

DEEN DAYAL UPADHYAYA COLLEGE

(UNIVERSITY OF DELHI)
Sector-3, Dwarka, New Delhi-110078.

MINUTES OF THE GOVERNING BODY MEETING HELD ON WEDNESDAY, THE 14th October, 2016 AT 3:00 p.m.

A meeting of the Governing Body was held on Friday the 14th October, 2016 at 3 :00 p.m. in the College premises. The following members were present:

- 1) Mr. R.N. Vats - Chairman
- 2) Mr. Rajeev Kumar Tiwari
- 3) Prof. (Ms.) Kusum Sharma
- 4) Mr. Rajinder Kr. Goel
- 5) Mr. V.K. Jain
- 6) Dr. S.K. Garg (Principal & Member Secretary)
- 7) Mr. Krishanveer, Special Invitee (rep. of staff, other than teachers)

The agenda for the meeting was taken up ad seriatim:

1.
 - a) **Confirmation of the Minutes:** The minutes of the Governing Body meeting held on 13th July, 2016 were confirmed.
 - b) **Action taken on Minutes:** Appropriate action was taken wherever required.
 - c) **Matters arising out of Minutes :** Ref. Res.No. 4 ; Dr. Sanjay Kumar proceeded on Sabbatical Leave w.e.f. 21.7.2016 instead of 20.7.2016.
2. **The following action taken by the Chairman, Governing Body under his emergency powers were reported and recorded :**
 - i) approving the Maternity Leave for 180 days w.e.f. 21.7.2016 upto 16.1.2017 to Dr. Reeta Kumari, Assistant Professor in Botany and permitting appointment of a substitute.
 - ii) permitting appointment of an Estate Officer for taking charge of the building and liaising with the PWD engineers for the maintenance of the building and a Light and Sound Engineer for running the light & sound system of the Auditorium, initially on deputation/contractual basis. The Governing Body further added that outsourcing, if needed, may also be done.
Note: For permanent creation of both the posts a letter has been written to Directorate of Higher Education, GNCT of Delhi on 26.07.2016.
 - iii) approving the engagement of 21 additional security guards and a supervisor for the new campus from the security agency i.e. M/s. Parkland Security and Allied Services and also the additional expenditure of Rs. 5,00,000/- per month (approx.) to be met out of Maintenance Grant Account till such time new agency is engaged.
 - iv) approving the deployment of three Security Guards in the old campus at Karampura, from 1.8.2016 till 30.9.2016 or till the time, old college campus is handed over to Ambedkar University Delhi, whichever is earlier, for safety of equipment/items lying there.

- v) approving the recommendations of the committee (constituted to identify and recommend a suitable agency for Security Services vide Res. No. 2 (vii) of its meeting held on 14.5.2016) for appointment of M/s. Jagan Deep Sandhu Security Agency (No. 3667) whose name was sponsored by Directorate General of Resettlement (DGR) at the rates notified by DGR from time to time which are at present Rs. 23,343.84 per Security Guard & Rs. 29,891.94 per month, for Supervisor, for a period of two years (initially for one year w.e.f. 1.10.2016 extendable to another year subject to satisfactory performance). 21 Guards and one supervisor have been deployed and deployment of seven guards for Hostels has been kept in abeyance till the time, the Hostels are occupied.

3. The following action taken by the Principal were reported, recorded and confirmed :

- i) appointment of the following as Assistant Professor on adhoc basis for the period not beyond 120 days with effect from the date of joining mentioned against each :

