

DEEN DAYAL UPADHYAYA COLLEGE

(UNIVERSITY OF DELHI)

Shivaji Marg, Karampura, New Delhi – 110015.

MINUTES OF THE GOVERNING BODY MEETING HELD ON TUESDAY, THE 1st April, 2014 AT 3:00 p.m.

A meeting of the Governing Body was held on Tuesday the 1st April, 2014 at 3:00 p.m. in the College premises. The following members were present :

1. Prof. A.K. Pandey
2. Prof. Dinabandhu Sahoo
3. Dr. Suman Bala Manchanda
4. Dr. P.L. Meena
5. Dr. S.K. Garg (Principal & Member Secretary)
6. Mr. Bharat Bhushan, Special Invitee (rep. of staff, other than teachers)

Since the trust nominees on the Governing Body were not there, the Principal chaired the meeting for the first item:

1. **Election of Chairman** : The Principal while chairing the meeting for first item invited nomination for the Election of Chairman. Dr. Suman Bala Manchanda proposed the name of Prof. A.K. Pandey which was seconded by Dr. P.L. Meena. Prof. A.K. Pandey was elected Chairman unanimously. He assumed the Chair immediately thereafter.
2. **Appointment of Treasurer** : The Chairman proposed the name of Prof. Dinabandhu Sahoo for appointment of Treasurer. However, Prof. Sahoo declined to accept the same despite request from all the members. The Governing Body resolved to defer the appointment of Treasurer.

With the permission of the Chair, rest of the items were taken up ad-seriatim. :

3. a) **Confirmation of the Minutes** : The minutes of Governing Body meeting held on 24th October, 2013 were confirmed.
- b) **Action taken on Minutes** : Appropriate action was taken wherever required.
4. **The following actions taken by the Chairman, Governing Body under his emergency powers were reported and recorded :**
 - i) approving on 1.11.2013, the proposal for post-facto approval of extension of contract for a period of one year beyond 30.9.2013 with M/s. Yogita Security Services who had been awarded the contract for a period of one year w.e.f. 1.10.2012, extendable by another year subject to satisfactory services.
 - ii) approving on 1.11.2013, the job of calculating depreciated value of assests created from 2005-06 onwards to be entrusted to M/s PVR & Co. (Chartered Accountant) the Statutory Auditor of the College for the year 2012-13 and sanctioning the amount of Rs. 28,000/- + applicable tax, if any, out of Misc. Head (Student Society A/c.) (Ref. : Res. No. 19, dated 7.11.2011).

5. **The following actions taken by the Principal were reported, recorded and approved :**
- i) approving the request of Ms. Anuja Soni, Assistant Professor, Department of Computer Science for curtailment of Study leave by 21 days and permitting her to join w.e.f. 25.11.2013 by waiving off the condition of one month's notice for early resumption of duties, in view of the fact that she had completed her Ph.D work for which she was sanctioned study leave upto 15.12.2013.
 - ii) approving the request of Dr. Pramesh Ratnakar, Associate Professor, Department of English for curtailment of extraordinary leave which were earlier sanctioned to him till 31.12.2013 in order to work with Shiv Nadar University by sixteen days and permitting him to join w.e.f. 16.12.2013 by waiving off the condition of one month's notice for early resumption of duties.
 - iii) terminating the contractual appointment of Ms. Sonia Gupta w.e.f. 8.1.2014 (A/N) in view of the fact that she had applied for a casual leave for 9.1.2014 followed by long leave upto 31.3.2014 and her term of appointment ending in between i.e. on 12.2.2014.
 - iv) terminating the contractual appointment of Mr. Sanjeev Kumar Singh, MTS, Laboratory, Department of Physics & Electronics w.e.f. 10.2.2014 (A/N) in view of the fact that he had applied for long leave from 11.2.2014 to 28.2.2014 and his term of appointment ending in between i.e. on 12.2.2014.
 - v) permitting Annual Maintenance Contract of two generator sets available with the college, one of 125 KVA @ Rs. 20,601/- per annum (including tax) and the second of 62.5 KVA @ Rs. 16,854/- (including tax) for a period of one year w.e.f. 1.11.2013. The expenditure for the same is to be met out of Maintenance of Equipment (M/G Account).
 - vi) permitting payment of Rs. 47,500/- (including tax) towards Annual Maintenance Contract for the period 11.9.2012 to 10.9.2013 to M/s. Indocon Micro Engineers Ltd., for office automation software provided by the same company. The expenditure is met out of Misc. Head (St. Society Account).
 - vii) permitting Annual Maintenance Contract of two photocopiers available with the college, for five years or till such time as the equipment does not require workshop repair at the negotiated rate of 34 paise per copy w.e.f. 7.2.2014 for A-4/Large sizes. The expenditure is to be met out of Maintenance of Equipment (M.G. Account).
 - viii) appointing Ms. Beenashaw N. Soni, Advocate on the University of Delhi panel, in the case of Delhi University SC/ST/OBC Teachers Forum v/s University of Delhi and Ors. Writ Petition No. W.P. (C) 803/2014 pending in Hon'ble High Court of Delhi.
 - ix) terminating the services of Mr. Harsh Kumar, Assistant Professor on Adhoc basis in the Department of Mathematics w.e.f. 1.2.2014 (F/N) in view of the fact that he had not taken any class in the month of February as per complaints of the students of B.Sc. (Hons.) Mathematics and observation of Teacher-in-charge, Department of Mathematics & Co-ordinator, Foundation Courses.

