Examination and Action Points.

During the review of branch-wise student performance in the Summer 2024 Examination, the Chairperson of the Governing Body expressed serious concern over the poor pass percentage in the Applied Electronics & Instrumentation Engineering (AE&I) branch, which stood at 28.57%. The Chairperson directed the Principal to carry out a thorough review of the teaching effectiveness and academic contribution of the Guest Faculty engaged in the department. If any deficiencies or lapses are identified, prompt and appropriate remedial measures must be undertaken to uphold academic standards and enhance student performance.

The Chairperson also expressed dissatisfaction with the performance of the Automobile Engineering branch, which recorded a pass percentage of 57.78%. Particular displeasure was conveyed regarding the role and effectiveness of the regular faculty in the department. The Principal was instructed to review the academic engagement, teaching practices, and accountability of the faculty members and initiate corrective action as necessary to improve academic outcomes.

In light of the recent syllabus revision in Automobile Engineering, aligned with current industry trends and technological advancements, the Chairperson stressed the urgency of strengthening industry collaboration. Structured initiatives such as industry visits, faculty and student internships, joint projects, and experiential learning programs must be actively pursued. Both students and faculty members should be fully involved in these efforts to bridge the gap between theory and practice and enhance overall employability.

Sl. No.	Name of the branch	Students appeared in Summer-2024	No. of students passed in Summer-2024	%age of pass
1	Civil Engineering	198	155	78.28
2	Electrical Engg.	169	133	78.70
3	Mechanical Engineering.	151	127	84.11
4	Electronics & Telecommunication Engg.	51	39	76.47
5	Applied Electronics & Instrumentation Engg.	42	12	28.57
6	Automobile Engineering	45	26	57.78
7	Computer Science & Engineering	49	38	77.55
8	Information Technology	25	22	88.00
9	Automation & Robotics	NA	NA	--
10	Mechatronics Engineering	NA	NA	--
11	Digital Manufacturing Tech	NA	NA	--
	Total:	730	552	75.62

8. Placement Highlights for the Year 2024-2025 :

A **substantial number of reputed industries** actively participated in the **campus placement drive** for the academic year **2024–2025**, signifying a growing confidence in the **calibre of students** and the **academic excellence** fostered by this Institution. A notable highlight of this placement season is the **highest package offered**, which stands at **Rs. 4.5 lakhs per annum**, representing a **commendable milestone** in the Institute's placement history. As of **31st March 2025**, a total of **270 students** have successfully secured employment across **diverse industry sectors**, showcasing the strong Industry-Institute Interface and the employability of our diploma holders. Following a comprehensive review of the **placement report**, appended as **Annexure-II**, the committee members **unanimously accorded their approval**, commending the placement cell for its efforts in achieving these significant outcomes.

9. Hosting of Mega Campus Drive–2025 at BOSE, Cuttack :

It is a matter of immense pride and privilege to announce that **Bhubanananda Orissa School of Engineering (BOSE), Cuttack**, a premier technical institution of Odisha with multiple **NBA-accredited diploma programs**, is proudly hosting the **Mega Campus Drive–2025** for diploma students across the State. This **landmark initiative**, envisioned to foster inclusive opportunities and strengthen industry-academia engagement, has been **extended beyond the boundaries of BOSE, Cuttack**, encompassing students from other **Government and Private Diploma Institutions of Odisha**. The initiative reflects the Institute's steadfast commitment to **inclusive growth, regional development, and robust industry collaboration**.

As part of this State-Level recruitment drive, **18 reputed companies** have been invited to participate in the selection process, which **commenced in the first week of April 2025** and is currently ongoing. As of date, a total of **1,921 students** from diverse engineering disciplines have been **shortlisted for placement opportunities** in these esteemed organizations. This extraordinary scale of outreach and participation underscores BOSE Cuttack's **emerging stature as a hub for skill development, employability, and career advancement** in the technical education landscape of Odisha.

Following a detailed review and discussion, all **committee members unanimously appreciated and approved** the remarkable efforts undertaken by the Institution in organizing and executing this mega placement initiative.