<u>S.No.</u>	<u>Name</u>	<u>Cat.</u>	<u>Subject</u>	<u>Date of Joining</u>
1)	Dr. Sandeep Kumar	SC	Botany	20.7.2016 (F/N)
2)	Ms. Geeta Devi	ST	Botany	20.7.2016 (F/N)
3)	Ms. Deepti Sehgal	UR	Commerce	20.7.2016 (F/N)
4)	Ms. Aarti Verma	OBC	Commerce	20.7.2016 (F/N)
5)	Dr. Meghna Aggarwal	UR	Commerce	20.7.2016 (F/N)
6)	Ms. Divya Kundra	UR	Comp.Sc.	20.7.2016 (F/N)
7)	Ms. Trasha Gupta	UR	Comp.Sc.	20.7.2016 (F/N)
8)	Ms. Preeti	OBC	Comp.Sc.	20.7.2016 (F/N)
9)	Mr. Ankit Rajpal	UR	Comp.Sc.	20.7.2016 (F/N)
10)	Mr. Sanjeet Kumar	OBC	Comp.Sc.	20.7.2016 (F/N)
11)	Ms. Vaishali Kapoor	UR	Economics	20.7.2016 (F/N)
12)	Ms. Neha	UR	Electronics	20.7.2016 (F/N)
13)	Mr. Naveen Kumar	SC	Electronics	20.7.2016 (F/N)
14)	Mr. Ajit Singh	OBC	Electronics	20.7.2016 (F/N)
15)	Ms. Vandana Sharma	UR	Env.Studies	20.7.2016 (F/N)
16)	Mr. Pramod Kumar	OBC	Env. Studies	20.7.2016 (F/N)
17)	Ms. Rashmi Gupta	UR	Mathematics	20.7.2016 (F/N)
18)	Mr. Rohit Kumar	SC	Mathematics	20.7.2016 (F/N)
19)	Dr. Kamlesh Kumari	SC	Zoology	20.7.2016 (F/N)
20)	Ms. Anubhuti Yadav	OBC	Commerce	3.8.2016 (F/N)
21)	Dr. Ritu Saluja	UR	English	3.8.2016 (F/N)
22)	Ms Inakshi	UR	Mgmt.Studies	3.8.2016 (F/N)
23)	Mr. Amol Nerkar	OBC	Commerce	3.8.2016 (A/N)
24)	Ms. Akanksha Gupta	UR	Chemistry	4.8.2016 (F/N)
25)	Ms. Jyoti Yadav	OBC	Commerce	4.8.2016 (F/N)
26)	Dr. Rinki Sharma	UR	Electronics	4.8.2016 (F/N)
27)	Ms. Sonal Singh	UR	Electronics	4.8.2016 (F/N)
28)	Mr. Dinesh Kumar	UR	Mathematics	4.8.2016 (F/N)
29)	Mr. Vinod Kumar	OBC	Mathematics	4.8.2016 (A/N)
30)	Dr. Manish Sharma	UR	Zoology	4.8.2016 (A/N)
31)	Dr. Nutan Pandey	UR	History	4.8.2016 (F/N)
32)	Mr. Arun Kumar Gautam	SC	Comp.Sc.	9.8.2016 (F/N)
33)	Mr. Raj Kumar Sharma	UR	Comp.Sc.	9.8.2016 (F/N)

- ii) appointment of the following as Assistant Professor on adhoc basis for a period not beyond 120 days w.e.f. the date mentioned against each :

<u>S.No.</u>	<u>Name</u>	<u>Cat.</u>	<u>Subject</u>	<u>Date of Joining</u>
1)	Ms. Reena Yadav	OBC	Commerce	8.9.2016 (F/N)
2)	Ms. Gurpreet Kaur	OBC	English	19.9.2016 (F/N)
3)	Ms. Pooja Pal	OBC	Electronics	12.9.2016 (F/N)

- iii) appointment of Mr. Arun Kumar as Assistant Professor in Chemistry under SC category on adhoc basis w.e.f. 4.8.2016 (F/N) upto 30.11.2016 against the Leave Vacancy of Dr. Jyoti.

- iv) appointment of Mr. Amit Kant Awasthi as Assistant Professor in Zoology under UR category on adhoc basis w.e.f. 4.8.2016 (A/N) upto 23.9.2016 against the Leave Vacancy of Dr. Shailly Anand.

- v) appointment of Dr. Salam Sonia Devi as Assistant Professor in Botany under SC category on adhoc basis w.e.f. 7.9.2016 (F/N) upto 11.11.2016 against the Leave Vacancy of Dr. Reeta Kumari.

