



Shailabala Women's Autonomous College, Cuttack

Proceedings of the Governing Body Meeting held on 19.05.2025

The Governing Body Meeting of Shailabala Women's Autonomous College, Cuttack, for the session 2024-2025 was convened on 19.05.2025 at 12:00 PM in the Staff Common Room of the College, under the Chairmanship of Er. (Dr.) Pravakar Swain, Chairman of the Governing Body. The following members were present in the meeting:

1. Er. (Dr.) Pravakar Swain, Chairman
2. Prof. (Dr.) Bichitra Pani, Principal (Member Secretary)
3. Prof. (Dr.) Ranjit Kumar Pradhan, State Govt. Nominee- joined through virtual mode
4. Prof. (Dr.) Madhusmita Pati, University Nominee
5. Dr. Ranjan Kumar Bal, Educationist- joined through virtual mode
6. Prof. (Dr.) Jayanta Kumar Parida, Educationist
7. Sri Susanta Kumar Panda, Industrialist- joined through virtual mode
8. Sri. Jiban Ballav Jena, Senior Faculty
9. Dr. Prasanta Kumar Samantaray, Administrative Bursar

Invited members

1. Dr. Biswadas Mohanty, Accounts Bursar
2. Dr. Bandana Pathak, Academic Bursar
3. Dr. Bikash Kumar Das, Legal Bursar
4. Dr. Swapna Sankar Nayak, IQAC Coordinator
5. Dr. Narmada Kumari Parida, Controller of Examinations
6. Dr. Mousumi Pattnaik, NAAC Coordinator
7. Sri Sares Kumar Nayak, Asso. Administrative Bursar
8. Smt. Rituparna Sen, Associate Administrative Bursar
9. Dr. Monalisa Swain, Associate Accounts Bursar
10. Dr. Mamata Jena, Associate Academic Bursar

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1. Chairman, Governing Body to preside over the meeting.
2. Welcome address by the Principal (Member Secretary).
3. Confirmation of the minutes of Governing Body Meeting held on 11.06.2024 to be presented by - Administrative Bursar.
4. Review of action taken appraisal of the previous resolution.
5. Review of Preparation for the online NAAC Peer Team Visit in May 2025, for the 3rd Cycle accreditation of the college
6. Discussion by the Chairman, Governing Body
7. Suggestion(s) if any by the members present in the house.
8. Others matters if any.
9. Vote of thanks by - Associate Administrative Bursar.

At the outset, the Principal and Member Secretary welcomed the Chairman and all the esteemed members, briefed them about the agenda of the meeting and requested the Chairman to preside over the meeting.

1. The Chairman requested the Principal to apprise about the Minutes of the last Governing Body Meeting held on 11.06.2024, along with the Action taken Report which was then presented by the Administrative Bursar and approved with the following suggestions/ recommendations:

In the matter of recording the land in the name of the College, follow up steps to be taken to expedite the work as the file for Land record of Science block is under Board of Revenue and the file for Land record of Arts Block is with the Tahasildar, Sadar, Cuttack.

2. Regarding opening of a Research Centre in the P.G. Department of Economics and Home Science for facilitating PhD Programme, the follow up steps to be taken to expedite the matter with Rama Devi Women's University, Bhubaneswar. Post Graduate courses in Anthropology and Urdu to be opened, and communication in this regard may be made to the State Government

3. Regarding fee hike in the College and Examination, which has been implemented from the session 2024-2025 as per the approval of G. B., care should be taken that the fees

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ected from students be fully utilised for students' different activities and students should get best benefits from the same.

4. Regarding the matters of the 400 seated Shailabala New Hostel, the following steps are to be taken:

- (i) For the provision of Kitchen, Store Room and Cooking apparatus in the aforesaid hostel, the members unanimously decided that a small team comprising Chairman, Governing Body, Principal, One Member from Governing Body and one faculty member chosen by Principal will appraise the Commissioner -cum- Secretary, Department of Higher Education about the proposal made by the College requesting to provide the facilities required for running the hostel smoothly. The proposal may also be discussed with the District Authorities.
- (ii) All the rooms of the Hostel must be prepared with necessary repairs and renovation to accommodate more number of boarders.
- (iii) Boarders of M.S. New Hostel (presently of +3 I yr, II yr and +2 II yr) have to be accommodated in the 400 seated Hostel from the Session 2025-2026, as the former has been declared unsafe by the PWD, R&B Division – I, Cuttack. The reengagement of the staff of M.S New Hostel can be considered and they may be engaged in other hostels or other places as permissible.

5. Regarding the renewal of autonomy of the College, the members decided that the steps to expedite the matter are to be immediately taken soon after Grade of NAAC Accreditation is received.

6. Follow up action for the sanction of grants to fulfil Institutional Development Plan 2024 -2029 submitted to the Government, must be taken.

7. As per the recommendation of the Governing Body members it was decided to enhance the Sitting Allowance for the Chairman and all members of the Governing Body from Rs. 1000/- to Rs. 2000/-. Also, it was decided that as per the UGC guidelines at least two meetings of the Governing Body will be held in every year, to ensure all recommendations made for the welfare of the students and the College are followed up and implemented in due course of time. This must be followed immediately with the commencement of the new academic year 2025-2026 beginning in June 2025.

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The Principal then informed the house that, the 111th Foundation Day of the College was celebrated on 25.03.2025, and the Death Anniversary of Miss Shailabala Das was observed for the first time, on 31.03.2025, both in simple way due to the exigency of ongoing NAAC VPTV preparation. The G.B. members applauded the initiatives but emphasized upon the necessity to organise such occasions in a grand scale by inviting the Hon'ble Chief Minister or Deputy Chief Minister Smt. Prativa Parida, as Chief Guest, in order to motivate the students and staff in order to highlight the rich legacy of the heritage institution.

