

**MINUTES OF 13TH MANAGING COMMITTEE MEETING HELD ON 23RD SEPTEMBER, 2025 AT 10:00 AM
AT e-LIBRARY, UGMIT, RAYAGADA UNDER THE CHAIRMANSHIP OF COLLECTOR & DISTRICT
MAGISTRATE, RAYAGADA**

The 13th Institute Managing Committee meeting of UGMIT, Rayagada was convened on 23.09.2025 at 10:00 AM at e-Library, UGMIT, Rayagada under the Chairmanship of Collector & District Magistrate, Rayagada.

The list of members present is annexed at **Annexure-I**.

At the outset member convener Principal, UGMIT, Rayagada welcomed the Chairman and all the members including special invitee.

01. Confirmation of the proceedings of 12th IMC meeting held on 29.11.2023.

The minutes of the 12th IMC meeting was circulated among all members vide UGMIT letter No.1980, dated 05.12.2023. Since no comments has been received, the said minutes was confirmed and approved.

02. Action taken on the decisions of 12th IMC meeting.

The action taken report on the decisions of 12th IMC meeting was appraised to the members of the committee as per the following.

2.1 Construction of 2nd floor of existing Girls Hostel.

The progress of renovation and construction of 2nd floor of existing Girls Hostel was appraised before the committee. Considering the progress of work and as per agreement executed by R&B with the concerned Contractor, the complete handover of the construction shall be on or before 03.05.2026. The Authorities of R&B, Rayagada has been requested to monitor the progress as per timeline.

2.2 Renovation of Language Lab, Exclusive answer book evaluation computer centre and video conferencing hall.

Considering the existing workload, the member of the committee on behalf of SE, R&B Division, Rayagada, submitted that the estimates in respect of Renovation of Language Lab, Exclusive answer book evaluation Computer Centre and Video Conferencing Hall shall be submitted after Durga Puja holidays. Accordingly, the same shall be forwarded to DTE&T Odisha for subsequent administrative approval as well as fund provision to execute the assignment.

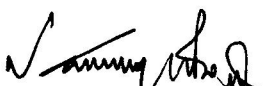
2.3 Provision of required human resource confirming to AICTE requirement and mandate of NBA Accreditation.

In order to satisfy the requirement, SD&TE Department is providing Guest Faculties as per vacant sanctioned strength after due concurrence from Finance Department.

2.4 Initiation of proposal for MoU with OHPC, OPTCL, TATA Power Ltd. and Utkal Alumina International Ltd.

In order to achieve successful implementation of MoU, Chairman, IMC suggested and it was felt essential that obligations of the concerned industries entering into MoUs with the Institute should be framed in a such manner in order to ensure the following.

1. The industry should ensure field visit at least for one week in each Semester at the cost of the Industry.
2. Project work/Practical's to be facilitated by the Industry.
3. Internship, Apprenticeship and placement by the Industry should be ensured.


24/9/25

Besides the Industry should avoid traditional method of operation rather in the cutting edge emerging technologies as per requirement of the Industry. The targeted figure of the number of students in internship/apprenticeship and placement should be ensured by the Industry. Further, Chairman, IMC suggested that GM, DIC shall identify the suitable Industry for which the Institute shall enter into signing of the MoU.

03. Institute Development Plan.

3.1 Dropout of students.

The schedule of school visits of faculties of the Institute to different schools as well as exposure visit of Girls students from different schools to the Institute undertaken during the last three years was appraised to the Committee. It was observed that almost 50% of the total intake became dropout, while appearing the final Semester of exam and most of the dropouts have secured marks in their HSC examination ranging from 35 to 45% and most of them are first generation child.

In order to reduce the number of dropouts, as per suggestions of Principal, it is felt essential that 10 to 20 High Schools shall be identified by the District Education Officer and each High School shall encourage at least 10 No. of above average students having better concept in Math. and Science to pursue Diploma Education. The faculty member of the Institute shall carry out counseling and awareness programme with those identified students in close coordination with concerned Head Masters of High Schools.

After detailed deliberation, the proposal was accepted and approved.

3.2 Quality assurance of Guest Faculties.

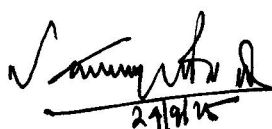
Considering the existing Government policy and financial constraints of Finance Department, Guest Faculties engaged are being remunerated on hourly basis with a ceiling of Rs.22,000/- per month. Besides Guest Faculties engaged are not considered while calculating Student Faculty Ratio(SFR) for obtaining NBA accreditation for different programmes. As a result, the Institute failed twice in the NBA accreditation for Civil Engineering and Electronics and Telecommunication programme during the last two years.