- x) relieving Dr. Anurag Mishra, Associate Professor in Electronics w.e.f. 21.3.2014 (A/N) in order to enable him to join University of Delhi as member of Student Empowerment Committee on deputation basis initially for the period upto the end of current academic year.
- xi) permitting AMC of UPS, installed in the Server Room, attached to Computer Centre of the college with The Qi Network Enterprise Pvt. Ltd. , the authorized vendor of UPS (Numeric System Ltd.) at a cost of Rs. 65,169/- to be met out of General Development Assistance Grant received from University Grant Commission under XII plan.
- xii) the appointment of Dr. Anirudh Vashisht as Assistant Professor on adhoc basis in the Department of Zoology for the period from 9.1.2014 to 26.3.2014 against leave vacancy of Dr. Anita Gulati, Associate Professor in the Department of Zoology who was on Child Care Leave from 2.1.2014 to 26.3.2014 was reported, recorded and confirmed.
- xiii) accepting the resignation of Dr. Anirudh Vashisht, Assistant Professor on adhoc basis in the Department of Zoology w.e.f. 13.2.2014 (A/N).
- xiv) the appointment of Ms. Vatsala Dwivedi as Assistant Professor on Adhoc basis in the Department of Zoology for the period from 21.2.2014 to 26.3.2014 against Leave Vacancy of Dr. Anita Gulati, Associate Professor in Zoology who was on Child Care Leave till 26.3.2014 was reported, recorded and confirmed.
- xv) sanctioning Earned Leave for the period from 27.3.2014 to 25.4.2014 to Dr. Anita Gulati, Associate Professor, Department of Zoology in continuation of her Child Care Leave, sanctioned earlier upto 26.3.2014.
- xvi) the extension of the term of appointment in r/o Ms. Vatsala Diwedi as Assistant Professor on Adhoc basis in the Department of Zoology beyond 26.3.2014 upto 25.4.2014 against Leave Vacancy of Dr. Anita Gulati who had been sanctioned E.L was reported, recorded and confirmed.
- xvii) the appointment of Dr. Nayna as Assistant Professor on adhoc basis in the Department of Hindi for the period from 28.1.2014 to 6.3.2014 against leave vacancy of Dr. Suman Bala Manchanda, Associate Professor, Department of Hindi who had been sanctioned Earned leave w.e.f. 27.1.2014 to 6.3.2014 in order to enable her to look after her husband who had undergone by-pass surgery was reported, recorded and confirmed.
- xviii) the appointment of Mr. Anurag Kumar as Assistant Professor on adhoc basis in the Department of English for the period 2.1.2014 to 31.3.2014 against leave vacancy of Dr. Jayini Adhyapak, Associate Professor, Department of English who had been sanctioned Child Care Leave for this period was reported, recorded and confirmed.