10. Request for expediting the Process of Government Land Alienation in Favour of BOSE, Cuttack :

During the course of a detailed discussion on the **expedition of the Government land alienation process** in favour of **Bhubanananda Orissa School of Engineering (BOSE), Cuttack**, the **Chairman** took immediate cognizance of the matter and proactively **contacted the concerned government officials** to facilitate prompt action. He assured the committee that **necessary steps would be undertaken to resolve the issue by the end of May 2025**. Furthermore, the Chairman advised the **Principal** to meet him at the

earliest with **all relevant documents and supporting papers**, so as to enable **expedited intervention and ensure timely resolution** of this long-pending matter in the best interest of the Institution.

11. Approval for Floating Fresh Tender for Manpower Services at BOSE, Cuttack:

As the existing agreement with M/s. Dynamic Sentinel Pvt. Ltd., Bhubaneswar, for the provision of manpower services to this Institution is due to conclude **on 31st July, 2025**, it has been unanimously resolved to initiate the process for inviting fresh tenders. This proactive measure is intended to ensure the seamless and efficient continuation of manpower services without any disruption to the functioning of the Institution.

12. Approval of Guest Faculty and Guest Laboratory Assistants for the Academic Session 2024–25.

Upon thorough deliberation, it is duly noted that the engagement of Guest Faculty and Guest Laboratory Assistants for the Academic Session 2024–25 has been carried out in accordance with the prior approval granted by the Directorate of Technical Education & Training (DTE&T), Odisha, Cuttack.

The composition of the engaged Guest Faculty, in relation to the existing regular faculty strength, has been meticulously aligned with the prescribed norms and guidelines of the All India Council for Technical Education (AICTE). This alignment ensures the uninterrupted and effective conduct of both academic and laboratory sessions throughout the said academic session. In light of the foregoing, the committee members unanimously accord their approval to the engagements made, as duly authorized by the competent authority.

13. Requirement of Guest Faculty and Guest Laboratory Assistants for the Academic Session 2025–26

In light of the prevailing acute shortage of regular faculty members and laboratory assistants, it has become imperative to engage Guest Faculty (GF) and Guest Laboratory Assistants (GLA) for the Academic Session 2025–26, in adherence to the norms prescribed by the All India Council for Technical Education (AICTE). As per the AICTE guidelines, the student–faculty ratio must not exceed 30:1, a benchmark established to uphold the standards of quality instruction and to ensure meaningful academic engagement. In this context, a proposal detailing the requirement for Guest Faculty and Guest Laboratory Assistants, as outlined in the separate table appended below, was placed before the Governing Body and after due deliberation and careful consideration, the Governing Body members unanimously approved the proposed engagement of Guest Faculty and Guest Laboratory Assistants for the said academic session, recognizing it as essential for the smooth and uninterrupted conduct of academic and laboratory activities.



GUEST FACULTY

Sl. No.	Name of the branch	Intake with TFW and supernumerary	No. of teaching faculty required as per AICTE teaching load calculation	No. of regular teaching faculty in position	No. of Guest faculties engaged as per approval of DTE&T, Odisha during 2024-25	No. of Guest Faculty required- 2025-26
1	Civil Engineering	340	15	04	13	11
2	Electrical Engineering	350	18	04	14	14
3	Mechanical Engineering	260	14	08	07	06
4	A.E. & I Engineering	100	05	00	03	05
5	ETC Engineering	100	06	03	02	03
6	Automobile Engineering	100	05	02	01	03
7	Computer Science Engg.	100	05	02	03	03
8	Information Tech.	50	05	03	03	02
9	Automation & Robotics	75	05	00	00	05
10	Digital Manufacturing	38	03	00	00	03
11	Mechatronics`	38	03	00	00	03
12	Workshop		04	00	03	04
13	Humanity & Science Deptt.	713	18	03	15	15
	Total:	2114	106	29	64	77