The matter was discussed in detail and it was unanimously decided that each large scale industry in the district, shall sponsor at least one Guest Faculty as per the requirement of the Institute from their CSR activity. In this context, the request letter shall be issued under the signature of Collector & District Magistrate-cum-Chairman, IMC, UGMIT, Rayagada.

3.3 Establishment of Innovation Lab-Activity Based learning to increase the retention of students.

In order to increase the retention of students, it was felt essential to create a holistic environment where students will be engaged in activity based learning and preparation of projects confirming to latest cutting edge technology to develop their hands on training in an Innovation Lab in addition to the existing academic lab practice.

The matter was discussed in detail and as per the suggestion of the Chairman, the module specification of learning kit and tools and equipment aligned with the



requirement of the industry confirming to the latest technology, which in turn shall be useful for administrative and public utility need to be identified by the Principal and accordingly the RFP shall be floated inviting interest participants for the purpose.

3.4 Increase in intake and introduction of new branch.

Decisions of Principals Conference held under the Chairmanship of Commissioner-cum-Secretary, SD&TE Dept. on 23.07.2025 was appraised before the Committee in order to increase the existing intake and introduction of new branches for the Institute as per the following breakup.

Sl. N o.	Branch Name	Intake 2025-26	Proposed increase in Intake during 2026-27	Proposed introduction of New Branch during 2027-28	Proposed introduction of New Branch during 2028-29	Proposed introduction of New Branch during 2029-30
1	Civil Engineering	40	60	-	-	-
2	Electrical Engineering	40	60	-	-	-
3	Electronics & Telecommunication Engineering	30	60	-	-	-
4	Mechanical Engineering	40	60	-	-	-
5	Computer Science & Engineering	0	0	60	-	-
6	Chemical Engineering	-	-	-	60	-
7	Mining Engineering	-	-	-	-	60
Total Intake		150	240	300	360	420

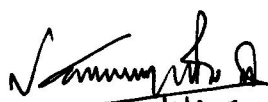
The matter was discussed in detail and after detailed deliberation, the proposal was approved by the Committee. It was also felt essential that the fund provision for enhancement of hostel capacity need to be provided by the Government. Accordingly, R&B, Rayagada shall evaluate the existing foundation of Boys Hostel for its vertical expansion for the 3rd floor.

3.5 Institute Obligation for Community.

In order to spread the existence of the Institute and obligation of the Institute for the Community, it is essential to uplift the livelihood of need based family members through hand holding training in any of the demand driven specialization such as Refrigeration and Air Conditioning.

The objectives of the proposal was discussed and approved by the Committee. Principal, UGMIT shall submit a detailed proposal within one month optimally utilizing the available infrastructure of the Institute for approval of the Chairman, IMC. DWO, Rayagada shall identify and provide interested list of 10 nos. of candidates of 10th dropout in a pilot basis.

3.6 Provision of Institute Vehicle.


29/9/25

Functionality of the existing Girls Hostel at a distance of 2.2 Kms from the Institute was appraised before the Committee. In order to facilitate to and fro transportation of Girls students from the Hostel as well as industrial study visit of students to different industries of nearby districts was discussed. It was also appraised to the Committee that OHPC has provided 41 seated bus to different 22 nos. of new Govt. Polytechnics in Odisha from their CSR fund.

It was decided that proposal shall be initiated under the signature of Chairman, IMC to the Authorities of OHPC for such provision from their CSR fund in order to facilitate the above need of the Institute.

3.7 Provision of Cook & Night Watchman for Girls Hostel.

At present the Girls Hostel mess is being managed by the students in support of the outsourced Lady Attendant and Matron. The proposal of provision of fund for Lady Cook and Night Watchman was discussed in detail. It was suggested that Principal of the Institute shall consult with other GP Principals and ascertain how it is being managed at other Institutions under similar situations. However a detailed proposal shall be initiated indicating the past untoward incident happened in the Boys Hostel and requesting to Government in SD&TE Dept. to sanction one post of Boys Hostel Warden to be managed through Outsourcing Agency.

4. Appraisal of recent activities.

4.1 Admission Status 2025-26:

With the introduction of SUDAKSHYA Scheme for girls, admission of girl students has gone up to 60% during the academic session 2023-24 however the detailed current session admission figure is as below.