6. The appointment of the following as Assistant Professor on adhoc basis w.e.f. the date mentioned against each for the period not beyond four months during the academic session 2013-14 was reported, recorded and confirmed :

<u>S.No.</u>	<u>Name</u>	<u>Department</u>	<u>Date of Joining</u>
1)	Ms. Aanchal Gupta	Management Studies	26.11.2013 (F/N)
2)	Ms. Meenu Chopra	Management Studies	26.11.2013 (F/N)
3)	Ms. Varnika Bhatia	Botany	26.11.2013 (F/N)
4)	Dr. Charu Kalra	Botany	26.11.2013 (F/N)
5)	Dr. Shalini Kaushik	Botany	26.11.2013 (F/N)
6)	Dr. Savita	Botany	26.11.2013 (F/N)
7)	Ms. Aradhana Yadav	Botany	26.11.2013 (F/N)
8)	Mr. Sandeep Kumar	Botany	26.11.2013 (F/N)
9)	Ms. Pinki	Commerce	26.11.2013 (F/N)
10)	Ms. Preeti	Commerce	26.11.2013 (F/N)
11)	Ms. Aarti Verma	Commerce	26.11.2013 (F/N)
12)	Ms. Dhanisha Negi	Commerce	26.11.2013 (F/N)
13)	Ms. Deepti Sehgal	Commerce	26.11.2013 (F/N)
14)	Ms. Anuradha Singhal	Computer Science	26.11.2013 (F/N)
15)	Mr. Sanjeet Kumar	Computer Science	26.11.2013 (F/N)
16)	Mr. Ankit Rajpal	Computer Science	26.11.2013 (F/N)
17)	Ms. Trasha Gupta	Computer Science	26.11.2013 (F/N)
18)	Ms. Preeti	Computer Science	26.11.2013 (F/N)
19)	Dr. Reema Chhabra	Chemistry	26.11.2013 (F/N)
20)	Dr. Sanjeev Kr. Mishra	Chemistry	26.11.2013 (F/N)
21)	Dr. Chetna Angrish	Chemistry	26.11.2013 (F/N)
22)	Mr. Dhanraj Meena	Chemistry	27.11.2013 (F/N)
23)	Dr. Sunny Manohar	Chemistry	26.11.2013 (F/N)
24)	Ms. Shagun Manocha	Chemistry	26.11.2013 (F/N)
25)	Dr. Lata	Chemistry	26.11.2013 (F/N)
26)	Mr. Jyotishman Kalita	English	26.11.2013 (F/N)
27)	Ms. Uplabdh Sangwan	English	26.11.2013 (F/N)
28)	Ms. Rashmi Gupta	Mathematics	26.11.2013 (F/N)
29)	Mr. Sandeep Kumar	Mathematics	26.11.2013 (F/N)
30)	Dr. Rinki Sharma	Phy. & Elect.	26.11.2013 (F/N)
31)	Mr. Dinesh Kumar	Phy. & Elect.	26.11.2013 (F/N)
32)	Dr. Manish Kumar Verma	Phy. & Elect.	26.11.2013 (F/N)
33)	Mr. Tarkeshwar	Zoology	26.11.2013 (F/N)
34)	Mr. Manish Sharma	Zoology	26.11.2013 (F/N)
35)	Dr. Adila Parveen	Zoology	26.11.2013 (F/N)
36)	Dr. Saket Chattopadhyay	Zoology	26.11.2013 (F/N)
37)	Dr. Shailly Anand	Zoology	26.11.2013 (F/N)
38)	Ms. Renu Solanki	Zoology	26.11.2013 (F/N)
39)	Dr. Riyaz Ahmed Bakshi	Zoology	26.11.2013 (F/N)
40)	Mr. Dharmendra Singh	Zoology	26.11.2013 (F/N)

7. The appointment of the following as Assistant Professor on adhoc basis w.e.f. the date mentioned against each for the period not beyond four months during the academic session 2013-14 was reported, recorded and confirmed :

<u>S.No.</u>	<u>Name</u>	<u>Department</u>	<u>Date of Joining</u>
1)	Dr. Amna Mirza	Political Science	28.11.2013 (A/N)
2)	Mr. Anuj Kushwaha	English	02.01.2014 (F/N)
3)	Dr. Meghna Aggarwal	Commerce	02.01.2014 (F/N)
4)	Ms. Ruchi Goyal	Commerce	02.01.2014 (F/N)
5)	Mr. Ravi Kumar	Phy. & Elect.	03.12.2013 (F/N)
6)	Ms. Neetu Prasad	Phy. & Elect.	02.01.2014 (F/N)
7)	Ms. Akshita Rajan	Phy. & Elect.	02.01.2014 (F/N)
8)	Ms. Vaishali Kapoor	Economics	03.01.2014 (F/N)
9)	Ms. Archana Gahlaut	Computer Science	03.01.2014 (F/N)
10)	Mr. Harsh Kumar	Mathematics	13.01.2014 (F/N)