GUEST LABORATORY ASSISTANTS: 2025-26

Sl. No.	Name of the branch	Intake	No. of minimum Guest Lab. Assistant required.	No. of Lab. Assistant in position	No. of Guest Lab. Assistant engaged during 2024-2025 as per approval of DTE&T, Odisha	No. of Lab. Assistant Required 2025-26
1	Civil Engineering	340	04	00	02	04
2	Electrical Engineering	350	04	01	02	03
3	Mechanical Engineering	260	03	01	01	02
4	A.E. & I Engineering	100	01	00	01	01
5	ETC Engineering	100	02	01	00	01
6	Automobile Engineering	100	02	01	00	01
7	Computer Science Engg.	100	02	01	00	01
8	Information Technology	50	02	00	01	02
9	Automation & Robotics	75	02	00	00	02
10	Humanities & Science	713	03	02	01	01

	Department					
11	Workshop		04	02	01	02
12	Digital Manufacturing	38	01	00	00	01
13	Mechatronics	38	01	00	00	01
	Total:	2263	31	09	09	22

14. Approval of Expenditure Incurred and Probable Expenditure Projection from PL Account

During the 12th Governing Body Meeting convened on 21st June 2024, an estimated expenditure of **Rs. 31,90,000.00** from the PL Account, projected up to 31st March 2025 and categorized across various components, was duly considered and approved, as detailed in **Annexure-II-A**. As of 31st March 2025, an actual expenditure amounting to **Rs. 28,26,567.00** has been incurred under the approved heads, the comprehensive details of which are furnished in **Table-A**.

Following a detailed and critical appraisal of the expenditures presented in **Table-A**, along with the projected expenditure likely to be incurred under various components **up to September 2025, as delineated in Table-B**, the committee members unanimously accorded their approval to the same.

Table-A

1	Development	Amount Incurred
a	Wages to Contingent Menials	8,26,544.00
b	Other Expenses	5,22,270.00
c	Raw - Materials	73,652.00
d	Study Visit	78,628.00
e	Insurance	60,445.00
f	Remuneration to Outsourcing Staff	3,55,521.00
g	Academic Programme	10,500.00
h	Digital Skilling	29,500.00
i	AICRA Fee	23,600.00
j	Campus Beautification	370.00
k	Identity Card	32,842.00
l	Remuneration to Expert	1,000.00
m	Procurement of Battery	4,956.00
n	Procurement of Biometric Machine	23,199.00

	o	Procurement of Acrylic Cover Notice Board	45,229.00
	p	Procurement of Furniture	24,999.00
	q	Campus Interview	7,500.00
	r	Internet & Website	15,418.00
	s	Faculty Training	12,000.00
2	Hostel Contingency		1,14,144.00
3	Maintenance		1,73,502.00
4	Athletics / Game		2,56,302.00
5	Periodical & Journals		11,478.00
6	Cultural		1,02,247.00
7	Internal Exam		20,721.00
	Grand Total- Rs.		28,26,567.00
(Rupees twenty eight lakh twenty six thousand five hundred sixty seven only)			

Table-B

PROJECTED EXPENDITURE TO BE INCURRED UPTO SEPTEMBER,-2025 FROM PL ACCOUNT

1	Development		Amount to be Incurred
	a	Wages to Contingent Menials	8,60,000.00
	b	Other Expenses	7,25,000.00
	c	Raw - Materials	77,000.00
	d	Study Visit	70,000.00
	e	Insurance	65,000.00
	f	Remuneration to Outsourcing Staff	4,10,000.00
	g	Academic Programme	15,000.00
	h	Digital Skilling	30,000.00
	i	AICTE Fee	2,50,000.00
	j	NBA Fee	7,00,000.00
	j	Campus Beautification	5,000.00
	k	Identity Card	35,000.00
	l	Remuneration to Expert	10,000.00



	m	Procurement of Battery	10,000.00
	n	Procurement of Biometric Machine	25,000.00
	o	Procurement of Acrylic Cover Notice Board	50,000.00
	p	Procurement of Furniture	35,000.00
	q	Campus Interview	12,000.00
	r	Internet & Website	25,000.00
	s	Faculty Training	17,000.00
	t	Web Design	5,000.00
2		Hostel Contingency	1,25,000.00
3		Maintenance	1,75,000.00
4		Athletics / Game	2,80,000.00
5		Periodical & Journals	12,000.00
6		Cultural	1,20,000.00
7		Internal Exam	35,000.00
		Grand Total- Rs.	41,78,000.00
		(Rupees forty one lakh seventy eight thousand only)	

