

Academics & Administration ② Mr. K. E. Nishanth
History remained in charge of University

- Exam (5th), RTI and all Exam ③ Mr. Raj. Kishore Sethi (HOD English remained Univ. Affairs)
- Internal Result, P.F. ④ Mr. Chandrashekar Kumar (HOD in charge of Scholarships, Sports, Old Students P.F.)
- Dr. R. C. Pachera - HOD in Dept. in charge of Extra-Curricular, Magazines and NSSD
- ⑤ Mr. P. K. Subramanian (HOD in charge of P.U., V.R., English Curriculum, Real Press for Mrs. G. Indira (Left in Edn) in charge of Library Staff (Common Room, Assisted Exam)
- ⑥ Mrs. M. P. Pachera (HOD in Comm.) Staff Room, Private meeting, Seminars, Parents ⑦ Mrs. S. Srinivas Sundaraj (Left in HOD) - Scouts (University Awareness)
- ⑧ D. Pragasam (Left in Edn) - Students Affairs, Parents, Exam, Seminars, Sports ⑨ Mrs. G. Saravathi (Left in Comm.) - P.R., Welfare, E-Admin (Exam), Parents Cell, NAAC, Short Term Courses, Cell Accounts
- ⑩ Mrs. Khaleeda Pragasam (Left in Comm.) - NAAC Seminars
- ⑪ Dr. Suresh Pattanaik (Left in Zoology), Academics (Science), Girls Dignity Cell, Parents Cell, Students Cell, NAAC, Club members
- ⑫ Mrs. K. Parvathi (Left in Edn) - Meetings, Seminars, Seminars and Conferences, Parent Education
- ⑬ Mr. S. Sethi (Left in Maths) Computer Lab, Parent (Students), Canteen
- ⑭ Mrs. A. S. Srinivas (Left in Zoology) - Sport, Internal Exam & Seminar
- ⑮ Mrs. G. Srinivas (Left in Chem) - Arts, Rapping, Seminars & meetings (Seminar)
- ⑯ Mrs. S. Srinivas (Left in Chem) - PAFS, Seminars, Seminars, Seminars
- ⑰ Mr. S. Srinivas (Left in Chem) - Lab Equipment, Stock and Procurement, etc.
- ⑱ Mrs. S. Srinivas - Ex-Pos, Seminars, Parents & Intra college competitions
- ⑳ J. Ravi (Left in Tech) - Seminars, Intra-College Affairs
- ㉑ A. Pradyumnashankar (Left in Edn) - Science Staff Room, Conferences, Parent Education
- ㉒ Mrs. M. Srinivas (Left in Maths) - Greenways, SC, Safety Affairs, Exam
- ㉓ D. Pragasam (Left in Maths) - Internal Exam, Students

- Mohini's & National day Observations (26) P. K. Saha - Kangri
- Cliff: in Phys? - Seminar, S. Society, Dinning Room (27)
- M. L. Sen's (let-in) (28) - Comp. Lab & Library (28) S.S.
- S. K. Ghosh (let-in Eng) - Extra - Librarian
- M. K. Saha - Library (29) P. K. Saha - Let-in - Police
- Meeting - S. K. Ghosh (30) U. Saha - (New in) (31)
- Interest Club, Environment & Sanitation (32) Mrs. H. Roy
- 1000 of Dem. in Phys? - 100 of 30 - St. Room P. Cell (33)
- M. P. K. Sen - (Dem. in Chem) - Lab. Library - 2 min.
- (34) Mr. D. Mahapatra (let-in in Phys) - Comp. Lab
- SAMS - Admin. Conf. Hall (35) Mrs. S. P. Saha - (let-in admin)
- Seminar, many call & gives dignity (36) Mrs. S. P.
- Nayan - (let-in Eng) - Students Welfare & Parents
- call - Non-teaching staff - (37) S. Saha - (Head class
- Office Record, staff, Account, P. K. Saha (38) S. P. Saha
- Class. Lib. - Library, C.A., Admin. - Rep. - Progress
- Registers & Office documents TV & Patice - Librarian
- Library, Office & Records, Issue & issue (39) P. K. Saha
- (40) - Library, Office & Records (41) P. K. Saha - DEO
- NET, Comp, Hardware, Misc. & etc, Phones.
- SAMS Lab Office (42) J. Saha - (let-in) - Admin. Office
- Office, H.P.E. Unit, Office, Dispatch, Library, Ref. Room
- (43) P. Saha - (let-in) - Staff Office, Room, Medical
- Building, P.W.D., Electricity, Lab. Office, Class Room
- Furniture & Electronics (44) S. Saha - (let-in)
- Guests/Staff, Classroom, Room, (let-in) - (let-in) - (let-in)
- (45) K. C. Saha (let-in) - (let-in) - Security, Trust
- & (let-in) (46) A. Saha - (let-in) - (let-in) - (let-in)
- water, clearing of 1st floor (Old building)
- (47) S. P. Saha - (let-in) - (let-in) - (let-in) & clearing
- of NB - 1st floor (48) S. Saha (let-in) -
- Garden, Lawn, Campus Green.