- vi) appointment of the following on contractual basis for the period w.e.f. 29.8.2016 till 28.2.2017 on a consolidated salary mentioned against each:

<u>Sl.No.</u>	<u>Name</u>	<u>Cat.</u>	<u>Designation</u>	<u>Amount (Rs.)</u>
1)	Mr. Sandeep Bhardwaj	UR	STA (Computer)	19,800/-
2)	Mr. Vinay Kr. Gupta	UR	STA (Computer)	19,800/-
3)	Ms. Chanda Kumari	OBC	STA (Computer)	19,800/-
4)	Mr. Upendra Singh	OBC	STA (Computer)	19,800/-
5)	Mr. Hari Om Sharma	UR	STA (Computer)	19,800/-
6)	Mr. Nagendra Pal	UR	MTS-Laboratory	11,000/-
7)	Mr. Parveen Kumar	OBC	MTS-Comp.Lab.	11,000/-
8)	Mr. Gurdas	UR	MTS-Laboratory	11,000/-
9)	Ms. Sunita Vishwakarma	OBC	MTS-Laboratory	11,000/-
10)	Mr. Thakur Adhikari	UR	MTS-Laboratory	11,000/-
11)	Mr. Upender Shah	ST	MTS-Laboratory	11,000/-
12)	Mr. Budhram	OBC	MTS-Comp. Lab.	11,000/-
13)	Mr. Gaurav Vashishth	UR	MTS-Comp. Lab.	11,000/-
14)	Mr. Nitin Kumar	SC	MTS-Comp.Lab.	11,000/-
15)	Mr. Pankaj Kanwal	SC	MTS-Laboratory	11,000/-
16)	Mr. Bhuwan Chander	UR	MTS-Laboratory	11,000/-
17)	Ms. Shabnam	OBC	MTS-Laboratory	11,000/-
18)	Mr. Kush Kumar	SC	MTS-Laboratory	11,000/-
19)	Mr. Motilal Hembram	ST	MTS-Laboratory	11,000/-
20)	Mr. Lalit Giri	OBC	MTS-Laboratory	11,000/-
21)	Mr. Saurabh Saxena	UR	MTS-Laboratory	11,000/-
22)	Mr. Amit Kumar	UR	MTS-Comp.Lab.	11,000/-
23)	Mr. Vidya Sagar	UR	MTS-Library	11,000/-
24)	Mr. Daya Kishan Khulbe	UR	MTS-Laboratory	11,000/-
25)	Mr. Varun Kumar Sharma	UR	Jr. Assistant	15,800/-
26)	Mr. Bharat Chhabra	UR	MTS	11,000/-
27)	Mr. Harendra Kumar	UR	MTS	11,000/-

