

K. K. Polytechnic

Approved by AICTE, New Delhi & Affiliated to Jharkhand University of
Technology, Ranchi

Nero, Govindpur, Dhanbad (Jharkhand)

Date-21-06-2025

(8th BOG Meeting)

Attendance Sheet

S.N	Name	Position in BOG	Occupation/Nature	Attendance Signature
1	Er. Ravi Chaudhary	Chairman BOG	Educationist	Ravi Chaudhary
2	Mrs. Tanuja Chaudhary	Member	Educationist Pre-occupied	Pre-occupied
3	Er. Ravi Shankar Prasad Singh	Member	Educationist	RS
4	Er. Richee Ravi	Member	Educationist	R. Ravi
5	Kumar Saroj Singh	Member	Educationist Pre-occupied.	Pre-occupied
6	Director of Technical Education,(DTE) Government of Jharkhand, India	Member	DTE,Nominee(Department of Higher , Technical Education Government of Jharkhand, Ranchi. (Pre-occupied)	Pre-occupied
7	Jharkhand University of Technology, Ranchi , Nominee	Member	Affiliating University, JUT, Jharkhand, Ranchi. (Pre-occupied)	Pre-occupied
8	Prof. D.R. Somashekar	Member	CEO, KKGI, Dhanbad	
9	Mrs. Ivy Chaudhary	Faculty Representative	Vice Principal, KKP, Dhanbad	Ivy Chaudhary
10	Mr. Ajay Kumar Verma	Faculty Representative	HOD-ME, KKP, Dhanbad	Ajay Kumar Verma
11	Anil Kumar Singh	Parent of Student	Business, Dhanbad Pre-occupied.	Pre-occupied
12	Dr. P.C. Sau	Member Secretary, BOG	Principal, K.K Polytechnic, Dhanbad	P.C. Sau

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KKP/DHN/BOG/2025/08

Date: 20.05.2025

BOG MEETING CIRCULAR

The 8th Meeting of the Board of Governors (BOG) is scheduled to be held on 21st June 2025 (Saturday) at 3:00 PM.

The agenda for the meeting is outlined below. The Minutes of the previous BOG Meeting along with the Action Taken Report (ATR) are enclosed herewith for your kind reference.

All the Hon'ble Members are respectfully requested to attend the meeting without fail.

Agenda

Agenda 1:- Welcome Address

Agenda 2:- Confirmation of Previous BOG Minutes of Meeting.

Agenda 3:- Review of budget utilization for the academic year 2024-25.

Agenda 4:- Approval of newly appointed faculties in the institution (November 2024 to May 2025).

Agenda 5:- Review of NBA work progress.

Agenda 6:- Any other subject with the permission of the Chair.



Member Secretary

Dr. P.C. Sau

Copy to:

- Hon'ble Chairman
- All Concerned Members
- Office Copy

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KKP/DHN/BOG-MOM/2025/08

Date-25-06-2025

Minutes of Meeting

This is Minutes of Meeting for the 8th BOG meeting scheduled on 21/06/2025. (Meeting circular enclosed).

The following members were present:

S.N	Name	Position in BOG	Occupation/Nature
1	Er. Ravi Chaudhary	Chairman BOG	Educationist
2	Mrs. Tanuja Chaudhary	Member	Educationist Preoccupied
3	Er. Ravi Shankar Prasad Singh	Member	Educationist
4	Er. Richee Ravi	Member	Educationist
5	Kumar Saroj Singh	Member	Educationist Preoccupied.
6	Director of Technical Education,(DTE) Government of Jharkhand, India	Member	DTE,Nominee(Departme nt of Higher , Technical Education Government of Jharkhand, Ranchi. (Pre-occupied)
7	Jharkhand University of Technology, Ranchi , Nominee	Member	Affiliating University, JUT, Jharkhand, Ranchi. (Pre-occupied)
8	Prof. D.R. Somashekar	Member	CEO, KKGI, Dhanbad
9	Mrs. Ivy Chaudhary	Faculty Representative	Vice Principal, KKP, Dhanbad
10	Mr. Ajay Kumar Verma	Faculty Representative	HOD-ME, KKP, Dhanbad
11	Anil Kumar Singh	Parent of Student	Business, Dhanbad Preoccupied.
12	Dr. P.C. Sau	Member Secretary, BOG	Principal, K.K Polytechnic, Dhanbad

Agenda 1:- Welcome

- The Secretary, Dr. P.C. Sau extend a warm welcome to all the members of the BOG.
- Secretary requested the Hon'ble Chairman to chair and conduct the proceedings of the meeting.

Agenda 2:- Confirmation of Previous BOG Minutes of Meeting.

- Dr. P.C. Sau presented the previous (7th BOG) MOM to the august body. Briefed the action taken report also. August body approved the MOM.

Agenda 3:- Review of Expenditure for the year 2024-25

The expenditure allocated for Research & Development (R&D) and laboratory facilities is presently inadequate and requires a significant increase. Enhancing this financial support is essential to strengthen ongoing research activities and to upgrade laboratory infrastructure. Improved investment in these areas will not only promote high-quality research work but will also create a more advanced and innovative environment for students and faculty, ultimately contributing to the academic growth and excellence of the institution.

Action Taken:

The Principal and all HODs have been instructed to review and upgrade their laboratories to meet research standards. Faculty members are encouraged to actively contribute to research and publish quality papers in reputed journals to enhance the institution's academic excellence.

Agenda 4:- Approval of newly appointed faculties in the institution (November 2024 to May 2025).

Secretary presented the list of newly recruited faculties in the various departments for the period between January 2025 to May 2025, for the Academic Year 2024-25.

- Chairman advised to select the suitable candidate with right salary & recruit more senior faculty members rather than fresh faculty members.

Action taken:-

It is proposed to give an advertisement in the TOI- Ascent for recruiting the better and senior faculties.

Agenda 5:- Review of NBA work progress.

-NBA- SAR is completed criteria-wise by 90%. The required supporting documents are also in progress and approximately 60% has been completed. Institute registration successfully completed on 03/02/2025. The submission of pre-qualifier is planned on 27th of June 2025 and SAR in the last week of July 2025.

Action Taken Report (ATR):

NBA Self-Assessment Report (SAR) has been completed criteria-wise up to 90%. Preparation and compilation of supporting documents are in progress with 60% completion. Institute registration was successfully completed on 03/02/2025. Pre-Qualifier submission is planned on 27/06/2025 and final SAR submission in the last week of July 2025.

Agenda 6:- Any other subject with the permission of the Chair.

One of the members raised a question regarding the **review** of current food quality in the college canteen and regarding monitoring of raw materials used in cooking.

Action taken:- Principal of the college is advised to send some of the faculty members randomly to check raw materials daily before cooking to avoid stale ingredients and quality of food.

The Meeting concluded with vote of thanks.



Signature
Secretary, BOG



Principal
K K Polytechnic