

DEEN DAYAL UPADHYAYA COLLEGE

(University of Delhi)

Sector-3, Dwarka, New Delhi-110078

MINUTES OF 153rd MEETING OF THE GOVERNING BODY

The 153rd meeting of the Governing Body was held on **Wednesday, 9th October, 2024 at 02:00 p.m in the ILL, University of Delhi.** The following were present:

1. Prof. Ajit Kumar Mahapatro, University Representative - Chairman
2. Prof. Monica Singhanian, University Representative - Treasurer
3. Prof. Hem Chand Jain, Member Secretary
4. Dr. Sangeeta Talwar, Teacher's Representative
5. Dr. Sunny Manohar, Teacher's Representative
6. Shri Arun Kumar Singh (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 07.06.2024, were confirmed.
- b) 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:

- i. In sanctioning Child Care Leave to Dr. Monika Bansal, Professor in Management Studies w.e.f. 08.08.2024 to 28.03.2025 (233 days) on full salary and appointment of substitute against her leave vacancy. 
- ii. In sanctioning Child Care Leave to Dr. Charu Kalra, Associate Professor in Botany w.e.f. 03.10.2024 to 24.04.2025 (203 days) on full salary and appointment of substitute against her leave vacancy. 
- iii. In recommending vide letter No. DDUC/Actg-Offg.Principal/2024/960 dated 29.06.2024 addressed to the Dean of Colleges, University of Delhi for the extension of Prof. Hem Chand Jain as Officiating Principal and Vice-Principal of the College for a period of six months w.e.f. 01.07.2024 to till such time the appointment of regular Principal takes place, whichever is earlier. 
- iv. In recommending vide letter No. DDUC/Actg-Offg.Principal/2024/1046 dated 30.09.2024 addressed to the Dean of Colleges, University of Delhi for the extension of Prof. Hem Chand Jain as Officiating Principal and Vice-Principal of the College for a period of six months w.e.f. 01.10.2024 to till such time the appointment of regular Principal takes place, whichever is earlier. 
- v. In sanctioning Child Care Leave to Ms. Sunita Rana, Library Attendant in Library w.e.f. 19.09.2024 to 18.10.2024 (30 days) on 80% of her leave salary. 

- 3) **Principal's Actions:** The following actions taken by the Principal were reported, recorded and confirmed:
- i. In extending the contract awarded to M/s Vivek Travels Ltd. for hiring the Car for Principal for the period w.e.f. 06.07.2024 to 31.07.2024; 01.08.2024 to 31.08.2024; and 01.09.2024 to 30.09.2024, on existing terms and conditions, as the process of awarding contract to new vendor through GeM required more time. 
 - ii. In extending the contract awarded to M/s Shiv Shakti Enterprises for running the College Canteen w.e.f. 01.07.2024 to 31.08.2024; 01.09.2024 to 30.09.2024; and 01.10.2024 to 31.10.2024 on existing terms and conditions, as the process of awarding contract to new vendor through GeM required more time. 
 - iii. In extending the contract awarded to M/s SBC Exports Ltd. for supply of Manpower Services i.e. 04 Computer Laboratory Attendants w.e.f. 20.07.2024 to 31.08.2024; 01.09.2024 to 30.09.2024; and 01.10.2024 to 31.10.2024 on existing terms and conditions, as the process of awarding contract to new vendor through GeM required more time. 
 - iv. In extending the contract awarded to M/s SBC Exports Ltd. for supply of Manpower Services i.e. 04 Junior Assistants w.e.f. 20.07.2024 to 31.08.2024; 01.09.2024 to 30.09.2024; and 01.10.2024 to 31.10.2024 on existing terms and conditions, as the process of awarding contract to new vendor through GeM required more time. 
 - v. Confidential
 - vi. Confidential
 - vii. Confidential
 - viii. In permitting award of contract to M/s Vivek Emobility Pvt. Ltd. for hiring of a car for the Principal in terms of Directorate of Higher Education, GNCT of Delhi letter No. DHE-13(002)/100% Colleges/DDU/Staff Car/2019/4917 dated 02.09.2019 and Letter No. DHE-13(002) 100% Colleges/DDUC/Staff Car/2019/780 dated 27.05.2024.  The Minimum price for hiring an electric car on monthly basis was Rs.65,000/-. Therefore, in terms of resolution No. 6 of GB meeting dated 07.06.2024 a Non-Electric Car within the prescribed ceiling was hired by following the codal formalities through GeM (GEMC: 511687709884573 Dated 27.09.2024) @Rs. 49,990/- per month (inclusive of GST) from M/s Vivek Emobility Pvt. Ltd. for a period from 01.10.2024 to 30.09.2026 with a provision of extension of the contract for six Months beyond 30.09.2026. 
 - ix. In permitting award of contract to M/s Vivek Travels Pvt. Ltd. for need based hiring of bus for educational purpose within Delhi, NCR, and outstation by following the codal formalities through GeM (GEMC: 511687794288485 Dated 26.09.2024) for a period of one year w.e.f. 27.09.2024. 