- vii) appointment of Mr. Devender Kumar Bisht, Junior Assistant under UR category on contractual basis w.e.f. 30.8.2016 to 28.2.2017 on a consolidated salary of Rs. 15,800/- per month.
 - viii) appointment of Ms. Priyanka Sharma, Junior Assistant under UR category on contractual basis w.e.f. 29.8.2016 to 28.2.2017 on a consolidated salary of Rs. 15,800/- per month in the Administration Section of the college. The expenditure to be met out of Examination Fees collection from the students (St. Society Account).
 - ix) appointment of Ms. Renu, as Multi-Tasking Staff (MTS) under UR category on contractual basis w.e.f. 29.8.2016 to 28.2.2017 on a consolidated salary of Rs. 11,000/- per month in the Girls Common Room of the college. The expenditure to be met out of St. Society Account.
 - x) grant of Extra-ordinary Leave in place of duty leave (Ref. Res. No. 16(c) dated 14.5.2016) to Mr. Nitin Luthra, Assistant Professor in English to pursue Fulbright Language Teaching Assistant (FLTA) Scholarship 2016 at Ohio University (U.S.A.) for the period w.e.f. 6.8.2016 upto 20.5.2017 in view of University of Delhi letter No. CS-I/(III)/Misc.(TS)/DDU/2016/505 dated 26.7.2016 and subsequent discussion held with University officials.
 - xi) resignation of Ms. Aarti Verma, Assistant Professor in Commerce on adhoc basis w.e.f. 26.7.2016 (F/N).
 - xii) resignation of Mr. Arun Kumar Gautam, Assistant Professor in Computer Science on adhoc basis w.e.f. 16.8.2016 (A/N).
4. **Reply to ST Commission on Rejoinder of Liaison Officer:** The Member Secretary informed the House that in response to the reply sent to the National Commission for Scheduled Tribes on the complaint of Dr. P.L. Meena, Liaison Officer SC/ST, the Principal received a Rejoinder submitted by Dr. P.L. Meena to the Commission. It was further reported that an appropriate reply has been submitted to the Hon'ble National Commission for Scheduled Tribes.
5. **Hearing in the National Commission for Scheduled Castes in Dr. P.L. Meena's case:** It was reported by the Member Secretary that the Hon'ble Chairman of National Commission for Scheduled Castes had desired to hold discussion with the Vice-Chancellor and requested to make it convenient to appear before him on 4.10.2016. The college received a letter from the Assistant Registrar (Colleges) advising the Principal to appear before the Commission along with relevant records on the aforesaid date. Accordingly, the Principal and Joint Registrar (Colleges) as University Representative appeared before the Commission. The Member Secretary further informed that the Hon'ble Chairman after hearing the Principal and the complainant, Dr. P.L. Meena advised both the parties to give a brief written statement. The next date of hearing was fixed for 7.11.2016. The above was reported and recorded.
6. **Posts in Electronics Department:** It was informed by the Member Secretary that after separation of the two departments as Physics and Electronics department, two posts of teachers were disputed for the past three years. Efforts were made to resolve the issue through Academic Development Committee but the members of the Academic Development Committee did not reach any consensus and instead authorized the Principal to take a decision. Accordingly, considering the fact that

there has been very vast development in the field of Electronics and Communication during the last 20 & 25 years and three revisions of the syllabus during this period, it was felt that more number of teachers with core Electronics specialization is needed in the Electronics department. It was therefore, decided purely on merit and academic considerations that these two posts be earmarked for the department of Electronics. The Governing Body resolved to approve the same.

7. **WRIT PETITION (CIVIL) No. 6746/2014:** The matter in WRIT PETITION (CIVIL) No. 6746/2014, CM Appl. 15973/2014, Sh. Narendra Kumar & ors. Vs. University of Delhi & ors. **“Dismissed as withdrawn”** by the Hon’ble High Court of Delhi at New Delhi was reported and recorded.
8. **Handing over of old campus to Ambedkar University Delhi :** It was reported by the Member Secretary that the New Block of the campus at Karampura along with the listed furniture and fixtures was transferred to Ambedkar University Delhi by the end of July, 2016. The remaining old building and the furniture lying therein is in the process of being handed over.
9. **Expenditure on shifting to the New Campus:** The ex-post facto A/A & E/S of Director, Directorate of Higher Education, Govt. of NCT of Delhi for incurring an expenditure of Rs.8.00 Lakh (Rupees eight lakh only) including taxes for shifting of infrastructure including instruments and office records etc. out of other than Salary Head for the current financial year 2016-17 vide Letter No.DHE-14(2)/const./2009-10/P.F./3394 dt.9-9-2016 was reported and recorded.
10. **Proposal of Non-Recurring Grant:** The Member Secretary informed the House that a Notice was circulated to all the departments in the college for submitting their requirement of equipment for various laboratories, library/offices. The proposals received are as below :

S.No.	Name of the Department/Lab.	Amount (Rs.)
1.	Botany	41,33,800
2.	Chemistry Lab.	4,85,000
3.	Computer Science Lab.	43,28,900
4.	Computer Centre	61,53,500
5.	Commerce Lab.	23,70,000
6.	English	35,73,500
7.	Electronics Lab.	1,53,15,000
8.	Mathematics Deptt.	15,26,000
9.	Physics Lab.	1,47,45,000
10.	Library	69,98,700
11.	Office	8,78,000
	TOTAL	6,05,07,400

Accordingly, a proposal for sanction of Rs. 6,05,07,400/- for purchase of equipment was submitted to the Director of Higher Education vide letter No. DDUC/NR Grant/2016-17/876 dt.2-9-2016. The same was reported, recorded and approved.

