



Procedure of Selection for Faculty (Teaching & Non- Teaching Staff) for 2020-21

As per the instruction of president G.B. of Remuna Degree College, Remuna, the college has decided to conduct interview for the post of Lect. in Physics (02), Zoology (01), Education (01), Philosophy (01), as PET (01) and Ministerial post (DEO- 01,Clerk-01) which have already been advertised in the daily Newspaper "The Samaj (4-7-20) and The Sambad" 5-7-20. The date of interview is scheduled for the post of Physics 24-07-20, Zoology 04-08-20, Education 5-8-20, Philosophy 6-8-20, PET 7-8-20 and for the Ministerial post 04-08-20 to 14-08-20.

To conduct the tests/interview the subject experts will be communicated in advance and letters will be circulated in time for smooth conduct of the selection process.

The selection procedure for the post of lecturer will be decided on the basis of Viva- Voce, teaching practice and Career Assessment which will be evaluated by the either 3 subject experts or two subject experts with a faculty member of our college as assigned will assist in the interview process. In case of publications maximum 3 publications in UGC approved journals having ISBN No. will be taken into consideration. Each publication Carriers 2 marks and maximum marks is 6, Minimum qualifying marks in career is 15 marks, teaching practice 10 marks and viva- voce 6 marks for the post of lecturers.

The Career Assessment will be made as per the career mark as given below.

Matriculation	+2	+3	P.G.	M. Phil	Ph.D	Publication
1 st Class- 6 marks	1 st Class- 6 marks	1 st Class- 6 marks	55 to 60 - 6 Marks	M.Phil- 6 marks	Ph.D. -10 Marks	3x2 Marks= 6 marks
2 nd class- 5 marks	2 nd class- 5 marks	2 nd class- 5 marks	60 to 75- 7 marks			
3 rd class- 3 marks	3 rd class- 3 marks	General- 3 marks	75 to 85- 9 marks 85 to above - 10 marks			

Total Career Marks 6+6+6+10+6+10+6=50 marks

Total Teaching marks= 30 marks

Via- Voce test Total marks= 20 marks

In this procedure interview will be conducted.

The educational qualification for ministerial post is Graduation with PGDCA or equivalent. The selection will be made on the basis of written test 20 marks, typing practical 20 marks and viva voce 10 marks which will be conducted by an English Expert, three lecturers and an expert having practical knowledge, for the PET only viva-voce test will be conducted and evaluated by an expert with two faculty members of our college. Minimum qualifying mark in practical and written exam. for the post of ministerial staff is 40%.

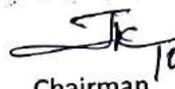
Jk 10/07/2020
Principal/VC Cum - Secretary
Remuna Degree College
Remuna, Balasore

Eligibility

POST	QUALIFICATION	AGE LIMIT
Lecturer	Minimum 55% Mark in P.G.	Maximum 42 Yrs. on 01-01-2020
PET	M.P.Ed.	Maximum 32 Yrs. on 01-01-2020
Clerk & DEO	Graduation with PGDCA	Maximum 32 Yrs. on 01-01-2020

The respective experts will conduct the tests and interviews as required category wise and submit the merit lists to the under signed on completion of tests and interviews of each category for final selection. The panel of lecturers of the college will assist the experts in conducting the tests/ interviews and preparation of merit list during the whole recruitment process.

Signature of the Committee Member


Chairman 10/07/2020
Selection Committee

**Principal /C Cum - Secretary
Remuna Degree College
Remuna, Balasore**

1. Tarilochan Sahu
Lect. in odia
10.07.20
2. Jayanta K. Pradhan
Lect. in History
10.7.20
3. Debendra Das
Lect. in political science
10.7.20
4. Malati Samal, Lect in History
10/7/20
5. Debajyoti Mishra
Lect. in Commerce
10.7.20



Ph: 06782- 224399

REMUNA DEGREE COLLEGE

REMUNA, BALASORE, ODISHA- 756019

ESTD- 1996

NAAC ACCREDITED B++

Web: www.remunadegreecollege.org, E-mail: remunadegreecollege@gmail.com

Letter No.342.....