8. The appointment of following persons on contractual basis for the period not beyond 12.8.2014 on a consolidated salary of Rs. 8,250/- per month w.e.f. the date of joining mentioned against each was reported, recorded and confirmed :

<u>Sr.No.</u>	<u>Name</u>	<u>Designation</u>	<u>Department</u>	<u>D.O.J.</u>
i.	Mr. Parveen Kumar	MTS-Computer Lab.	Management Studies	25.2.2014
ii.	Mr. Sanjeev Kr. Singh	Multi Tasking Staff	Administration	28.2.2014

9. The appointment of following persons on contractual basis w.e.f. 14.2.2014 for the period not beyond 12.8.2014 on a consolidated salary per month mentioned against each was reported, recorded and confirmed :

<u>Sr.No.</u>	<u>Name</u>	<u>Designation</u>	<u>Department</u>	<u>Salary (in Rs.)</u>
i)	Ms. Priyanka Sharma	Jr. Assistant	Admn. Office	13,200/-
ii)	Ms. Sonia	MTS	Staff Room	8,250/-

Note:- Expenditure on account of their salary is to be met out of Exam. Fee Head and Misc. Head of Student Society A/c. respectively.

10. The appointment Mr. Varun Kumar Sharma as Junior Assistant on contractual basis in Accounts section on a consolidated salary of Rs. 13,200/- per month for the period w.e.f. 21.11.2013 till 12.2.2014 was reported, recorded and confirmed.
11. The appointment of Ms. Sonia Gupta as Scientific Assistant on contractual basis in Computer Lab. of Department of Commerce on a consolidated salary of Rs.16,500/- p.m. w.e.f. 1.4.2014 (F/N) for the period not beyond 12.8.2014 was reported, recorded and confirmed.

12. The appointment of the following as Assistant Professor on adhoc basis w.e.f. the date mentioned against each for the period not beyond four months during the academic session 2013-14 was reported, recorded and confirmed :

<u>S.No.</u>	<u>Name</u>	<u>Department</u>	<u>Date of Joining</u>
1)	Ms. Varnika Bhatia	Botany	27.03.2014 (F/N)
2)	Dr. Shalini Kaushik Love	Botany	27.03.2014 (F/N)
3)	Dr. Charu Kalra	Botany	27.03.2014 (F/N)
4)	Dr. Savita	Botany	27.03.2014 (F/N)
5)	Ms. Aradhana Yadav	Botany	27.03.2014 (F/N)
6)	Mr. Sandeep Kumar	Botany	27.03.2014 (F/N)
7)	Ms. Pinki	Commerce	27.03.2014 (F/N)
8)	Ms. Preeti	Commerce	27.03.2014 (F/N)
9)	Ms. Aarti Verma	Commerce	27.03.2014 (F/N)
10)	Ms. Dhanisha Negi	Commerce	27.03.2014 (F/N)
11)	Ms. Deepti Sehgal	Commerce	27.03.2014 (F/N)
12)	Ms. Anuradha Singhal	Computer Science	27.03.2014 (F/N)
13)	Mr. Sanjeet Kumar	Computer Science	27.03.2014 (F/N)
14)	Mr. Ankit Rajpal	Computer Science	27.03.2014 (F/N)
15)	Ms. Trasha Gupta	Computer Science	27.03.2014 (F/N)
16)	Ms. Preeti	Computer Science	27.03.2014 (F/N)
17)	Dr. Reema Chhabra	Chemistry	27.03.2014 (F/N)
18)	Dr. Chetna Angrish	Chemistry	27.03.2014 (F/N)
19)	Dr. Sanjeev Kr. Mishra	Chemistry	27.03.2014 (F/N)
20)	Ms. Shagun Manocha	Chemistry	27.03.2014 (F/N)
21)	Mr. Dhanraj Meena	Chemistry	28.03.2014 (F/N)
22)	Dr. Sunny Manohar	Chemistry	27.03.2014 (F/N)
23)	Dr. Lata	Chemistry	27.03.2014 (F/N)
24)	Mr. Jyotishman Kalita	English	28.03.2014 (F/N)
25)	Ms. Uplabdh Sangwan	English	28.03.2014 (F/N)
26)	Ms. Meenu Chopra	Management Studies	27.03.2014 (F/N)
27)	Ms. Aanchal Gupta	Management Studies	27.03.2014 (F/N)
28)	Mr. Sandeep Kumar	Mathematics	27.03.2014 (F/N)
29)	Ms. Rashmi Gupta	Mathematics	27.03.2014 (F/N)
30)	Dr. Rinki Sharma	Phy. & Elect.	27.03.2014 (F/N)
31)	Mr. Dinesh Kumar	Phy. & Elect.	27.03.2014 (F/N)
32)	Dr. Manish Kumar Verma	Phy. & Elect.	27.03.2014 (F/N)
33)	Mr. Tarkeshwar	Zoology	27.03.2014 (F/N)
34)	Dr. Shailly Anand	Zoology	27.03.2014 (F/N)
35)	Mr. Manish Sharma	Zoology	27.03.2014 (F/N)
36)	Dr. Adila Parveen	Zoology	27.03.2014 (F/N)
37)	Dr. Saket Chattopadhyay	Zoology	27.03.2014 (F/N)
38)	Ms. Renu Solanki	Zoology	27.03.2014 (F/N)
39)	Dr. Riyaz Ahmed Bakshi	Zoology	27.03.2014 (F/N)
40)	Mr. Dharmendra Singh	Zoology	27.03.2014 (F/N)