15. Approval for Engagement of Contingent Staff and Proposal for Granting Temporary Status

Upon comprehensive deliberation, it has been observed that the Institute has engaged one Contingent Clerk-cum-Typist, four Contingent Menials, and two Contingent Instructors to mitigate the shortfall arising from the inadequate availability of regular staff. The remuneration for these personnel is being met **from the PL Development Fund**.

In view of the prevailing Government of Odisha directive imposing a ban on further engagement of Contingent Staff, it is imperative to underscore that the aforementioned individuals have been rendering dedicated and continuous service to the Institution for a substantial period exceeding twelve years. Taking into account their longstanding contribution and to preclude any potential legal or administrative complications, it has been unanimously resolved that the matter may be referred to the Directorate of Technical Education & Training (DTE&T), Odisha, Cuttack, with a formal request to consider granting them Temporary Status, in recognition of their sustained service and in the interest of Institutional continuity.

16. Proposal for Engagement of Additional Outsourced Personnel for Smooth Functioning of the Institution and Hostels.

The Directorate of Technical Education and Training (DTE&T), Odisha, Cuttack has kindly accorded approval for the engagement of 22 outsourced personnel under the State Budget allotment. However, to further ensure the seamless functioning of the Institution and its Hostels, it is found imperative to engage the following additional outsourced personnel, which constitute the bare minimum requirement:

Front Desk Management – 01 No.

(To manage Training & Placement activities, Scholarships, Website Administration, Internet Services, Biometric Attendance, and other related official tasks.)

Sweeper at Ladies' Hostel – 01 No.

(A Sweeper is presently engaged in the Ladies' Hostel in lieu of the Dresser post under the State Budget provision.)

Library Attendant – 01 No.

(To oversee and efficiently manage the operations of the Library and the Reading Room.)

Gardener – 01 No.

(For the regular maintenance, upkeep, and beautification of the campus environment.)

In light of the above, it is humbly requested that the proposal for the engagement of the aforementioned additional personnel may kindly be considered and approved for the Financial Year 2025–26. **The expenditure towards their remuneration shall be met out of the PL Development Fund, the utilization of which may also kindly be approved.**

17. Approval of remuneration to DEOs and Caretakers for additional DTP and Official responsibilities related to the smooth management of Gents' and Ladies' Hostels.

After due deliberation, the members unanimously acknowledged the additional responsibilities shouldered by the Data Entry Operators and Caretakers engaged in the Gents' and Ladies' Hostels, particularly in relation to DTP work and various official duties essential for the efficient hostel management. It was recalled that the proposal for enhanced monthly remuneration for these designated staff members was initially approved during the 10th Governing Body Meeting held on 17.12.2022. The proposal was reaffirmed and further endorsed during the 12th Governing Body Meeting on 21.06.2024. The enhanced rate of remuneration furnished below:

Designated Staff Members	Works Assigned	Monthly Enhanced Remuneration
DEO for (Gents' Hostel)	Computer-related Data Entry and other official works in the Gents' Hostel	Rs. 1000/- per month
DEO for (Ladies' Hostel)	Computer-related Data Entry and other official works in the Ladies' Hostel	Rs. 1000/- per month
Laboratory Assistant (Electrical)	Caretaker of Ladies' Hostel No. 2	Rs. 1000/- per month
Senior Instructor (Workshop)	Caretaker of Ladies' Hostel No. 3	Rs. 1000/- per month
Laboratory Assistant & Physical Custodian (Gents' Hostel – 2nd Year)	Caretaker of Gents' Hostel	Rs. 1000/- per month

Laboratory Assistant & Physical Custodian (Gents' Hostel – 3rd Year)	Caretaker of Gents' Hostel	Rs. 1000/- per month
Laboratory Assistant & Physical Custodian (Gents' Hostel – 1st Year)	Caretaker of Gents' Hostel	Rs. 1000/- per month

Accordingly, the members resolved to approve the continuation of the enhanced remuneration for the financial year 2025–26 in recognition of their committed service and additional responsibilities.