Ref. No.

Date: 9/7/20.....

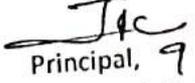
To

Dr. Trilochan Sahu, Lect. in Odia
Mr. Jayanta Ku. Pradhan, Lect. in History
Mr. Debendra Das, Lect. in Political Science
Mrs. Malati Samal, Lect. in History
Dr. Debabijaya Mishra, Lect. in Commerce

Sub: Conduct of interview process.

Sir,

As per our recruitment advertisement No: 339 dt.04.07.20 an Appointment Committee has been formed with you as members. Hence, all the members are requested herewith to schedule the processes of interview i.e. date of interview, dispatch of call letters, other relevant assignments and report the Principal accordingly.


Principal, 9/7/2020
Remuna Degree College
**Principal IC Cum - Secretary
Remuna Degree College
Remuna, Balasore**

Copy to the President, G.B. for information.

OFFICE OF THE SUB-COLLECTOR, BALASORE

No. 2765 /GL. Date 17/6/2020

To

The Principal (I/C), Remuna Degree College, Remuna, Balasore.

Sub: - Engagement of Guest Faculty.

Ref:- Your Letter No. 283/ Date. 27.05.2020

Madam,

With reference to your letter on the subject cited above, I am to say that after careful consideration and examination of the proposal by assessment of the workload subject wise, I am of the opinion that the guest faculties against the following subject may be engaged for smooth functioning of the college for the session 2020-21 by following the established procedure as provided in the Odisha Education Act-1969 and the instruction issued by the Director of Higher Education, Odisha from time to time.

<u>Name of the Subject</u>	<u>No. of guest faculty to be engaged</u>
Education-	1 no. (One)
Philosophy-	2 nos. (Two)
Physics-	2 nos. (Two)
Zoology -	1 no. (One)
P.E.T-	1 no. (One)

It is also seen from your letter under correspondence that you have engaged 13 nos. of guest faculties in different subjects in the session 2019-20 and their services have been terminated in the meanwhile. As far as practicable the terminated faculties may be given priority for engagement of guest faculties against the permitted vacancies without holding the regular process of recruitment. The above engagement for the guest faculties shall be terminated by 30.04.2020 positively. An undertaking from the engaged faculties may be obtained and kept in the college for record. The remuneration of the guest faculties shall be fixed after approval College Budget.

Moreover, as per your proposal 1 (One) Data Entry Operator may be engaged on daily wages basis for computer related work of the College and accordingly your proposal is approved.

Yours faithfully,


17/6/2020
Sub-Collector, Balasore-Cum-
President (GB) Remuna Degree
College, Remuna, Balasore

OFFICE OF THE SUB-COLLECTOR, BALASORE

No. 2915 /GL. Date 30/6/2020

To

The Principal (I/C), Remuna Degree College, Remuna, Balasore.

Sub: - Engagement of Guest Faculty & Clerk.

Ref:- Your Letter No. 308/ Date. 25.06.2020.

Madam,

With reference to your letter on the subject cited above, I am to say that after careful consideration and examination of the proposal for engagement of 13 nos. of Guest faculties in different subjects, I am of the opinion that the 13 nos. of guest faculties may be engaged for smooth functioning of the college for the session 2020-21 by following the established procedure as provided in the Odisha Education Act-1969 and the instruction issued by the Director of Higher Education, Odisha from time to time. The above engagement for the guest faculties shall be terminated by 30.04.2020 positively. An undertaking from the engaged faculties may be obtained and kept in the college for record.

Moreover, as per your proposal 1 (One) Clerk may be engaged on contractual basis for smooth function of office work of the College for the session 2020-21 and accordingly your proposal is approved.