11. **Retirement benefits to Dr. T.N. Chhabra :** The following retirement benefits given to Dr. T.N. Chhabra, Associate Professor in Commerce, who superannuated on 31.8.2016, were reported and recorded :

S.No.		Cheque No. & Date	Amount (Rs.)
1.	Leave Encashment	073151 dated 31.8.2016	16,82,100/-
2.	Gratuity	073150 dated 31.8.2016	10,00,000/-
3.	Accumulated Contributory Provident Fund along with Interest upto 30.6.2016	135365 dated 31.8.2016	1,36,60,883/- (Employer Contribution + Interest @ 8.1% = Rs. 29,51,381/- Employee Subscription + Interest @ 8.1% = Rs. 1,07,09,502/-
4.	Interest of July/Aug.16	135366 dated 5.9.2016	1,82,812/- (Interest on employer contribution @ 8.1% = Rs. 39,692/- Interest on employee subscription @ 8.1% = Rs. 1,43,120.00)

12. **Contract for Cafeteria :** In pursuance of Resolution No. 19 of Governing Body meeting held on 13.7.2016, the Cafeteria committee had visited the Cafeteria of Delhi Secretariat, I.P. Estate, New Delhi and Ambedkar University Delhi, Kashmere Gate, Delhi. The committee found their services satisfactory and accordingly, the management of M/s. Stri Shakti was called for signing the contract agreement, as per the rates of Ambedkar University Delhi. The Management reported that the rates with Ambedkar University Delhi are two year old and are in the process of revision. Hence, they were not willing to have an agreement on the old rates of Ambedkar University Delhi. The Governing Body after some discussion permitted a marginal increase of about 10% in seven items viz. Samosa (Rs. 8/- to 9/-), Tea normal (Rs. 7/- to Rs. 8/-), Grilled Sandwich (Rs. 18/- to Rs. 20/-), Special Tea (Rs. 10/- to Rs. 12/-), Kachori Sabzi (Rs. 22/- to Rs. 25/-), Noodles (Rs. 23/- to Rs. 25/-) and Mini Thali (Rs. 28/- to Rs. 30/-).

The final rate list inclusive of VAT for the items to be served in the Cafeteria premises is as per **Annexure-I**.

The Governing Body further approved the rate list plus applicable taxes, for providing buffet in various seminars/conferences/workshops as per **Annexure-II**

13. **Telephone Lines in the college:** In reference to Resolution No. 11 of Governing Body meeting held on 14.5.2016. It was reported by the Member Secretary that seven telephone lines and four broadband connections have already been installed in the college campus. The PRI multi-channel telephone line is yet to be installed. The issue of incurring expenditure on these lines was discussed by the Governing Body and it was resolved that the payment for the PRI multi-channel telephone line, one broadband connection in Principal's Office (Tel. No. 25099390) and one telephone line in Sr. PA's room (Tel. No. 25099380) be made out of Maintenance Grant Account and for rest of the telephone lines, the expenditure be incurred from General Amenities Fund (Student Society Account) except the two lines for Boys and Girls Hostel, which at present have been got placed in safe custody with the Mahanagar Telephone Nigam Ltd. (MTNL).

14. **Ex-gratia payment to teachers** : Cases for ex-gratia payment in lieu of summer vacation (from 21.5.2016 to 19.7.2016) salary in respect of the following teachers, who had worked as Assistant Professor on adhoc basis till the end of the academic session 2015-16 i.e. 20.5.2016 in this college and have joined another college of University of Delhi on the opening day of the academic session 2016-17 i.e. 20.07.2016, on the basis of undertaking submitted by them that they had not worked anywhere elsewhere during this period (permissible in terms of Clause 3(4) of Ordinance XII of University of Delhi and its clarification vide letter No. CB.I/Adhoc/salary/2007/912 dated 17.9.2007) were considered and approved.

