

**DEEN DAYAL UPADHYAYA COLLEGE
(UNIVERSITY OF DELHI)**

MINUTES OF THE GOVERNING BODY MEETING

A meeting of the Governing Body was held on **Tuesday, 10th October, 2023 at 3:00 p.m.** in the College Premises/Online Google Meet. The following were present:

1. Prof. S. K. Awasthi, Chairman and University Representative
2. Prof. Monica Singhanian, Treasurer and University Representative
3. Prof. Hem Chand Jain, Member Secretary
4. Dr. Anita Gulati, Teacher's Representative
5. Dr. Jyoti, Teacher's Representative
6. Shri Harish Chandra Tiwari (Representative of staff, other than teachers)-Special Invitee

The Agenda items were taken *ad seriatim*

1) Confirmation of Minutes

- a) The Minutes of the Governing Body Meeting held on 25.08.2023 and 19.09.2023 were confirmed.
- b) **Matter arising out Minutes:** The revised Budget Estimate approved on 19.09.2023 vide Resolution No. 1(b) were modified, keeping in view the new format provided by Directorate of Higher Education, GNCT of Delhi vide their letter No. DHE-9(102)/Plg./RE-BE/2023/6409-29 dated 27.09.2023.
- c) Appropriate actions taken wherever required were reported.

INSTITUTIONAL ITEMS: PART-A

2) Emergency Actions of the Chairman: The following actions taken by the Chairman under his emergency powers were reported, recorded and confirmed:

- a) in extending the tenure of Prof. Hem Chand Jain as Officiating Principal as well as Vice-Principal for a period of six months w.e.f. 1.10.2023 or till such time the appointment to the post of Principal takes place whichever occurs earlier.

3) Principal's Actions: The following actions taken by the Principal were reported, recorded and confirmed:

- a) in extending the contract awarded to M/s Vivek Travels Ltd. for hiring the Car for Principal for the period w.e.f. 06.10.2023 to 05.04.2024 on existing terms and conditions.
- b) Confidential
- c) Confidential.
- d) in granting Maternity Leave to Dr. Shailly Anand, Associate Professor in Zoology for a period of 180 days w.e.f. 29.09.2023 and permitting appointment of substitute against leave vacancy.

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- e) in appointing the following Guest Faculties in different departments out of Maintenance Grant Account for the academic year 2023-24.

S.No.	Name of Teacher	Department	Date of Appointment
1	Ms. Vishata,	Commerce	11.09.2023
2	Mr. Narottam Kumar	Commerce	11.09.2023
3	Ms. Amreen	Commerce	11.09.2023
4	Mr. Anil Kumar	Commerce	11.09.2023
5	Ms. Jagriti Jajoria	Commerce	11.09.2023
6	Ms. Bhawna Thakran	Commerce	11.09.2023
7	Dr. Rashmi Goel	Commerce	11.09.2023
8	Ms. Pooja Kumari	Commerce	11.09.2023
9	Ms. Nikita	Commerce	11.09.2023
10	Ms. Indu Garg	Commerce	11.09.2023
11	Ms. Pramilla,	Economics	16.08.2023
12	Mr. Vikas Kumar	Economics	16.08.2024
13	Ms. Riya Anand	Economics	12.09.2023
14	Ms. Sneha Gupta	BMS	04.09.2023
15	Ms. Muskan Arora	BMS	04.09.2023
16	Ms. Dhun	BMS	04.09.2023 (Resigned 24.09.23)
17	Dr. Tanuja	Hindi	23.08.2023
18	Dr. Preeti Singh	Hindi	23.08.2023
19	Mr. Santosh Kumar Rai	Hindi	23.08.2023
20	Mr. Rahul Kumar	Hindi	23.08.2023
21	Ms. Geeta	Mathematics	21.08.2023
22	Dr. Shivani Sharma	Mathematics	21.08.2023
23	Mr. Naveen Gupta	Mathematics	21.08.2023
24	Ms. Aparna	Mathematics	21.08.2023
25	Dr. Kiran Garg	Operation Research	17.08.2023
26	Dr. Priya Yadav	Zoology	17.08.2023
27	Dr. Guddu Kumar	Zoology	17.08.2023
28	Dr. Jai Kumar	Zoology	17.08.2023
29	Ms. Anjali	Zoology	17.08.2023
30	Dr. Parikha Monga	Zoology	17.08.2023
31	Dr. Vinay Singh Dagar	Zoology	17.08.2023
32	Mr. Raj Kumar	Pol. Science	28.08.2023
33	Mr. H. Zohmingmawia	Pol. Science	28.08.2023
34	Ms. Pragya Singh	Pol. Science	28.08.2023
35	Mr. Vikas Kumar	Pol. Science	28.08.2023
36	Ms. Sapna Gupta	Pol. Science	28.08.2023
37	Mr. Chandrashekhar Yadav	English	25.08.2023
38	Ms. Ruhina Ansari	English	25.08.2023
39	Ms. Barkha	English	25.08.2023
40	Ms. Shweta Singh	English	25.08.2023
41	Dr. Pooja Bhardwaj	English	25.08.2023
42	Ms. Mishail Sharma	English	25.08.2023
43	Ms. Jagriti Gupta	English	25.08.2023
44	Ms. Shubhra Dubey	English	25.08.2023