That regarding departmental (let-in) & Seminar also discussed in the meeting. The Principal stressed upon the departmental Seminar due to which team

visited their year to our college. The departmental (HOD) H.O.D. & also agreed to conduct the seminar.

That Mrs. C.K. Sahas, H.O.D. also demanded for extra common Room, and boys hostel for the college. Mr. P.K. Sahas, Lecturer, Botany also demanded for a mathematics departmental seminar. All extra demanded for A.C. Laboratory in common Room (stair).

In the end Mr. H.K. Lakshmi, H.O.D. gave vote of Thanks and the meeting was concluded.

Kanhu Charan Mishra
(K.L. Mishra)
Secy. State Council

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| 1. Prasant Lamb | 211. Pradyuman Prasad |
| 2. H. Lakshmi Srinivas | 212. Pradyuman Prasad |
| 3. Rajkumar Sethi | 213. Pradyuman Prasad |
| 4. C. K. Sahas | 214. Pradyuman Prasad |
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- 2) Dr. Hattakewar Senapati (Admn. Bursar)
- 3) Raj Krishna Sethi (Acadmic Bursar)
- 4) Chandan Kumar Sahas (Account Bursar)
- 5) Sachindra Sethi (Clerk cum Accountant)
- 6) Urmita Sahas (Demo. in Education)

Budget Committee

- 1) Principal cum Secy as Chairperson
- 2) Chandan Kumar Sahas - Account Bursar as Convenor
- 3) Dr. Hattakewar Senapati
- 4) Raj Krishna Sethi - Asst. Principal
- 5) Malabika Baruah
- 6) Gitanjali Barua - Asst. Principal
- 7) Sachindra Sethi
- 8) Dr. Sarita Pattnaik - Asst. Head - Women's Dept.

At last Mr. Raj Krishna Sethi, HOD, Dept of English gave vote of thanks and the meeting was concluded.

Signatures

- 1) Principal cum Secy 15/11/2019
- 2) Dr. Hattakewar Senapati 15/11/2019
- 3) Chandan Kumar Sahas 15/11/2019
- 4) Raj Krishna Sethi
- 5) Urmita Sahas
- 6) Sachindra Sethi
- 7) Sarita Pattnaik
- 8) Gitanjali Barua
- 9) Malabika Barua
- 10) Raj Krishna Sethi

[Handwritten signature]
15/11/2019

Principal cum Secretary
Dusseindra Mahavidyalaya
College Hill, Sec. 4, Guwahati

Meeting of Development Committee (Construction/Renovations)

54

Date: 14.10.2020

Today as on 14 October, 2020, the meeting of College Construction Committee held today in D-1 Room under chairmanship of Principal. In-charge Secretary Smt. Prashant Pant. The following points were discussed, ~~and~~ approved and resolved.

That the future development of College for session 2020-21 has been discussed. It has been decided that final development plan and guideline shall be done after completion of new admission process this year & revenue addition. The Plan of development shall be made after Budget Committee Meeting.

That Dept. of Higher Education, Govt. of Odisha has sanctioned Rs. 23.00 lakh as 'Fani' cyclone assistance fund to college for repair, renovation work. The fund was pledged to Govt. Agency Bhubaneswar Block (BDO) for utilization vide Govt. Order No. 19518, Dt. 18/10/2020. As per our prioritized renovation works after 'Fani' cyclone and our application of willingness to the BDO, Bhubaneswar the BDO placed the estimate chart to us. So, it has been decided that the work progress under BDO, Bhubaneswar shall be monitored by Smt. Charan Kumar Sahoo, Lect. in Economics and Smt. Sachindra Sethi, Head Clerk and to report to Development Committee time to time.