13. The appointment of following persons on contractual basis w.e.f. 14.2.2014 for the period not beyond 12.8.2014 on a consolidated salary per month mentioned against each was reported, recorded and confirmed :

<u>Sr.No.</u>	<u>Name</u>	<u>Designation</u>	<u>Department</u>	<u>Salary (in Rs.)</u>
i)	Mr. Hariom Sharma	Sc. Assistant	Computer Hub Library	16,500/-
ii)	Mr. Vinay Kr. Gupta	Sc. Assistant	Computer Science	16,500/-
iii)	Mr. Sandeep Bhardwaj	Sc. Assistant	Computer Centre	16,500/-
iv)	Mr. Gaurav Sharma	Sc. Assistant	Management Studies	16,500/-
v)	Mr. Varun Kr. Sharma	Jr. Assistant	Accounts Office	13,200/-
vi)	Mr. Devender Kr. Bisht	Jr. Assistant	Admn. Office	13,200/-
vii)	Mr. Ravinder Kumar	MTS-Lab.	Botany	8,250/-
viii)	Mr. Gurdas	MTS-Lab.	Chemistry	8,250/-
ix)	Ms. Sunita Vishwakarma	MTS-Lab.	Chemistry	8,250/-
x)	Mr. Thakur Adhikari	MTS-Lab.	Chemistry	8,250/-
xi)	Mr. Neeraj Kumar	MTS-Lab.	Chemistry	8,250/-
xii)	Mr. Budhram	MTS-Comp.Lab.Commerce		8,250/-
xiii)	Mr. Gaurva Vashistha	MTS-Comp.Lab.Computer Centre		8,250/-
xiv)	Mr. Nitin Kumar	MTS-Comp.Lab.Computer Centre		8,250/-
xv)	Mr. Rahul	MTS-Comp.Lab.Computer Hub.		8,250/-
xvi)	Mr. Bhuwan Chander	MTS- Lab.	Phy. & Elect.	8,250/-
xvii)	Mr. Pankaj Kanwal	MTS- Lab.	Phy. & Elect.	8,250/-
xviii)	Mr. Shabnam	MTS- Lab.	Phy. & Elect.	8,250/-
xix)	Mr. Neem Prasad	MTS- Lab.	Phy. & Elect.	8,250/-
xx)	Mr. Daya Kishan Khulbe	MTS- Lab.	Zoology	8,250/-
xxi)	Mr. Gopal	MTS- Lab.	Zoology	8,250/-
xxii)	Mr. Amit Kumar	MTS- Library	Library	8,250/-
xxiii)	Mr. Bharat Chhabra	MTS	Admn. Office	8,250/-

14. **Appointment of Vice-Principal** : Approval of University of Delhi vide its letter No. CS-I/(114)/ V.P/DDUC/AG/2013/196 dated 10.12.2013 to the appointment of Dr. Vandana Gupta, Associate Professor, Department of Commerce as Vice-Principal for a period of one year w.e.f. 01.01.2014 and her joining w.e.f. 3.1.2014 were reported and recorded.