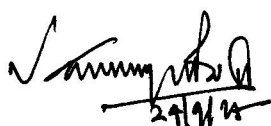
Branch	UR		SC		ST	
	Boys	Girls	Boys	Girls	Boys	Girls
Civil	16	8	6	3	6	3
Electrical	25	7	5	2	5	1
E.T.& C	11	7	5	3	1	4
Mechanical	24	3	10	1	6	-
Total(162)	76	25	26	9	18	8

4.2 Existing Regular Sanctioned Strength/Guest Faculty & Man in Position:

Category	Regular Sanctioned Strength	Regular Man in Position	Regular vacancy	Sanctioned Guest Faculty	Guest Faculty in position	Vacancy in Guest Faculty
Teaching	20	11	09	07	06	1
Teaching Supporting	15	13	02	02	01	1
Office	10	2	08	-	-	-
Total:	45	26	19	09	07	02

4.3 Existing approved Outsourcing personnel and Man in Position.

Category	No of Sanctioned Strength	No in Position
Watchman	3	3
Sweeper	2	2


29/9/24

Attendant	2	2
Matron	1	1
Gardner	2	1
Front Office Management	1	1
Total:	11	10

4.4 Quality Council of India (QCI) Ranking of Diploma Institution:

Considering the instructions of DTE&T, Odisha ranking of diploma institutions was carried out by QCI from 2021. UGMIT secured 349 out of 700 during 2021 and ranked 24th in the State and secured 485 out of 700 and ranked 29th during 2022. For the session 2023 QCI has already conducted their Inspection & Assessment on 06.09.2025 and the Institution is expecting increase in marks and overall rank among all Government Polytechnics.

4.5 National Board of Accreditation (NBA):

Institute applied for NBA Accreditation for the programme Civil Engineering and the team visited the Institute for assessment during 2nd & 3rd February, 2024 and Institute could not succeed in getting Accreditation because of low scoring (559 out of 1000) due to poor student performance and placement. Subsequently the Institute applied for 2nd programme in Electronics & Telecommunication Engineering and the Assessment was conducted from 28th to 30th March, 2025. The Institute improved its performance scoring 612 but the Engineering Evaluation and Accreditation Committee (EEAC) of NBA did not agree with the marks awarded by the Assessment Team and reduced it to 571 with the observation that Student Faculty Ratio (SFR) in the programme was not considered because of Guest Faculties engaged on hourly basis.

4.6 Employability Skill Training Programme:

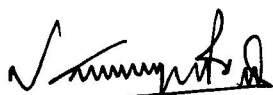
Government in SD&TE Department has engaged one resource person through McMillan for Employability / Life Skill Training programme for 2nd & 3rd year students. Besides in association with Mahindra Pride Class Room the Institute is providing pre placement training programme to Final year students. Centum Foundation in association with Innovation Comes Jointly being funded by Infosys providing pre-placement training to the Girls student.

4.7 Engagement of Guest Faculty(GF) & Guest Lab.Assistant(GLA):

Considering the approval of DTET, Odisha following numbers of GF & GLA have been engaged following due procedure with the approval of Chairman, IMC during the session 2025-26.

GF Engagement :					
Session	Civil	Electrical	ETC	Mechanical	1 st year common
2025-26	01	01	0	02	Phy-1, English-1
Guest Lab.Assistant:					
2025-26	01	-	-	-	-

Fresh Advertisement has been floated for engagement of Guest Faculty in Electronics & Telecommunication and Guest Lab. Assistant in Civil through Walk-in-


29/9/25

Interview scheduled on 25.09.2025 as the empanelled Guest Faculty did not turned up and only one applicant for Guest Lab. Assistant in Civil during last Walk-in-Interview.

4.8 Training & Placement :

In association with Central Placement Cell of DTE&T, Odisha placement of final year students has been achieved as per following details during the session 2022-23 to 2024-25.

Session	Civil	Electrical	ETC	Mechanical	Total
2022-23	02	12	04	03	21
2023-24	00	05	02	10	17
2024-25	00	01	09	07	17

4.9 Establishment of Industry Sponsored Lab:

Schneider Electric India Foundation has established Industry 4.0 Automation Lab. Faculties and Lab. Assistants of the Institute has already been trained and First batch of add on skill training shall be conducted for the 5th Semester Electrical and Electronics & Telecommunication students from the current session. Assessment and Certification shall be made by Schneider Electric India Foundation and subsequently interested students shall be engaged as Apprenticeship Trainee with the support of Schneider Electric India Foundation.

Similarly Ultratech Limited has established their Centre of Excellence for Civil Engineering students to support Technical Seminar and site visit of Civil Engineering students and Mason Training as a part of community service.