Yours faithfully,


30/06/2020
Sub-Collector, Balasore-Cum-
President (GB) Remuna Degree
College, Remuna, Balasore



☎: (06782) 224395

REMUNA COLLEGE, REMUNA

REMUNA, BALASORE - 756019

Estd. - 1989

Letter No

Ref No. Order No - 397

Date...25.05.09...

To

Ashish Kumar Choudhary.

%o Umakanta Choudhary.

At. Padma Badagan, P.O. - Haladipada.

Dist - Balasore.

The Governing Body of Remuna College, Remuna has been pleased to appoint you as Lecturer in Economics in Remuna College, Remuna, Balasore with consolidated payment subject to approval of D.H.E., Orissa. This appointment is purely temporary and may be terminated at any time. So you are requested to report yourself to the undersigned on or before 01.06.09.

sdf/
Secretary,

Remuna College, Remuna.

1. Copy forwarded to the Principal, Remuna College, Remuna vide letter no 397(3) dt. 25-05-09 for information and necessary action.

2. Copy to personal file.


Secretary,

Remuna College, Remuna.

Secretary
Remuna College Remuna
Balasore



o/c

☎: (06782) 224395

REMUNA COLLEGE, REMUNA

REMUNA, BALASORE - 756019

Estd. - 1989

Letter No. 399(1,2,3)

Ref No.

Date.... 21.4.09

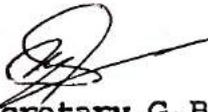
Notice No:

Local Advertisement.

This is to notify that _____ post of Lecturer in Economics, Commerce
Mathematics, English, Chemistry in _____ subject(s)/are
 laying vacant in Remuna College, Remuna as per G.B. meeting and
 Resolution No: 156 (02) Dt. 25.3.09. Interested candidates
 having requisite qualifications as per Govt. guidelines are
 requested to attend the walk-in-interview scheduled to be held
 in the college office at 11.00 A.M. on 4.5.09. They are
 asked to come with all their certificates and marksheets suppo-
 rting their qualifications. No T.A./D.A. will be paid for the
 interview.

Secretary, G.B.,
 Remuna College, Remuna, Balasore.

Copy to the B.D.O., Remuna/Tahasildar, ^{Remuna} Balasore/Secretary, Remuna
 G.P for their information and kind display in the
 Notice Board.


 Secretary, G.B.,
 Remuna College, Remuna, Balasore.
 Balasore

DIRECTORATE OF HIGHER EDUCATION, ODISHA, BHUBANESWAR

OFFICE ORDER No.2G-329-2010-III

51667

DDt

29/12/12

Pursuant to Government in the Department of Higher Education, Odisha, Bhubaneswar Notification No.11913/HE Dated 18.3.2011 and Govt. Letter No.27160/HE, dated 7.11.2012 payment of 40% Block Grant is hereby accorded in favour of 01 no.of Teaching and 02- nos. of Non-teaching staff of Remuna Degree College, Remuna in the District of Balasore with effect from 20.01.2009 as per the details given below, in terms of Odisha (Aided Colleges, Aided Jr. Colleges & Aided Higher Secondary Schools)G.I.A. Order 2008.

Sl No.	Name & Designation of the incumbents with D.O.B.	Pos t field	Date of Joining	Amount of Block Grant to be released w.e.f. 20.01.2009		Re- marks
				Monthly	Yearly	
1	2	3	4	5	6	7
1	Jayanta Kumar Pradhan Lect. in History DOB-28.04.1973	1 st	2.4.1996	5733/-	68796/-	
2	Rajendra Panda Junior Clerk Cum Typist DOB-26.03.1971	1 st	10.11.1993	2690/-	32280/-	
3	Parsuram Pradhan Peon DOB- 14.08.1964	2 nd	01.03.1993	2249/-	26988/-	
Total:				Rs.10,672/-	Rs.128064/-	

01. This approval order for Block Grant is subject to the stipulation under paragraph (15) of Odisha (Non-Govt. Colleges,, Jr. Colleges & Higher Secondary Schools) G.I.A. Order 2008.
02. The list of teaching & non-teaching employees in whose favour Block Grant is released based on the proposal submitted by the G.B. of the concerned college and verified at the level of Nodal Team of F.M. Auto College, Balasore & scrutinized in this Directorate level.
03. If required, on receipt of any allegation regarding any incorrect/ concealed information, the Block Grant so released in this order in favour of the

Meeting No 59.