15. **Innovation Projects** : Sanction of four Innovation Projects by the University of Delhi to the following faculty members, as detailed below was reported and recorded :

<u>S.No.</u>	<u>Project No.</u>	<u>Name of Faculty</u>	<u>Amt.</u>
1)	DDU-201	Dr. Sunil Kumar, Dr. Renu Aggarwal, Dr. Mahaveer	3.00 lakhs
2)	DDU-202	Dr. Manoj Saxena, Dr. Poonam Kasturi, Dr. RM. Bhardwaj	5.50 lakhs
3)	DDU-203	Dr. Nisha Rana, Dr. Sanjay Tandon, Dr. Monika Bansal	3.50 lakhs
4)	DDU-204	Dr. Sanjay Kumar, Dr. Avnindra Singh, Dr. Ratnesh R. Saxena	4.00 lakhs

It was also reported and recorded that as per the last years practice, for each Project a separate Account has been opened by the Principal Investigator, who will operate it alongwith one more signatory (either of the remaining two).

16. **Grant-in-aid from UGC (XII Plan)** : Receipt of Rs. 22,30,000/- (through RTGS) from University Grants Commission vide its sanction letter No. F. 1-18/2012(DC) dated 27.12.2013 towards General Development Assistance Grant-in-aid allocated during XII Plan was reported and recorded.
17. **Code of Professional Ethics for Teachers** : The following amendments to Ordinance XII of Ordinances of University of Delhi, regarding college appointed teachers approved by the Executive Council of Delhi in its meeting held on 6.3.2014 were reported and recorded :
- (i) **Add** 'Code of Professional Ethics' as Appendix-A to Ordinance XII (*Appendix-I*)
- (ii) **Add** the following clause after Clause 1A.

Clause 1-B The teacher shall comply with the code of Professional Ethics (Appendix-A to this Ordinance). Failure to comply with the said Code of Professional Ethics will also be construed as misconduct on the part of the teacher and he/she shall be liable to face action as deemed necessary by the Governing Body of the College.

Provided further, if the circumstances so warrant, the Vice-Chancellor may direct the Governing Body of the College to initiate action against a teacher on the ground of misconduct, failing which the Vice-Chancellor may take such action as provided for in the Act, Statutes, Ordinances and regulations of the University.

18. **International Conference** : International Conference, organised by Department of History of the college under the Convenorship of Dr. R.M. Bharadwaj, Associate Professor on "The Asiatic Society, Indology and Indologists during late 18th and 19th centuries" from 21st – 23rd February 2014 at the Conference Centre, University of Delhi, Delhi duly funded by Indian Council of Philosophical Research & Indian Council of Historical Research was reported and recorded.
19. **Award for College Lecturer** : A Cash Award of Rs. 1 lakh as "Award for College Lecturer" awarded by Directorate of Higher Education, Govt. of NCT of Delhi to Dr. Manoj Saxena, Associate Professor in Electronics was reported and recorded.
20. **Shri Sultan Chand Dropadi Devi Endowment Scholarship** : Receipt of Rs. 80,000/- vide Ch. No. 039269 dated 15.3.2014 from Shri Sultan Chand Dropadi Devi Foundation, Darya Ganj, New Delhi with a request to institute Endowment Fund for awarding "Shri Sultan Chand Dropadi Devi Endowment Scholarship" was reported. It was resolved to accept the same.

It was noted that due to one reason or the other various scholarships instituted prior to this by the foundation have been rationalised and brought under one umbrella by the Governing Body, vide Res. No. 11, in its meeting held on 22.6.2013. The Governing Body resolved to defer the rationalisation of this scholarship.

21. **Disposal of unserviceable items (Ref. G.B. Res. No. 4 dated 31.08.2013)** : Receipt of the following sum on account of disposal of various unserviceable/unusable items (earlier purchased from N/R Grant) and depositing the same in N/R Grant Account was reported, recorded and approved by the Governing Body.

Disposal of E-waste items : Rs. 47,655/-
Other items : Rs. 6,840/-

It was further reported that the following items could not be disposed off on their Written Down Value :

S. NO	Name of the Item	Year of Purchase	Qty	Purchase Price	Written Down Value
1.	Server	Jun--08	1	70967	5518.00
2.	Modi Xerox Model WCP-420	31.03.2004	1	108267.90	12778.00
3.	Projector (Hitachi)	2007-08	1	70620	18513.00
4.	Multimedia Projector (Mitsubishi XL 5U)	13.02.2006	1	102,119	17133.00
5.	Tabular Chair with ARM	31.03.2011	2	2115.00	892.00
6.	Writing chair arm (1" pipe frame)	23.03.2009	10	4500.00	1068.00
7.	Writing Chairs	23.09.2009	48	21600.00	6834.00

The Governing Body resolved to defer the disposal of items No. 1-4 and permitted the disposal of items No. 5-7 as scrap.