Chairman suggested that the live issues of the Industry should be taken up as a project for the 5th & 6th Semester students which should be guided by one of the concerned expert of the relevant industry.

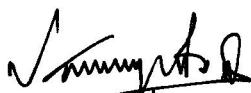
4.10 Transformation of Government ITIs & Govt. Polytechnics as Iconic Institutions:

Government in SD&TE Department vide their Notification No.2561/SDTE, Dated 12.03.2024 has identified UGMIT as one of the Government Polytechnic to be transformed as an Iconic Institution. During subsequent brain storming session held on 15.05.2024 under the Chairmanship of Principal Secretary, SD&TE Department it was decided Electrical Sector as the Centre of Excellence for UGMIT, Rayagada.

4.11 Disposal of Un-serviceable Tools, Equipment, Machineries, Furniture & Govt. Vehicles:

With due approval from DTE&T, Odisha disposal of Un-serviceable Tools, Equipment, Machineries, Scrap etc has been disposed of and the following realised amount has been deposited to Government through Treasury Challan. Accordingly AG, Odisha, Bhubaneswar has been requested to drop AGIR No.1237/2007-08 Part-II- Para-3 – Non disposal of Un-serviceable Articles, Machineries & Equipment and AGIR No.135/2016-17 – Part-II-B Para-6 – Delay in Disposal of Idle / Condemned Vehicle which will be settled during ensuing Triangular Committee Meeting.

Sl.No	Category of Material	Amount realised in Rs.
1	Auction of Material of different departments declared as scrap through MSTC Ltd.	78,926/-


29/9/24

2	E-Waste of different departments through empanelled agency Jagannath E-Waste.	65,000/-
3	Auction of un-serviceable Leather Technology Tools, equipment & Machineries through MSTC Ltd.	1,72,787/-
4	Mahendra Jeep through MSTC Ltd.	60,340/-
5	Mini Bus (Less Transportation of Rs.19000/-) through Empreo Premium- Registered Vehicle Scraping Facility (RVSF),Khurda.	27,228/-
G.Total:Rs.		4,04,281/-

4.12 Generation of Internal Revenue:

The following Internal Revenue Generation has been realised through Civil & Mechanical Engineering Department and hiring of Conference Hall.

Sl No	Particulars	Department	Amount realised in Rs.
01	Tensile Strength, % elongation & bend re-bend test.	Mechanical	7,088/-
2	Cube & Soil Testing	Civil	16,025/-
3	Hiring of Conference Hall	Office	58,500/-
Total: Rs.			81,613/-

4.13 Establishment of Alumni Association.

Considering the observation of NBA Accreditation as well as Quality Council of India (QCI), it was felt essential that contribution of Alumni is essential for the Institute as a Stake Holder for holistic development of the Institute. Accordingly UGMIT Alumni Association has been registered under Societies Act, XXI of 1860 on 13.09.2025 vide Registration No.2764/09/2025.

4.14 Establishment of new and Renovation of existing lab/ infrastructure:

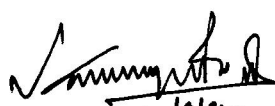
The following Labs have been established / renovated during last one and half years.

1. Refrigeration & Air Conditioning Lab. (Mechanical)
2. Hydraulic Machines & Industrial Fluid Power Lab.(Mechanical).
3. Electrical Machine Lab.(Electrical)
4. PH Lab. (Civil)
5. Construction work practice (CWP) Lab. (Civil)
6. Hydraulics Lab. (Civil)
7. CNC Lab. .(Mechanical)
8. PLC Lab. (ETC & Electrical)
9. Exclusive admission section.
10. Class room/ Labs / Institute Premises / Boys hostel covered under CC Camera Surveillance.

5. Approval of expenditure.

5.1 DTE&T Fund.

Considering the provision of fund provided by DTE&T, Odisha for procurement of tools, equipment, machineries & furniture, the following major expenditure has been incurred out of DTE&T fund conforming to the requirement of the Institute as per


24/9/25

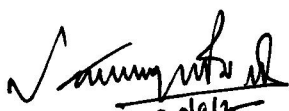
curriculum of different branches prescribed by SCTE&VT, Odisha, Bhubaneswar. Besides for Civil infrastructural development, DTE&T has placed funds with R&B, Rayagada through their Nodal Agency. The Committee approved the expenditure post facto.