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45	Mr. Shashwat Tyagi	English	25.08.2023
46	Ms. Dimpay Lochav	English	25.08.2023
47	Mr. Kalyan Biswal	EVS	28.08.2023
48	Dr. Namira Arif	EVS	28.08.2023
49	Ms. Dolly Kain	Botany	16.08.2023
50	Dr. Vachaspati Mishra	Botany	16.08.2023
51	Dr. Shikha Prasad	Botany	16.08.2023
52	Mr. Tenzen Notup	Botany	16.08.2023
53	Dr. Vinita Verma	Comp. Sc.	16.08.2023
54	Ms. Neha Tomar	Comp. Sc.	16.08.2023
55	Mr. Raj Kumar Sharma	Comp. Sc.	16.08.2023
56	Ms. Pooja Rana	Comp. Sc.	16.08.2023
57	Ms. Megha Bansal	Comp. Sc.	16.08.2023
58	Ms. Krishna	Comp. Sc.	16.08.2023 (Resigned 05.09.23)
59	Dr. Aarti Seherawat	Zoology	09.10.2023
60	Dr. Vagisha Rawal	Zoology	09.10.2023

- f) in appointing the following part-time coaches in Department of Physical Education out of Sports Fund (College Student Welfare Fund) for the academic year 2023-24:

S.No.	Name	Name of Sports
1	Shubham	Fencing
2	Dilip Kumar	Baseball
3	Masum Nain	Basketball
4	Tarun Kumar	Basketball & Netball
5	Manish Sharma	Yoga
6	Jitender	Fitness Trainer

- 4) **Sanction of Seed money for Skill Development Centre by University of Delhi:**
The sanction of Rs. 8 lakhs as seed money for establishment of Skill Development Centre by Skill Enhancement Courses Committee, University of Delhi, Delhi were reported and recorded.
- 5) **Appointment of Non-Teaching Staff through Hiring of Outsourcing Services:**
The House considered urgent need to make appointment against the following vacant posts of Non-Teaching Staff:
- i) Four Junior Assistant
 - ii) Four Computer Laboratory Attendant.

The house explored various options to make appointment of the above Non-Teaching Staff urgently as the work is suffering. After due deliberations the House resolved to fill these vacant posts through authorised vendor of University of Delhi or GeM Portal/E-Procurement Portal.

- 6) **Termination of contract with Vandor of the College Cafeteria:** Confidential

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- 7) **Ex-gratia Payment of Summer Vacation Salary:** The ex-gratia payment in lieu of summer vacation (from 29.07.2023 to 15.08.2023) salary in respect of following Assistant Professors on adhoc basis, who had worked till the end of academic session 2022-23 for first year in terms of University Notification No. Acad.I/299/Academic Calander/342 dated 05.07.2023 i.e. 28.07.2023 and were re-appointed on the opening day of the academic session 2023-24 i.e. 16.08.2023 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	Department
1.	Dr. Sandeep Kumar	Botany
2.	Ms. Deepti Gupta	Commerce
3.	Dr. Meghna Aggarwal	Commerce
4.	Mr. Deepak Mittal	Computer Science
5.	Mr. Sanjeet Kumar	Computer Science
6.	Ms. Neha	Electronics
7.	Mr. Naveen Kumar	Electronics
8.	Mr. Ajit Singh	Electronics
9.	Mr. Ranbeer Kumar	English
10.	Dr. Vandana Sharma	Environmental Studies
11.	Mr. Ashish Kumar Tripathi	History
12.	Dr. Rashmi Gupta	Mathematics
13.	Mr. Amlendu Kumar	Mathematics
14.	Mr. Tarachand Prajapati	Mathematics
15.	Mr. Ravi Kumar Meena	Mathematics
16.	Dr. Anina James	Zoology