9. Regarding the proposal to upgrade the status of Shailabala Women's Autonomous College to that of a university, for which the College has submitted all necessary information and current status to the Government, it was decided by the house that, the Governing Body of the College would constitute a Special Committee under the Chairmanship of Er. (Dr.) Pravakar Swain to decide the plan of action, and apprise the proposal to the Hon'ble Chief Minister of Odisha, Deputy Chief Minister, MP, Cuttack, Minister of Higher Education, M.L.A, Barabati Cuttack, requesting them to extend their support to expedite the process.

10. Regarding the impending NAAC Virtual Peer Team Visit for the 3rd Cycle of Accreditation of the College, Dr. Swapna Sankar Nayak, Coordinator, IQAC and Dr. Mousumi Patnaik, Coordinator, NAAC apprise the house about the status of the preparation by the College for the same. The principal also briefed the house that the preparation works are being done on a war footing basis and are expected to be completed before time. The members of the Governing Body suggested to give maximum importance on the following:

- a) Principal's Presentation (PPT)
- b) Interaction of the NAAC Peer Team with the Alumni
- c) Interaction of the NAAC Peer Team with the members of the Governing Body.
- d) Interaction of the NAAC Peer Team with the Students

11. Further, the minutes of the last Academic Council Meeting held on 08.10.2024 was placed before the Governing Body, and after discussion it was unanimously approved by the members. The structure and courses of UG 1st year (NEP 2020) was approved. (Annexure attached: Proceedings of the Academic Council Meeting held on 08.10.2024.)

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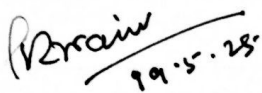
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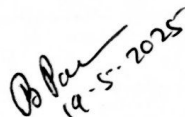
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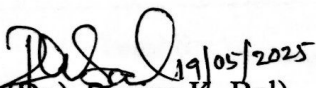
Finally, the Chairman, Er. Dr. Pravakar Swain and other members of the Governing Body, present physically or virtually in the meeting, generously and whole heartedly consented to provide all support and guidance to the College for the NAAC Peer Team Visit.

The meeting then ended with a Vote of Thanks to the Chair and Members.

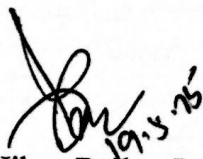

(Dr. Er. Pravakar Swain)
Chairman

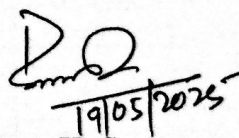

(Prof. (Dr.) Bichitra Pani)
Principal - Member Secretary


(Prof. (Dr.) Madhusmita Pati)
University Nominee


(Prof. (Dr.) Ranjan K. Bal)
Educationist


(Prof. (Dr.) Jayanta K. Parida)
Educationist


(Sri. Jiban Ballav Jena)
Senior Faculty


(Dr. Prasanta K. Samantray)
Administrative Bursar

**Governing Body Meeting for the session 2024 - 2025 of Shailabala Women's
(Auto.) College, Cuttack at 12.00 Noon on Dt.19.05.2025**

Members Present

Sl. No.	Position	Statute Members	Signature
1	Chairman	Er. (Dr.) Prabhakar Swain,	<i>Prabhakar Swain</i> 19.5.25
2	Principal (Ex-Officio Member)	Prof. (Dr.) Bichitra Pani,	<i>B. Pani</i> 19.5.2025
3	UGC Nominee	—	—
4	State Govt. Nominee	Dr. Ranjit Kumar Pradhan	Attended Virtually
5	University Nominee	Prof. (Dr.) Madhusmita Pati	<i>M. Pati</i> 19.5.25
6	Educationist	Prof. (Dr.) Jayanta Kumar Parida	<i>J. Parida</i> 19.5.25
7	Educationist	Dr. Ranjan Kumar Bal	Attended Virtually
8	Industrialist	Sri Susanta Kumar Panda	Attended Virtually
9	Senior Most Faculty	Sri Jiban Ballav Jena	<i>J. Jena</i> 19.5.25
10	Administrative Bursar	Dr. Prasanta Kumar Samantaray	<i>P. Samantaray</i> 19.5.25

INVITED MEMBERS

1	Academic Bursar	Dr. Bandana Pathak	<i>B. Pathak</i> 19.5.25
2	Accounts Bursar	Dr. Biswadas Mohanty	<i>B. Mohanty</i> 19.5.25
3	Legal Bursar	Dr. Bikash Kumar Das	<i>B. Das</i> 19.05.25
4	IQAC Coordinator	Dr. Swapna Sankar Nayak	<i>S. Nayak</i> 19.5.25
5	NAAC Coordinator	Dr. Moushumi Pattnaik	<i>M. Pattnaik</i> 19.05.25
6	Controller of Examinations	Dr. Narmada Kumari Parida	<i>N. Parida</i> 19.5.25
7	Asso. Administrative Bursar	Smt. Rituparna Sen	<i>R. Sen</i> 19.05.2025
8	Asso. Administrative Bursar	Sri Sareesh Kumar Nayak	<i>S. Nayak</i> 19.05.25
9	Members of IQAC	Dr. Priti Pragyan Roy	<i>P. Roy</i> 19.5.25
10	OIC, Library	Dr. Anirudha Kumar Khillar	<i>A. Khillar</i> 19.5.25