- x. In deputing Mr. Sunil Gupta, Technical Assistant, Department of Physics further to look after the seat work of Section Officer (Admin.) in diverted capacity during leave absence of Mr. Prem Singh Rawat, Section Officer (Admin.) who has extended his long leave up to 25-10-2024 (HPL).
- xi. In appointing the following Assistant Professors on ad-hoc basis, at the minimum Basic Pay of Pay Level 10 of Pay Matrix for teachers plus usual allowances thereon, w.e.f. the date of joining mentioned against each for the period not more than 120 days during the Academic Session 2024-25:

S. No.	Name	Department	Category	Date of Joining
1	Dr. Sandeep Kumar	Botany	SC	01.08.2024(F/N)
2	Ms. Deepti Gupta	Commerce	UR	01.08.2024(F/N)
3	Dr. Meghna Aggarwal	Commerce	UR	01.08.2024(F/N)
4	Mr. Deepak Mittal	Computer Science	UR	01.08.2024(F/N)
5	Mr. Sanjeet Kumar	Computer Science	OBC	01.08.2024(F/N)
6	Ms. Neha	Electronics	UR	01.08.2024(F/N)
7	Mr. Naveen Kumar	Electronics	SC	01.08.2024(F/N)
8	Mr. Ajit Singh	Electronics	OBC	01.08.2024(F/N)
9	Dr. Vandana Sharma	Environmental Studies	UR	01.08.2024(F/N)
10	Dr. Rashmi Gupta	Mathematics	UR	01.08.2024(F/N)
11	Mr. Amlendu Kumar	Mathematics	SC	01.08.2024(F/N)
12	Mr. Tarachand Prajapati	Mathematics	OBC	01.08.2024(F/N)

- xii. In appointing the following guest faculties in different departments out of the Maintenance Grant Account for the Academic Session 2024-25:

S.No	Name of the Faculty	Date of Joining	Department
1	Mr. Ankit Jaiswal	01.08.2024	English
2	Mr. Vikram Singh Nirwan	01.08.2024	English
3	Mr. Chandrashekhar Yadav	01.08.2024	English
4	Ms. Barkha	01.08.2024	English
5	Dr. Sarvesh Kumari	01.08.2024	English
6	Ms. Jhanvi Gupta	01.08.2024	English
7	Dr. Uplabdh Sangwan	01.08.2024	English
8	Dr. Savita Pathak	01.08.2024	English
9	Ms. Jagriti Gupta	01.08.2024	English
10	Dr. Pooja Bhardwaj	01.08.2024	English
11	Ms. Mishail Sharma	01.08.2024	English
12	Ms. Nancy Kaushik (Resigned)	01.08.2024	English
13	Ms. Sarika Chhetry (Resigned)	20.09.2024	English
14	Ms. Anoushka Sinha	01.10.2024	English
15	Dr. Tenzen Notup	31.07.2024	Botany
16	Dr. Dolly Kain	31.07.2024	Botany
17	Dr. Shikha Prasad	31.07.2024	Botany
18	Dr. Shipra Goyal	31.07.2024	Botany
19	Mr. Mohit Saini	31.07.2024	Commerce
20	Mr. Gulshan Kumar	31.07.2024	Commerce
21	Ms. Anuja Yadav	31.07.2024	Commerce
22	Dr. Pooja Jaiswal	31.07.2024	Commerce