Date 18/8/18

A staff council meeting is held today at 11.30 am in the Principal's chamber under the chairmanship of the Principal Mrs. Jayanti Nayak. In the presence of the members the following resolutions are passed.

Harendra Das
Sanjay Kumar Behera
Devi Bijaya Moh
Rabindra Nath Parida
Kamalni Aidi
Nabeeda Sultan
Komalisa Zenn
Ashu Kumar Choudh
Fayazul Ku-bakar
Malati Samal
Samal Parus Kan

Resolution No 01: Resolutions of the previous meeting are read and confirmed.

Resolution No 2: The Principal i/c-cum-Secretary Mrs. Jayanti Nayak puts forth a proposal of reconstruction of Purchase Committee of the college. A thorough discussion is made on the issue and the members of the Staff Council resolve and reconstruct the Purchase Committee with names of Convenor and members as following.

PURCHASE COMMITTEE

1. Mrs. Jayanti Nayak, Principal i/c-cum-Secretary - chairperson.
2. Mrs. Sanjay Kumar Behera, Lect. in Botany - Convenor

3. Mr. Jayanta Kumar Pradhan, Lect. in History -
- member.

4. Mr. Rabindra Nath Parida, Lect. in English - Member

Resolution No 03: It is also resolved that as proposed by the Principal i/c - cum - Secretary the Building Committee is reconstructed with names of convenor and members as following:

BUILDING COMMITTEE

1. Mrs. Jayanti Nayak, Principal i/c - cum - Secretary -
- Chairperson.

2. Mrs. Malati Samal, Lect. in History - Convenor

3. Dr. Deba Bijaya Mishra - Lect. in Commerce -
- Member

4. Mr. Sanjay Kumar Behera - Lect. in Botany - Member

: It is also further resolved that as proposed earlier the Purchase Quality Committee is formed as following:

PURCHASE QUALITY COMMITTEE

1. Mrs. Jayanti Nayak - Principal i/c - cum - Secretary -
- Chairperson.

2. Mrs. Monalisa Jena - Lect. in Home Science - Convenor

3. Dr. Deba Bijaya Mishra - Lect. in Commerce -
- Member.

4. Mrs. Malati Samal - Lect. in History - Member.

The convenor of the reconstructed Purchase Committee, Building Committee and newly formed Purchase Quality Committee are requested to take steps for usual functioning of the Committees.

The meeting comes to an end with vote of thanks to the chair.

Jk 18/12/18
Chairperson

PROCEDURE QUALITY COMMITTEE

- 1. Mr. Jagdish Kumar Sharma - Chairperson
 - 2. Mr. Manoj Kumar Sharma - Member
 - 3. Mr. Anil Kumar Sharma - Member
 - 4. Mr. Mohit Kumar Sharma - Member
- The members of the committee are requested to attend the meeting on the above mentioned dates and time.



Date - 28.06.19

A meeting of the Sexual Harassment and Redressal Cell of Remuna Degree College is held today at 10AM in the Staff Common Room. The following members are present in the meeting.

1. Mrs. Jayanti Nayak, Principal i/c - cum - chairperson
2. Dr. Manasi Mishra, Convenor Manasi Mishra
3. Dr. Debabijay Mishra, Lect. in Commerce. D B B B B
4. Mrs. Puspita Sahu, Lect. in Education. Puspita Sahu.
5. Mr. Kamal Lochan Mohapatra, Lect. in Chemistry. K. L. Mohapatra

The principal i/c - cum - chairman of the cell presides over the meeting and the following resolutions are passed:

Resolutions of the previous meeting are read and confirmed.