18. Approval for Hiring of Vehicles for Institutional Requirements :

At present, the institution does not possess any vehicle for institutional activities. However, for the purpose of industrial and study visits, the institute has been hiring private buses, which has been found to be more economical compared to availing services from OSRTC, as per the recommendation of the Internal Committee. The approved conveyance facilities and corresponding rates are as follows:

Sl. No.	Type of Conveyance Facility	Rate Fixed by the Committee	Remarks
1	Non-AC 42/52-seater Bus for travel within 50 KM (to and fro)	Rs.5,500/-	For distances beyond 50 KM, the rate may be enhanced on a pro-rata basis.
2	AC 42/52-seater Bus for travel exceeding 200 KM	Rs.75/- per KM	For distances below 200 KM, rates may be fixed on a pro-rata basis.

For other official engagements, private vehicles (taxi/car) may be hired from the list of approved vendors of SCTE&VT, Odisha or DTE&T, Odisha, Cuttack, as and when necessary. The expenditure incurred for such official conveyance shall be met from the PL Development Fund. The above proposal was thoroughly discussed and duly approved by the members in the Governing Body Meeting.

19 Allocation of additional Hostel duties to Senior Faculty Members – BOSE, Cuttack.

In the absence of sanctioned posts for Hostel Superintendents in Government Polytechnics across Odisha, the responsibility of overseeing the day-to-day functioning of hostels has been entrusted to Senior Lecturers and Lecturers of this Institution, in addition to their regular academic duties. To promote uniformity and ensure equitable distribution of responsibilities, it is hereby proposed that the duties of Hostel Superintendents- both for Gents' and Ladies' Hostels are assigned on a rotational basis for a fixed term of two years.

Specifically, in the case of the Ladies' Hostel, such rotational assignments shall be made exclusively among Senior Lady faculty members. This arrangement has been initiated with effect from the academic session -2024–2025. The above proposal unanimously approved by the Governing Body Members for the academic session 2025-26.

20. Approval of remuneration for staff engaged at the DIC Spokes Centre, BOSE, Cuttack

Bhubanananda Orissa School of Engineering (BOSE), Cuttack holds the distinction of being the first Government Polytechnic in Odisha to host a **Design and Innovation Spokes Centre**, funded by the Ministry of Human Resource Development (MHRD), Government of India, through the Hub Centre at **IIT Bhubaneswar**. This initiative aims to identify, nurture, and promote the inherent design capabilities and innovative potential of diploma students. BOSE, Cuttack has actively participated in the **All India DIC Meets** in the years **2019, 2020, and 2024**, showcasing its commitment to fostering a culture of innovation and creativity among students. To ensure the smooth coordination and effective supervision of the various activities undertaken by the DIC Spokes Centre, it is proposed that **remuneration be provided to staff members** listed in **Annexure-III** who are performing additional responsibilities alongside their regular academic and administrative duties. Furthermore, the expenditure incurred towards the **procurement of raw materials for project development** shall be met from the funds received from the **MHRD, Government of India** under this scheme. After thorough deliberation, the proposal was unanimously approved by the members of the Governing Body.

21. Approval for Continuation of Mess Management of Ladies' Hostel by the Boarders :

During the course of the discussion, it was duly acknowledged that the **Ladies' Hostels of BOSE, Cuttack** have been successfully managed by the boarders themselves since **2013**, under the active involvement and close supervision of both the boarders and the hostel staff. The mess operations, in particular, have been functioning smoothly, efficiently, and with commendable coordination. In light of the seamless operation of the existing system and in the larger interest of the boarders, the Governing Body unanimously approved the continuation of the present boarder-managed system in the Ladies' Hostels as per existing practice.