Details of Expenditure :	Amount (Rs.)
Supply of Diligent NAFPGA Development & evaluation Board for ETC Department.	18,000/-
Printer & Scanner for E-Library	10,830/-
Installation of Language Guru for Digital Language.	10,030/-
UPS Battery and 10 KVA Inverter	3,30,800/-
White Board	7,200/-
Barcode Printer for E-Library	4,185/-
Multi Printer HP Laser Jet 126A for Officer Use	22,000/-
HP Laser Jet Printer office use	13,980/-
Barcode Label Printer for E-Library	20,332/-
Aadhar Based Biometric 05 nos	1,16,700/-
Computer i5 for Electrical Branch Schneider Lab.	59,389/-
SMF Battery 12V 42 AH Exide 48 nos.	1,92,288/-
Repairing charges of 10 KVA online UPS	23,600/-
Installation of RAC Lab	12,99,000/-
Installation of Electrical Machine Lab-I & II	13,26,149/-
FBC online UPS 3 KVA with Battery	84,979/-
SMC Corporation for Machineries of Hydraulic Machines & Industrial Fluid Power Lab.	22,87,265/-
Physics Lab Equipment	54,150/-
CC Camera with Accessories for Lift for Institute G+4 Building.	17,512/-
Digital Language Lab for I.T. Lab	10,030/-
Purchase of Books	48,314/-
Engineering Mechanics Lab equipment	1,75,540/-
Physics Lab Equipment	76,966/-
Computer for I.T. Lab	1,58,070/-
CC Camera installation in Exam.Sec.	20,460/-
Transfer Training Kit for ETC Branch	2,95,350/-
Fire Safety Equipment	1,49,985/-
Online UPS Battery 16 nos for CAD/CAM Lab.	65,664/-
TOTAL Rs.	68,98,768/-

5.2 PL Development Fund.

The details of expenditure met out of the PL development fund for the Institute and Hostel for developmental activities of the Institute as per the following details was appraised to the members and post facto approval was accorded by the Committee for the expenditure, the details of which are placed at **Annexure-II**.

Cheque No	Date	Amount (Rs)
47313	22.3.2024	1,06,534/-
47312	05.03.2024	2,17,301/-
47311	13.02.2024	50,729/-
47310	19.01.2024	56,140/-
47308	06.01.2024	18,710/-
47309	09.01.2024	13,570/-
47307	30.11.2023	2,36,132/-


29/9/23

47306	20.10.2023	9,400/-
47305	19.10.2023	1,04,509/-
	Sub Total:	8,13,025/-
61812	17.03.2025	1,38,000/-
61811	14.02.2025	69,580/-
61810	09.01.2025	1,48,353/-
61809	09.12.2024	25,995/-
61808	12.11.2024	30,512/-
61807	18.10.2024	53,320/-
61806	03.09.2024	93,128/-
61805	08.08.2024	1,68,421/-
61804	11.06.2024	4,28,633/-
61803	20.05.2024	72,600/-
61802	20.05.2024	30,800/-
61801	16.05.2024	1,27,191/-
	Sub Total	13,86,533/-
57003	04.07.2025	1,45,493/-
57002	06.06.2025	93,605/-
57001	10.05.2025	16,706/-
	Sub Total	2,55,804/-
Grand Total: Rs.		24,55,362/-

5.3 MHRD Fund.

Necessary vetting has been obtained from the concerned organisation (NITTTR, Kolkata). After National competitive bidding, Pneumatic and Hydraulic Trainer Kit & Accessories along with Equipment/Machines and Software for Hydraulic Machines & Industrial Fluid Power Lab for Mechanical Engineering Department was commissioned by M/s SMC Corporation Pvt. Ltd, Noida and M/s Niyo Engineers, Pune after due approval from DTE&T, Odisha, Cuttack. The total expenditure incurred from the MHRD Fund is Rs.49,77,441/-. As per the instructions of Director of Technical Education & Training, Odisha the interest part of the MHRD Fund amount to Rs.39,54,875/- was refunded as unspent balance. Accordingly AG, Odisha, Bhubaneswar has been requested to drop AGIR No.135/2016-17 – Part-II-B (viii) – Non-utilisation of Scheme Fund which will be settled during ensuing Triangular Committee Meeting. The Committee approved the expenditure post facto.

6. Any other point with permission of the Chair.

1. GM, DIC suggested to carry out the possibilities of short term modular courses like Repair and maintenance of electrical home appliances as well as repair and maintenance of two wheelers.
2. Exposure visit of Electrical and Mechanical students to UAIL, Tikiri, Rayagada and Civil students to the Civil construction site of UAIL at Konsariguda.
3. Besides as per suggestions of GM, DIC, the regular practice of EDP Programme shall be conducted for the final year students for their self employment.

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


 CHAIRMAN.
COLLECTOR, RAYAGADA