- 8) **Promotion from Assistant Professors (Academic Pay Level-12) to Associate Professors (Academic Pay Level-13A) under CAS 2018:** The recommendations of duly constituted Selection Committee for Promotion of following Assistant Professors (Academic Pay Level-12, Stage-III) to Associate Professors (Academic Pay Level-13A, Stage-IV) under CAS 2018 and their date of eligibility as per details given below were reported, recorded and approved:

Sl. No.	Name	Department	Date of Selection Committee Meeting	Proposed date of eligibility
1	Dr. Reeta Kumari	Botany	29.08.2023	10.04.2023
2	Dr. Charu Kalra	Botany	29.08.2023	09.04.2023

- 9) **Reporting of Purchases made through GeM:** The following purchases made out of the funds sanctioned by the Governing Body, through due process as per GeM/GFR 2017, were reported, recorded and approved:
- ICT Equipments (Ref. Res. No. 20 dated 16.11.2021). (Annexure-1)
 - Air-conditioning for Botany (Ref. Res. No. 29 dated 29.12.2022). (Annexure-2)
 - Air-conditioning for Zoology (Ref. Res. No. 30 dated 29.12.2022). (Annexure-3)

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- iv) Multi-Purpose Furniture (Ref. Res. No. 05 dated 27.01.2023). (Annexure-4)
- v) ICT Skill Development Centre (Ref. Res. No. 19 dated 17.07.2023). (Annexure-5)
- vi) ICT Centre - Mathematics (Ref. Res. No. 24 dated 17.07.2023). (Annexure-6)

- 10) **Tally Accounting Software:** The proposal of Accounts Section for upgradation of Tally Accounting Software (Tally Prime Silver (Single) to Gold (Multi), Payroll Implementation, Customization of Signatories with Annual Maintenance Contract at a total cost of Rs.1,14,696/- was considered, approved. Further the House resolved to sanction a sum of Rs.1,14,696/- out of ICT Development Fund (College Development Fund).
- 11) **Technical Resignation of Dr. Rohith P.:** The Technical Resignation of Dr. Rohith P., Associate Professor in English w.e.f. 16.06.2022 (A/N) was accepted.
- 12) **New Pension Scheme to Old Pension Scheme:** The following cases of the teaching and non-teaching staff members of the college for their conversion from New Pension Scheme to Old Pension Scheme were considered:
- i. Prof. Avnindra Kumar Singh, Professor in Physics
 - ii. Sh Anil Kumar, Associate Professor in Computer Science
 - iii. Dr. Sunil Kumar, Associate Professor in Commerce
 - iv. Mr. Sandeep, Assistant Professor in Physics
 - v. Dr. Palvit Rudram, Associate Professor in Physics
 - vi. Dr. Mahaveer, Associate Professor in Chemistry
 - vii. Sh. Sandeep Mago, SPA
 - viii. Mr. Mukesh Kumar, MTS

The House noted that there is a need to seek clarification regarding date of creation/notification of post in all the 8 cases from University of Delhi. Therefore, the house resolved to send all the 8 cases to University of Delhi and seek clarification regarding the date of creation/notification of post.

- 13) **Stock Verification Report of Library Books:** The Stock Verification Report of Library books for the year 2022-23 were considered and approved.
- 14) **Stock Verification Reports:** The Stock Verification Reports of Various Departments for the year 2022-23 along with list of unserviceable items were reported, recorded and approved. The Governing Body resolved to constitute a Survey Committee as per University of Delhi guidelines consisting of the following for inspecting and recommending, writing-off and disposal of the unserviceable goods:
- i. Prof. S. K. Awasthi, Chairman and University Representative
 - ii. Prof. Monica Singhania, Treasurer and University Representative
 - iii. Dr. Hem Chand Jain, Officiating Principal
 - iv. Dr. Sachin Mittal, Bursar.

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- v. Teachers-in-charge / Laboratory-in-charge of the concerned department /
Administrative Officer / Librarian / LPE

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

**S/d
PROF. HEM CHAND JAIN
OFFICIATING PRINCIPAL &
MEMBER SECRETARY**

**S/d
PROF. S. K. AWASTHI
CHAIRMAN,
GOVERNING BODY**