Resolution - No 1:

The cell unanimously resolves to create and maintain a community in which students, lecturers and non-teaching staff ~~are~~ can work together in an environment free of violence, sexual harassment and discrimination on the basis of sex/gender or amongst the same sex members. The members are assured that the college is strongly in support of gender equality and opposes any form of gender discrimination and violence.

Resolution no 2:

The cell also unanimously resolves to take action against unwelcome sexual advances and/or verbal, non-verbal, or physical conduct of a sexual nature made, either explicitly

or implicitly, in return for a term or condition of teaching or guidance to any student by any faculty.

The meeting comes to an end with a vote of thanks to the chair.

Principal ^{1/28/06/19} - Gum Chairman



Meeting No - 06

Date - 18 Feb 2020

An Anti-Ragging Committee meeting was held at 3pm on 18th February, 2020 in the Principal's chamber under the chairmanship of the following members attended the meeting:

- 1/ Mrs. Jayanti Nayak, Principal - chairperson.
- 2/ Dr. Manasi Mishra, Convenor - Lect in odia - Manasi Mishra
- 3/ Mr. Rabindra Nath Parida - Lect. in English, member.
- 4/ Mrs. Puspita Sahu, Lect in Education, member.
- 5/ Mrs. Khushi Shree Padhi, Lect in philosophy, member.

Item No 01 - Discussion of the minutes of the previous meeting.

Resolution No 01 -

The convenor welcomed the members of the committee and began with reading out the minutes of the previous meeting. The minutes of the meeting held on 25th October, 2019 were confirmed.

Item No 02: Matters related to any complaints received from the campus.

Resolution No 02 -

It was reported that due to strict vigilance and constant supervision, there were no ragging issues in the campus. The principal thanked all members for initiating measures on strict vigilance by patrolling in turn across the campus during class hours. Dr. Manasi Mishra endorsed that regular patrolling in the

campus revealed that there exists a very friendly environment in the campus. The first semester students were well received by their seniors and they shared their views on supportive seniors encouraging them to participate in events. The chairperson congratulated the committee members for the effective functioning of the committee by creating a congenial atmosphere towards prevention of ragging in the campus.

The meeting ended with the convenor proposing the vote of thanks.

J. N. 18/02/20
Chairperson



Meeting No. 48

Dt: 17.6.18

A meeting of Purchase Committee held today at 4pm in the Staff Common Room under the Chairmanship of Principal Mrs. Jayanti Nayak and following members are present.

Sanjay Kumar Behera
Ashwin Kumar Choudhary
17/6/18

Malati Samal
Deb. Bijaya Mishra

Resolution No 01:

The resolutions of previous meeting are read and confirmed.

Resolution No 02:

As per requirement of practical apparatus for Science laboratories and smooth functioning of practical teaching, the apparatus need to be purchased. It is further resolved that new books are to be bought for the library as per the advice of Library Committee. So it is unanimously resolved and recommended to the principal to make quotation tentatively on 30.7.18.

Resolution No. 03:

It is resolved that to open the quotation a committee is formed including Purchase Committee and the convener as well as members of the Committee.

are:

1. Sanjay Kumar Behera, Lect. in Botany, Convener
2. Debendra Das, Lect. in Pol. Sc., Member
3. Ashis Kumar Choudhary, Lecturer in Economics, member.
4. Dr. Debabijaya Mishra, Lecturer in Commerce, member.
5. Mrs. Malati Samal, Lecturer in History, member.

The meeting comes to an end with vote of
thanks to the Chair.