PTD

At last, Sri Raj Kishore Sethi, Lect. in English tendered vote of thanks to all present in the meeting and the meeting concluded.

signatures of committee members:

1. PRASANT ROUT, Chairman: Prasant Rout
14/10/2020

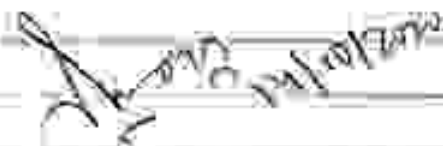
2. DR. HATARESWARI SENAPATI, member: Hatareswari Senapati
14/10/2020

3. RAJ KISHORE SETHI, member: Raj Kishore Sethi

4. CHANDAN KU SATHI, member: Chandan Kumar Sathi

5. URMILA SAHOO, member: Urmila Sahoo

6. SACHINDRA SETHI, member: Sachindra Sethi
14/10/2020



Principal/Cum-Secretary
1000 Mahamandir Fort Degree
College of Sci. & Edu. Patna

Meeting of Budget Committee (2020-21)

25

DE-4.XI.2020

Today, at on 4th November 2020 a Budget Committee was held in A-1 Room under Chairmanship of Principal Smt. Prasant Rout. The following points were discussed in meeting.

It is decided that ~~minimum~~ necessary of Staff Salary for 12 months will be reserved for session 2020-2021 without any financial cutbacks.

Dr. Swate Pathan, Lecturer in Zoology has suggested to enhance the laboratory expenses from 2 lakhs to 3 lakhs.

That without knowledge of last year budget and last year expenditures, the current 2020-2021 budget could not prepare properly. So it is decided that next meeting will be held on 11th Nov 2020 with above requisite documents. Dr. Chandan Kumar Sahoo, Lecturer in Economics and Sachindra Sethi will be facilitated the copy of last year budget and calculation of last year expenditures.

It is also decided that Dr. Hattuleswar Sompoti, Lecturer in Education will provide the previous calculations and requirement for E.P. deposit in Budget 2020-21.

At last Smt. Rajkeshori Sethi, Lecturer in English thanked vote of thanks and meeting concluded.

Signatures of Members

- 1) Prasant Rout, Chairman, Prasant Rout
- 2) Chandan Kumar Sahoo, Convener
- 3) Hattuleswar Sompoti, Lect in Education
- 4) Rajkeshori Sethi, Lect. in English
- 5) Sachindra Sethi, Sachindra Sethi
- 6) Malabika Pradhan
- 7) Gitanjali Batura - Gitanjali Batura
- 8) Dr. Swate Pathan, Swate Pathan
Chandras Kumar Sahoo

Joint Meeting of Budget & Development Committee

52

Dt-15-11-2020

Today on 15th December 2020, the Joint meeting of both Budget and Development Committee has been held under Chairmanship of Principal Sri. Prasant Rout. The following issues were discussed & resolved in the meeting.

That the members of Budget Committee proposed to modify the approved Budget of College for the year 2020-21 due to increased cut in expenditure for COVID-19 fallout and there might be reallocation of funds to different heads like Students Union, Annual Function, Magazines, purchase of computer, library book and part of development. All these cut approximately 10 Lakhs may be diverted to EPP account in single int. deposit.

That the modified Budget of 2020-21 shall be forwarded to Honble President, Co-Ord. Sub-Center, Bhubaneswar for approval and the approved Budget (2020-21) shall be implemented.

That the Development Committee members suggest demand for huge amount to be provided for EPP account. In all, request to deposit the same placewise this year allocating the development allotment earlier session.

That as per some committee for monitoring reparation of Dargah College with NATEC by 2025, it has been resolved that specific Budget allocation should be made from the modified Budget and to be forwarded for Co-Ord. President's approval.

At last Sri. Rajkumar Saha (lect. in English) tendered vote of thanks to all present members and meeting concluded.

