

# K. K. Polytechnic

Approved by AICTE, New Delhi & Affiliated to Jharkhand University of  
Technology, Ranchi  
Nero, Govindpur, Dhanbad (Jharkhand)

KKP/DHN/BOG/2025/09

Date: 17.12.2025

## BOG MEETING CIRCULAR

The 9th Meeting of the Board of Governors (BOG) is scheduled to be held on 27<sup>th</sup> December 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 quarterly budget for the FY 2025-26.

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

Agenda 5:- Result analysis of the previous academic Year 2024-25.

Agenda 6:- Review of Admission for the Academic Year 2025-26.

Agenda 7:- 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/2025/09

Date-05-01-2026

## Minutes of Meeting

This is Minutes of Meeting for the 9<sup>th</sup> BOG meeting scheduled on 27/12/2025. (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 <b>Preoccupied</b>
3	Er. Ravi Shankar Prasad Singh	Member	Educationist
4	Er. Richee Ravi	Member	Educationist
5	Kumar Saroj Singh	Member	Educationist <b>Preoccupied.</b>
6	Director of Technical Education,(DTE) Government of Jharkhand, India	Member	DTE,Nominee(Departme nt of Higher , Technical Education Government of Jharkhand, Ranchi. <b>(Pre-occupied)</b>
7	Jharkhand University of Technology, Ranchi , Nominee	Member	Affiliating University, JUT, Jharkhand, Ranchi. <b>(Pre-occupied)</b>
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 <b>Preoccupied.</b>
12	Dr. P.C. Sau	Member Secretary, BOG	Principal, K.K Polytechnic, Dhanbad

**Agenda 1:- Welcome**

The Secretary, Dr. P.C. Sau extended 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 (8<sup>th</sup> BOG) MOM to the august body. Briefed the action taken report also. August body approved the MOM.

**Agenda 3:- Review of quarterly budget for the FY 2025-26.**

The proposed quarterly budget for the financial year 2025–26 was thoroughly examined for subsequent proceedings and has been accepted and approved in principle by the Board of Governors.

**Action Taken:** The proposed departmental quarterly budget for the financial year 2025–26 was examined in detail and approved in principle by the Board of Governors. The department has been advised to proceed with implementation as per institutional norms and submit required documents for further approval.

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

The Board discussed the details of faculty appointments made between June 2025 and November 2025, including qualifications, selection procedures, and compliance with institutional norms, to ensure academic quality and regulatory adherence.

**Action Taken:**

After due deliberation, the Board approved the appointments of faculty members made from June 2025 to November 2025. The administration was directed to complete all statutory formalities, update records, and ensure compliance with regulatory and institutional norms.

**Agenda 5:- Result analysis of the previous academic Year 2024-25.**

The Board reviewed the result analysis of the academic year 2024–25, discussing overall performance, pass percentages, trends, and areas of concern, and emphasized measures for academic improvement and enhanced student outcomes.

**Action Taken:**

Based on the result analysis of 2024–25, the Board approved targeted academic interventions, including remedial classes, mentoring, and performance monitoring. Departments were instructed to prepare action plans to address gaps and enhance overall student performance.

**Agenda 6:- Review of Admission for the Academic Year 2025-26.**

The Board reviewed the admission status for the academic year 2025–26, examining intake trends, branch-wise enrollment, and compliance with admission norms. Strategies for improving admissions through outreach, counseling, and timely reporting were also discussed.

**Action Taken:**

The Board acknowledged the admission review for 2025–26 and approved the proposed improvement strategies. The admission committee was instructed to enhance outreach and counseling activities, closely monitor branch-wise intake, ensure strict adherence to admission norms, and submit regular progress reports for effective decision-making.

**Agenda 7:- Any other subject with the permission of the Chair.**

No point has been raised.

The meeting was concluded with the vote of thanks by the member secretary, BOG.



Signature  
Secretary, BOG



Principal  
K K Polytechnic