Jk
17/06/18

Chair person



Meeting No: 27

Date: 15.05.21

An Administrative Committee meeting will be held on 15th May 2021 at 11 A.M. in the IQAC room Mrs. Jayanti Nayak, Principal preside over the meeting. The following members are present:

1. Mr. Tailochan Sahu, convenor Tailochan Sahu.
2. Mr. Jayanta Ku. Pradhan, member Jayanta Ku Pradhan
3. Mr. Debendra Das, member Debendra Das
4. Mrs. Malati Samal, member Malati Samal
5. Mr. Sanjay Ku. Behera, member Sanjay Kumar Behera
6. Mr. Rajendra Panda, member Rajendra Panda
7. Mr. Ashish Ku. Choudhury, Inviting member Ashish Kumar Choudhury

Resolution No: 01

Resolution of the previous meeting were read and confirmed.

Resolution No: 02

Increase of students Admission fee for the academic session 2021-22.

The Accounts Buxsar Mr. D. B. Das, Lect. in Political Science has submitted the Budget for the academic session 2021-22 and proposed that there is a short-fall of fund due to increasing expenditure for the maintenance of college i.e., Staff salary, maintenance of Infrastructure, Electricity etc. So for the smooth function of college there is the need for more fund which can only be met by rising the students admission fee for the session 2021-22 which is the only source of income of the college. The point was discussed in detail & hike of admission fee is unanimously accepted by the committee as under:-

Stream	Previous Admission fee	Present Enhancement Propose Admission fee.
Arts	Rs. 3,600.00	Rs. 4,700.00
Science	Rs. 5,100.00	Rs. 7,000.00
Commerce	Rs. 3,600.00	Rs. 4,700.00

The Committee requested the Principal I/C-cum Secretary to take further necessary action for the implantation of proposal from the coming session.



Resolution No - 03

Appointment of Faculties:

The Administrative Bureau proposed that the academic session 2021-22 will be started from 1st June 2021 and for smooth-function academic session there is the need of renewal of appointment of Guest Faculties those who were appointed since previous academic session which is to be based on their previous year performance. The proposal was discussed among the members in details & recommended the renewal of the Guest Faculties for the academic session on the basis of their previous performance as under.

Name of the Guest Faculty:

1. Miss Runu Sahu, Lect. in zoology
2. Mr. Gopal Chandra Das, Lect. in zoology
3. Miss. Namrata Singh, Lect. in zoology
4. Mr. Bikram Ku. Tena, Lect. in Physics
5. Mr. Debajyoti Panda, Lect. in Physics
6. Mr. Sumit Dey, Lect. in Physics
7. Miss. Snehasani Deygswami, Lect. in Chemistry
8. Mr. Janardan Hati, Lect. in Chemistry
9. Mrs. Anjana Das, Lect. in Botany
10. Mrs. Rasmita Bhuyan, Lect. in Botany
11. Mrs. Sasmita Ray, Lect. in Mathematics
12. Mr. Gopinath Das, Lect. in Mathematics.
13. Miss Rashmirekha Mallick, Lect. in commerce
14. Mrs. snatagnitashree Dhissamanta, Lect. in Philosophy
15. Mr. Chiranjib Das, Lect. in Computer Science
16. Miss. Subhalina Behera, Lect. in Home Science
17. Mrs. Rajalaxmi Kar, Lect. in Sanskrit
18. Mrs. Amrutajyoti Mohanty, Lect. in Education

CLERK:

1. Mr. Amit Kumar Mohapatra, Clerk
2. Miss. Ankita Biswal, DEO

The renewal of above mentioned guest faculties names are unanimously accepted & request the Principal I/s



cum Secretary for further necessary action.

Resolution No: 04

The convenor administrative committee proposed that there is the need of four members of computers to conduct practical for the department of Physics, Chemistry, Botany & zoology. The point was discussed and found genuine by the members & was accepted unanimously to procurement of 04 nos of computers for smooth conduct of practical in the above department.

As there was no other point for discussion the meeting was ended with vote of thanks to the chair.

J. S. S. S.
Chairperson.