Signature of members

- | | |
|-----------------------------|------------------|
| 1) Prasant Rout, Principal | Prasant Rout |
| 2) Dr. Anil Kumar Sennikhal | Hanuman Sannal |
| 3) Raj Kishore Saha | Raj Kishore Saha |
| 4) Chandan Kumar Saha | |

Staff Council Meeting

59

No - 04/23

Date: 31/01/2021

Today or on 30 January 2021, the Staff Council meeting has been held at D-9 Hall with Chairmanship of the Principal Sir A. Raut. All staff present today discussed & resolved following points:

That, Principal Sir A. Raut all a pleasant news that Honble Higher Education Minister, Dr. Anurag Kumar Sahay, Govt of Odisha is coming to our college on Sat Feb. 2021, at 2.00 PM to inaugurate college New Grade 2 Convener Hall built out of K.M.R.F. Bani Asha fund. All present in the meeting expressed their gladness and willingness to cooperate to make the Honble Minister's visit a grand success.

That, As per agreement with the Principal, Honble Higher Education Minister will inspect college starting all college programs and verify the preparedness for coming N.A.A.C. visit next year. As per Govt Policy, the N.A.A.C. Grade 2 visit to all degree colleges in state has been mandated on or by 2023-24. So all staff agreed to work collectively to work out the road map for N.A.A.C. visit.

At last, Secretary, Staff Council, Dr. H. K. Samant presented vote of thanks to all present.

Signature

1. Present Date: Principal, 31-1-2021

2. By Honorable Secretary

Development Committee Meeting

2021-22

08-12-2021

NO-3/22

Today as on 12 Feb 2022, the College Development Committee meeting for current session-2021-22 held today at Principal's chamber. The nominated members to the committee by the Principal cum-Secretary are being convened to this meeting. The HODs of Arts, Commerce & Academic Head of (F) Science stream along with I.C.E. Coordinator, Head Clerk & Librarian are the nominated members of the DC of College with Principal cum-Secy. as Chairman.

The Agenda of Meeting

1. Annual Budget: 2021-22
2. EPF status & planning
3. N.A.A.E. Presentations & Roadmap
4. Enhancement of salary for staff
5. Future development Plan for the college
6. Miscellaneous

Members - Present

1. Principal cum-Secy (Chairman) Present
2. HOD, Education
3. HOD, English
4. HOD, Economics
5. HOD, History
6. HOD, Odia
7. HOD, Home Science
8. HOD, Commerce
9. HOD, Zoology/Academic Head (F) Sci
10. I.G.A.C. Coordinator
11. Head Clerk
12. Librarian



Staff Council Meeting

(17)

No-4/2022

Dt 22 March 2022

Today on 22nd March 2022, an important Staff Council meeting convened by the Principal held at IGate Room to discuss the following points and issues:

1. Odd Semester University Exam. 2022 (5th, 3rd & 1st sem)
2. Document work/Progress in NAAC Preparation
3. Discipline - Institutional & Individual
4. Miscellaneous.



Members Present:

1. Rajesh Kumar Mohanta
2. Anant Kumar
3. Bikash Kumar Das
4. Gyanendra Mishra
5. Udaya Kumar
6. Sunil Kumar
7. Sujata Mohanta
8. Ganga Prasad
9. Sarita Kumar
10. Lakshmi Prasad
11. Ananta Kumar
12. Kanchan Kumar Mishra
13. Chandra Kumar Mishra
14. Ananta Kumar Mishra
15. Ashish Kumar
16. Subhanshu Kumar
17. Madhusudan Kumar

18	23	19	26
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26	30	27	30

18. Sasmita Mishra
19. Adyashree Prasadashini
20. Pratiksha Baruah
21. Anandapriya Das
22. Anshu Khandelwal Das
23. Manjula Lenka
24. Sakshi Nayak
25. ~~Kamini Kumar~~
26. Anjali Das
27. Anshu Das
28. Sachintha Saha
29. Anurag Das
30. Anjali Kumar Singh
31. Anshu Khandelwal Das
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RAJA MADHUSUDAN DEV DEGREE COLLEGE OF SCIENCE & EDUCATION
PATNA, BHUBANESWAR



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ବାର୍ଷିକ ପ୍ରତିଷ୍ଠା



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RAYA, BHUBANESWAR



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