22. Any other points :

22.1. Maintenance of BOSE Sports Complex at Hadia Patha, Cuttack.

The Sports Complex located at Hadia Patha, Cuttack, has recently been handed over to Bhubanananda Orissa School of Engineering (BOSE) by the Roads & Buildings (R&B) Department. As BOSE currently lacks the specialized expertise and dedicated manpower required for the upkeep of the facility and the safeguarding of valuable Government assets, the Chairman of the Governing Body has proposed that the complex be entrusted to a competent organization. In light of this, it has been suggested that an affiliated body, such as **the Odisha Cricket Association, Cuttack** be considered for the responsibility of maintenance and protection of the premises. To explore this possibility and arrive at a suitable decision, a meeting will shortly be convened with key stakeholders, including Sports Authorities and representatives of various associations. This collaborative approach aims to ensure the proper upkeep, optimal utilization, and long-term preservation of the Government infrastructure entrusted to BOSE, Cuttack.

22.2. Industry Collaboration with the Institute:

With rapid advancements in technology, fostering meaningful collaborations between industry and academia has become essential. These partnerships create hands-on learning environments that equip students with the skills, competencies, and industry exposure needed to meet evolving workforce demands. In this context, the Principal apprised the Hon'ble Chairman of the importance of such synergy and shared insights from his recent visit to the NAMTECH Center of Excellence in Robotics, Mechatronics, and Digital Manufacturing- a pioneering CSR initiative of Arcelor Mittal at IIT Gandhinagar. The center serves as a model for how industry-led training can transform vocational education and enhance employability.

Moved by these insights, the Chairman assured full support and proposed organizing a meeting with leading Industries in Odisha at BOSE, Cuttack to explore collaborative opportunities. The Principal suggested the following Odisha-based industries for potential partnership:

Industries Operating in Odisha

Steel & Metallurgy

AM/NS India – Paradeep, Keonjhar

Tata Steel – Kalinganagar, Joda, Sukinda

JSW Steel – Paradip, Angul

JSPL – Angul

Bhushan Steel (Tata Steel BSL) – Dhenkanal

Rungta Mines Ltd. – Barbil

Aluminium & Non-Ferrous Metals:

NALCO – Angul, Damanjodi.

Vedanta Aluminium – Jharsuguda, Lanjigarh

Hindalco (Aditya Aluminium) – Sambalpur

Power & Energy:

NTPC – Talcher

OPGC – Jharsuguda

GRIDCO & OPTCL – Bhubaneswar

Oil, Gas & Petrochemicals

IOCL Refinery – Paradip

GAIL India Ltd. – Gas networks across Odisha

Infrastructure & Ports

L&T, Mecon Ltd. – Statewide projects

Paradip Port Authority, Adani Dhamra Port – Major logistics hubs

Areas of Collaboration

- Curriculum modernization and skill alignment
- Establishment of Centers of Excellence
- Internships and apprenticeships
- Industry-led training programs and workshops
- Faculty development and placement support

These collaborations will significantly strengthen the academic ecosystem of BOSE, Cuttack, creating a workforce that is highly skilled, employable, and Industry-Ready

The meeting ended with vote of thanks to the Chair.


CHAIRPERSON



Annexure-I

OFFICE OF THE PRINCIPAL
BHUBANANANDA ORISSA SCHOOL OF ENGINEERING, CUTTACK

At. – SCB Medical College Road, Pin-753007, Dist. - Cuttack,
E-mail: principalbose@rediffmail.com, Website: www.bosecuttack.in

ATTENDANCE OF THE 12TH GOVERNING BODY MEMBERS PRESENT IN THE
MEETING HELD ON 28-04-2025 AT 3:30 PM IN THE OLD CONFERENCE HALL,
COLLECTORATE, CUTTACK.