22. **Disposal of unserviceable items (Ref. G.B. Res. No. 4 dated 31.08.2013)** : Receipt of the following sum on account of disposal of various unserviceable/unusable items (earlier purchased from Student Society Account) and depositing the same in Student Society Account was reported, recorded and approved by the Governing Body.

Disposal of E-waste items : Rs. 10,135/-
Other items : Rs. 560/-

It was further reported that the following items could not be disposed off on their Written Down Value :

S. NO	Name of the Item	Year of Purchase	Qty	Purchase Price	Written Down Value
1.	Base Ball Slugger	30.03.2011	1	5775	722
2.	Base Ball Slugger	18.11.2011	1	7500	1875
3.	Cricket Bat	18.11.2011	1	7625	1906

The Governing Body resolved to defer the disposal of these items.

23. **Disposal of unserviceable items (Ref. G.B. Res. No. 4 dated 31.08.2013) :** Receipt of a sum of Rs. 525/- on account of disposal of various unserviceable/unusable items (earlier purchased from Garden - Maintenance Grant Account) and depositing the same in Garden - Maintenance Grant Account was reported, recorded and approved.
24. **Disposal of unserviceable items (Ref. G.B. Res. No. 4 dated 31.08.2013) :** Receipt of a sum of Rs. 1170/- on account of disposal of various unserviceable/unusable items (earlier purchased from Development Fund Account) and depositing the same in Development Fund Account was reported, recorded and approved.
25. **Merger of Caretaker Post in Cadre of JACT:** Letter No. CS-III/149/Circular/2014/46225 dated 7.1.2014 received from University of Delhi regarding merging the post of Caretaker with the cadre of Junior Assistant and payment of caretaking allowance to him @ 10% of the aggregate of pay in the pay band and grade pay was placed before the House. The Governing Body after due deliberations resolved to approve the same. It was further resolved that due to merger of post of Caretaker with the cadre of Junior Assistant the existing caretaker namely Mr. Rajesh be redesignated as Junior Assistant and be asked to look after the duties of Caretaker as well for which he be paid @ 10% of aggregate of pay in the Pay Band & Grade Pay.
26. **Allocation of Discipline Course-II and Applied Course to students of FYUP :** The Governing Body was apprised of the fact that the Staff Council has resolved to offer 17 Discipline-II & Applied courses to the students of FYUP during their third semester. It was further informed that the final allocation will depend upon the options exercised by the students.
27. **Constitution of Internal Complaints Committee (ICC) :** The Member Secretary informed the House about Notifications No. Estab.II(i)/27/ACC/2006/ dated 9.1.2014 issued by the Registrar and received through Assistant Registrar (Colleges), University of Delhi vide its letter No. 072/2013/CB-II/50/47397 dated 29.1.2014, regarding implementation of the provisions of Sexual Harassment of Women at work place (Prevention, Prohibition and Redressal) Act and Rules, 2013 which supersedes the University Ordinance XV-D. Accordingly, in terms of Section 4(1) of the act, an Internal Complaints Committee (ICC) consisting of the following was constituted for a period of one year w.e.f. 28.2.2014 :
 - i) Dr. Shashi Saxena, Associate Professor in Chemistry – Presiding Officer
 - ii) Dr. Sujata Sinha, Associate Professor in Botany
 - iii) Dr. Pramesh Ratnakar, Associate Professor in English
 - iv) Mr. Sandeep Mago, Sr. PA to the Principal
 - v) Ms. Sadhna Arya, Activist, Saheli Women’s Resource Centre

The Governing Body resolved to approve the same.