S.No.	Name	Subject
1)	Ms. Mansi Agrawal	Physics
2)	Dr. Akhilesh Kumar Yadav	Botany
3)	Ms. Thingreila Muinao	Zoology
4)	Dr. Priyanka Thakral	Chemistry

15. **Ex-gratia payment to teachers** : Cases for ex-gratia payment in lieu of summer vacation (from 21.5.2016 to 19.07.2016) salary in respect of the following adhoc teachers, who had worked till the end of the academic session 2015-16 i.e. 20.5.2016 and were re-appointed on the opening day of the academic session 2016-17 i.e. 20.07.2016 in this college, on the basis of undertaking submitted by them that they have not held any salaried post elsewhere (permissible in terms of Clause 3(4) of Ordinance XII of University of Delhi.) were considered and approved.

S.No.	Name	Subject
1)	Dr. Sandeep Kumr	Botany
2)	Ms Geeta Devi	Botany
3)	Mr. Sanjeet Kumar	Computer Science
4)	Mr. Ankit Rajpal	Computer Science
5)	Ms. Trasha Gupta	Computer Science
6)	Ms. Preeti	Computer Science
7)	Ms. Divya Kundra	Computer Science
8)	Dr. Meghna Aggarwal	Commerce
9)	Ms. Aarti Verma	Commerce
10)	Ms. Deepti Sehgal	Commerce
11)	Ms. Vaishali Kapoor	Economics
12)	Mr. Rohit Kumar	Mathematics
13)	Ms. Rashmi Gupta	Mathematics
14)	Ms. Neha	Electronics
15)	Mr. Ajit Singh	Electronics
16)	Mr. Naveen Kumar	Electronics
17)	Dr. Vandana Sharma	Environmental Studies
18)	Mr. Promod Kumar	Environmental Studies
19)	Dr. Kamlesh Kumari	Zoology

16. **Budget Estimates** : The House considered and approved the budget estimates for the financial year 2017-18 and revised budget estimates for the financial year 2016-17.

17. **Compensatory Earned Leave to Teachers and Principal:** The list of teachers including Principal along with the number of days they had worked during vacations in Academic year 2015-16 and the corresponding (1/3rd) number of earned leave entitlement rounded off to nearest integer was placed before the House. The House resolved to approve the same (**Annexure-III**).
18. **Library facilities for superannuated employees:** The request of Dr. T.N. Chhabra who has superannuated from the post of Associate Professor in Commerce on 31.8.2016 for use of college library facilities, was placed before the House. There was prolonged discussion on the issue and finally the following was resolved : :
- i) The employee who is interested in using the library facilities after retirement shall deposit a security of Rs. 5000/-.
 - ii) Not more than 4 books shall be issued at a time.
 - iii) The books shall be issued for a maximum period of one month, after which they will have to be returned back.
 - iv) If any, student/user, raises a demand for a particular book, the employee shall have to return it immediately.

With the permission of the Chair the following additional items were taken up :

19. **Recommendations of Provident Fund Committee:** The recommendations of the Provident Fund Committee held on 14.10.2016 at 2.30 p.m., recommending payment of 8.7% interest, the rate declared by the Govt. of India, on the accumulations at the credit of subscribers to the Provident Fund (CPF/GPF) for the financial year 2015-16 was approved.
20. **Staff Car:** It was reported by the Member Secretary that the Staff Car (Ambassador) No. DL-2FK-0072 of the college is 13 yr. old and has run for more than 1,24,000 km. The entire body is rusted and as such it troubles frequently. The Governing Body resolved to write-off the car, following due procedure and dispose it off after making alternative arrangement of a new car/taxi on monthly basis, as per the policy of the Govt. of NCT of Delhi. It was also reported by the Member Secretary that due to large distance to residence from Dwarka, there will be dead mileage of 40 kms., if the car is parked in the new campus at Dwarka. It was, therefore, desirable to continue parking the car in the old campus at Karampura, so as to minimize the dead mileage, with the consent of the Registrar, Ambedkar University Delhi (AUD). The Governing Body resolved to accept the same.

The meeting ended with a vote of thanks to the Chair.

sd/-
**CHAIRMAN,
GOVERNING BODY**

sd/-
PRINCIPAL & MEMBER SECRETARY