

INSTITUTE OF MANAGEMENT & INFORMATION TECHNOLOGY, CUTTACK
Minutes of the meeting of the Academic and Administrative Committee held on 31.08.2023 11 AM

Members Present:

- | | | |
|---|---|--------------|
| 1. Prof. (Dr.) M. R. Kabat – Principal | - | Chairman |
| 2. Dr. S. K. Jayasingh – HOD, CSE & MBA | - | Member |
| 3. A. K. Swain – Tech. Asst. | - | Member |
| 4. A. K. Sitha – Programmer | - | Member |
| 5. S. P Swain – Supdt., Boys hostel | - | Spl. Invitee |
| 6. S. Swain – Supdt., Ladies Hostel | - | Spl. Invitee |

At the outset, the Principal welcomed the members of AAC and the following items were discussed.

1. Regarding International Conference

- a. The proposal of HOD, CSE for organizing the international conference on Cutting Edge Technology in Computing, Communications and Intelligence – (ICCTCCI – 2024) on 23rd and 24th March 2024 is considered. It is recommended to give Rs 2,00,000/- (Rupees Two Lakh only) from the student activity funds collected in the FY 2022-23 (Ref. AAC held on 25.11.2022). The balance expenditure will be met from the registration fee collected from the paper presenters and participants of the conference/ and sponsorship.
- b. One Bank account will be opened in the name of the Conference which will be jointly operated by Principal and the Convenor of the conference, Dr. S. K. Jayasingh.

2. Regarding Diamond Jubilee Celebration

To commemorate the completion of 60 years of IMIT, Cuttack, it is proposed to organize diamond jubilee tentatively on 15th and 16th December 2023 for which Rs 2,50,000/- (Rupees Two Lakh Fifty Thousand only) will be given from the student activity funds collected in the FY 2022-23 (Ref. AAC held on 25.11.2022).

3. Regarding Hostel

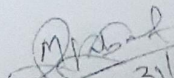
- a. The fee structure **per year** is defined as follows

Sl. No.	Description	Amount (1 st year admission for all)	Amount (2 nd year MBA/M.Tech admission)	Amount (2 nd year MCA admission for one semester only)	Amount (4 th Sem MBA) 2022-23 batch
A	B	C	D	E	F
1	Seat Rent	8000	8000	5000	3000
2	Development Fee	2000	NA	NA	NA
3	Caution Money	1000(Refundable)	NA	NA	NA
4	Electricity Charges	3600	3600	1800	750
5	Common Room Charges	200	200	100	100
6	Mess Advance	15000	15000	15000	As per actual
Total		29,800	26,800	21,900	3,850

- b. It is decided to float fresh tender for catering service.
- c. It is recommended to charge Rs.3850 for the 4th semester MBA students of 2022-23, mentioned in column F for both Boys' and Ladies Hostel.

The meeting was over at 12 Noon with vote of thanks to the Chair.

(A. K. Swain) (A. K. Sitha) (S. P. Swain) (S. Swain) (Dr. S. K. Jayasingh)


31/8/2023
(Principal)