Sl. No	Name and Designation	e-mail id & Mobile No.	Signature
1	Collector & District Magistrate, Cuttack.		
2	<u>Remakanta Lenka</u> Hon'ble MLA, Choudwar-Cuttack/Representative	9437272830	Remakanta Lenka
3	Hon'ble MP, Cuttack/Representative		
4	Dr. H.K. Mohanty, Principal, BOSE, Cuttack	8763104973	
5	<u>SATYANANDA SETHI</u> Representative of DTE&T, Odisha, Cuttack S	9438757733 satyalipi@gmail.com	 28/04/2025
6	Sri R.K. Gupta, RSB Transmission (I) Ltd., Cuttack/Representative		
7	General Manager, CTTC, Bhubaneswar/Representative		
8	District Employment Officer, Cuttack	9438256291	 28/04/2025
9	Supdt. Engineer, R&B Divn-I, Cuttack/Representative	9439298367 Manoj Kumar Behra	 28/04
10	<u>BAISHNU BHUSAN BEHERA</u> General Manager, WATCO, Cuttack/Representative	8908548589 gmwatcoct@gmail.com	 28/04/25
11	Executive Engineer, TPCODL, CDD-I, Ranihat, Cuttack/Representative		
12	Sri S.S. Sahoo, HoD (Mech) & Academic Coordinator, BOSE, Cuttack	9646428774 sreedha.sahoo@gmail.com	 28/04/25

No of Students Placed in different Organisation during-2024-25 of BOSE,Cuttack.

Principal
Bhubanananda Orissa School
Def Engineering, Cuttack

ANNEXURE – II (A)

**APPROVAL OF PROBABLE EXPENDITURE TO BE INCURRED TILL
MARCH – 2025 OUT OF P.L. ACCOUNT**

1		Development	Amount to be Incurred
	a	Wages to Contingent Menials	856000.00
	b	Other Expenses	723000.00
	c	Raw – Materials	75000.00
	d	Study Visit	80000.00
	e	Insurance	65000.00
	f	Remuneration to Outsourcing Staff	400000.00
	g	Academic Programme	12000.00
	h	Digital Skilling	30000.00
	i	AICRA Fee	24000.00
	j	Campus Beautification	5000.00
	k	Identity Card	35000.00
	l	Remuneration to Expert	5000.00
	m	Procurement of Battery	10000.00
	n	Procurement of Biometric Machine	25000.00
	o	Procurement of Acrylic Cover Notice Board	48000.00
	p	Procurement of Furniture	30000.00
	q	Campus Interview	10000.00
	r	Internet & Website	20000.00
	s	Faculty Training	15000.00
	t	Web Design	5000.00
2		Hostel Contg.	120000.00
3		Maintenance	175000.00
4		Athletics/ Game	270000.00
5		Periodical & Journals	12000.00
6		Cultural	110000.00
7		Internal Exam	30000.00
		G. T. Rs.	3190000.00

PRINCIPAL
Bhubanananda Odisha
School of Engineering
Cuttack-7

ANNEXURE-III**DETAILS OF APPROVED DIC SPOKES CENTRE, BOSE, CUTTACK REMUNERATION PER MONTH**

Sl. No.	Name of the Staff Assigned Additional Duty at DIC Spokes Centre	Nature of Duty and Work assigned	Amount of honorarium sanctioned per month (Rs.)
1	Dr. H.K. Mohanty, Principal	Project in-Charge	3000.00
2	Sri S.K. Dutta, Sr.Lect.(Mech.)	Co-Project In-Charge Officer & Internal Technical Consultant	2000.00
3	Sri Sagar Kumar Mohanty, Sr. Instructor(Electrical)	Store Keeper-cum- Physical custodian of Spoke Centre	1000.00
4	Sri Amitav Das, Contg. Menial	Technical Assistant	1000.00
5	Sri Bhimasen Behera, Section Officer	Accountant	1000.00
6	Sri Manas Ranjan Patra, Outsourcing Staff	Data Entry Operator	1000.00
7	Sri Prakash Dehury, Peon	Watch & Ward	500.00
8	Sri Babru Naik, Sweeper	Sweeper	500.00
9	Technical Consultant will be hired from outside as and when required.	Technical Support & guidance	3000.00 (Per Day)

Principal,
BOSE, Cuttack
Bhubanananda Tripathi School
of Engineering, Cuttack