28. **Allocation of Non-Recurring Grant** : The following allocation of Non-Recurring Grant to different departments proposed by the Academic Development Committee in its meeting held on 5th March, 2014 was reported, recorded and confirmed :

Department	Rs.
Zoology	13 lakhs
Chemistry	1.5 lakhs
Computer Science	22 lakhs
Library	17 lakhs for Computers 2.5 lakhs for other items

29. **Submission of SSR to NAAC** : The Member Secretary informed the House that the college has submitted the Self Study Report to the National Assessment and Accreditation Council in January, 2014. The constitution of the Internal Quality Assurance Cell (IQAC) comprising of the following members was also reported and recorded :

i) Dr. S.K. Garg, Principal	-	Chairperson
ii) Dr. Manoj Saxena, Asso.Prof. in Electronics		
iii) Dr. Rajni Bala, Assoc. Prof. in Computer Science		
iv) Dr. Anand Saxena, Asso. Prof. in Commerce		
v) Dr. Nisha Rana, Coordinator in Management Studies		
vi) Dr. Veena Jain, Asso. Prof. in Operational Research		
vii) Mr. Sikander Aggarwal, Administrative Officer		
viii) Prof. Shyam Menon, Vice-Chancellor, Bharat Ratna Dr. B.R. Ambedkar University, Delhi	-	External Member
ix) Prof. S.K. Tandon, Former PVC, Univ. of Delhi	-	External Member
x) Dr. Kulvinder Singh, Asso. Prof. in Physics	-	Coordinator & Member Secretary

30. **Recommendation of IQAC** : The recommendations of the Internal Quality Assurance Cell (IQAC), of its meeting held on 30.12.2013 were placed before the House (*Appendix II*). The Governing Body resolved to approve the same.
31. **Professional Development Fund** : It was brought to the notice of the Governing Body that the college had created a Professional Development Fund vide Res. No. 5 of its meeting held on 27.5.2004 to facilitate the teachers to attend Seminars/Conferences once in a year. As per the resolution 80% of the Registration amount and in addition one way 2 tier-A.C. charges were reimbursed to teachers attending Conference/Seminars outside Delhi anywhere in India. The Academic Development Committee vide its meeting dated 17th October 2013 had recommended to reimburse both to and fro second A.C. charges instead of one way. The Governing Body after due deliberations resolved to approve the same. On suggestion from a member, the Governing Body also desired to workout the possibility of reimbursing D.A. as per the Govt. rules.
32. **Appointment of Auditor** : The Governing Body resolved to appoint M/s. PVR & Co. (Chartered Accountant) for the second term to audit the college accounts for the year 2013-14 out of the panel approved by the Governing Body vide Res. No. 2(vii) dated 23.3.2013 and University of Delhi vide its letter No. CB-II/263/PoA/DDU(07/2013/261 dated 16.4.2013 for 3 years i.e. 2012-13, 2013-14 and 2014-15.

33. **Extension of Canteen Contract** : The recommendation of the Canteen Committee for extending the contract of M/s Shri Sai Food for one more year i.e. 2014-15 with revision of rates of various food items (*as per Appendix III*) was placed before the House. After due deliberation it was resolved to approve the same .
34. **MACP to Non-Teaching Staff** : The recommendations dated 20.3.2014 of the Screening Committee of the college for grant of financial upgradation of the Non-teaching staff members under Modified Assured Career Progression Scheme was placed before to the House. It was resolved to approve the same (*Appendix IV*).
35. **Engagement of Advocate** : The Governing Body was apprised of case filed before the Hon'ble High Court of Delhi against the University of Delhi and Others vide petition W.P.(C) 1482/2014 by Mr. O.K. Yadav & others regarding setting aside of the advertisement No. 2/2013 issued by the college on 17.10.2013 for teaching positions and a show cause notice as to why this petition be not admitted. It was further informed that the college needs to engage an advocate for the same. The Governing Body permitted appointment of Ms. Beenashaw Soni, Advocate from the panel approved by the University of Delhi to represent the case before the Hon'ble court.
36. **Appointment of Bursar** : The Governing Body on recommendation of the Principal resolved to appoint Dr. Kulvinder Singh, Associate Professor in Physics as Bursar of the college for another year w.e.f. 1.4.2014.
37. **Condemnation of Staff Car** : It was reported by the Member Secretary that the Staff Car, Ambassador bearing Registration No. DL-2FK-0072 has run more than 1 lakh kilometres and for more than 10 years. It has frequent breakdowns and the Maintenance cost has gone too high ; to the extent that the repairs are no longer economical keeping in view that its written down value is Rs. 13730/- only. Moreover, the mileage has been reduced to less than 8 kms. per litre and is therefore no longer eco-friendly. It is therefore desired that the car be condemned and replaced by a new vehicle. The Governing Body resolved to defer the item.

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

sd/-
**CHAIRMAN,
GOVERNING BODY**

sd/-
PRINCIPAL & MEMBER SECRETARY