23	Mr. Aditya Vikram	31.07.2024	Commerce
24	Mr. Gopal Prasad Sharma	31.07.2024	Commerce
25	Ms. Lalita	31.07.2024	Commerce
26	Dr. Vishata	31.07.2024	Commerce
27	Ms. Jyoti Gupta	31.07.2024	Commerce
28	Ms. Divya Goel	31.07.2024	Commerce
29	Dr. Neelu Verma (Resigned)	31.07.2024	Commerce
30	Dr. Jagbir Singh Kadyan (Resigned)	31.07.2024	Commerce
31	Mr. Rajesh Kumar	06.09.2024	Commerce
32	Ms. Priyanka Khanna	27.09.2024	Commerce
33	Ms. Kirti Jain	31.07.2024	Computer Science
34	Dr. Vinita Verma	31.07.2024	Computer Science
35	Ms. Richa	06.08.2024	Computer Science
36	Ms. Pooja Rana	01.08.2024	Computer Science
37	Dr. Megha Bansal	31.07.2024	Computer Science
38	Ms. Neha Tomar	31.07.2024	Computer Science
39	Mr. Muskan Arora	01.08.24 & 05.09.2024	Management Studies
40	Ms. Sneha Gupta	01.08.24 & 05.09.2024	Management Studies
41	Mr. Rakshit Lakra	05.09.2024	Management Studies
42	Ms. Parul Jain	05.09.2024	Management Studies
43	Ms. Rashmi	05.09.2024	Management Studies
44	Ms. Aparna	01.08.24 & 24.09.2024	Mathematics
45	Dr. Anu Kumari	01.08.24 & 24.09.2024	Mathematics
46	Ms. Geeta	01.08.24 & 24.09.2024	Mathematics
47	Dr. Shivani Sharma D/o Mr. S.K. Sharma	01.08.24 & 24.09.2024	Mathematics
48	Dr. Shivani Sharma D/o Mr. Amit Sharma	24.09.2024	Mathematics
49	Mr. Sumit Malik	24.09.2024	Mathematics
50	Ms. Sheetal	24.09.2024	Mathematics
51	Dr. Jai Kumar	01.08.2024	Zoology
52	Ms. Anjali	01.08.2024	Zoology
53	Mr. Vinay Singh Dagar	01.08.2024	Zoology
54	Ms. Anu Bala	01.08.2024	Zoology
55	Dr. Guddu Kumar	01.08.2024	Zoology
56	Dr. Rohit Jamwal	01.08.2024	Zoology
57	Dr. Priya Yadav (Resigned)	01.08.2024	Zoology
58	Ms. Parikha	01.08.2024	Zoology
59	Mr. Vikas Kumar	01.08.24 & 17.09.2024	Political Science
60	Ms. Rebekash Borgoyary (Resigned)	01.08.2024	Political Science
61	Ms. Pragya Singh (Resigned)	01.08.2024	Political Science
62	Ms. Sapna Gupta (Resigned)	01.08.2024	Political Science
63	Ms. Akanksha Sharma	17.09.2024	Political Science
64	Ms. Ruchi Negi	17.09.2024	Political Science
65	Mr. Brijesh Chandra Srivastava	17.09.2024	Political Science
66	Dr. Nikhil Jain	17.09.2024	Political Science
67	Ms. Riya Anand	01.08.2024	Economics
68	Ms. Pramilla	01.08.2024	Economics
69	Ms. Vikas Kumar	01.08.2024	Economics
70	Mr. Rahul Kumar	01.08.2024	Hindi
71	Mr. Santosh Kumar Rai	01.08.2024	Hindi
72	Dr. Preeti Singh	01.08.2024	Hindi
73	Dr. Archita Singh	01.08.2024	Hindi
74	Dr. Aparna Erra Shree	20.08.2024	History
75	Dr. Akash Jain	20.08.2024	History
76	Dr. Namira Arif	01.08.24 & 10.09.2024	EVS
77	Shilpi Pandey	10.09.2024	EVS

- xiii. in appointing the following part-time coaches in Department of Physical Education out of sports Fund (College Student Welfare Fund) for the Academic Session 2024-25:

S.No.	Name of Teacher	Game	Period of Appointment
1	Mr. Shubham	Fencing	01.08.2024 & 05.09.24
2	Mr. Manish Sharma	Yoga	01.08.2024 & 05.09.24
3	Mr. Jitender	Fitness	01.08.2024
4	Mr. Dilip Kumar	Baseball	01.08.2024

- xiv. in accepting the resignation of the following Guest Faculties appointed for the Academic Session 2023-24 w.e.f. the date mentioned against each:

S. No.	Name	Date of Resignation	Department
1	Ms. Pragya Singh	14.09.2024	Political Science
2	Ms. Sapna Gupta	14.09.2024	Political Science
3	Ms. Rebekah Borgoyary	14.09.2024	Political Science
4	Dr. Neelu Verma	23.09.2024	Commerce
5	Dr. Jagbir Singh Kadyan	29.08.2024	Commerce
6	Ms. Sarika Chhetry	27.09.2024	English
7	Ms. Nancy Kaushik	20.09.2024	English
8	Dr. Priya Yadav	01.10.2024	Zoology

- xv. in accepting the resignation of Mr. Amlendu Kumar, Assistant Professor (Adhoc basis) in the Department of Mathematics w.e.f. 18-09-2024 (A/N).

- xvi. In appointing the following Non-Teaching Staff member on contractual basis at Minimum Basic Pay of Pay Level of post plus Dearness Allowance thereon at applicable rates w.e.f. 07.06.2024 (F/N) for the period upto 04.12.2024 to be paid out of College Development Fund A/c:

Sr.No.	Name	Designation	Deptt.	Salary Head
1.	Mr. Yogesh Kumar	Multi Tasking Staff	Admin. Office	Campus Maintenance and Development Fund (CDF A/c)

- xvii. In appointing the following Non-Teaching Staff member on contractual basis at Minimum Basic Pay of Pay Level of post plus Dearness Allowance thereon at applicable rates w.e.f. 07.06.2024 (F/N) for the period upto 04.12.2024 to be paid out of the College Student Welfare Fund A/c:

Sr.No.	Name	Designation	Department	Salary Head
1.	Ms. Renu	Multi Tasking Staff	Girls Common Room	Misc. Head (CSWF A/c)

- xviii. In appointing the following Non-Teaching Staff members on contractual basis at Minimum Basic Pay of Pay Level for each category of posts plus Dearness Allowance thereon at applicable rates w.e.f. 07.06.2024 (F/N) for the period upto 04.12.2024

Sr.No.	Name	Designation	Posted at Lab./Deptt./ Lib./Centre
1.	Mr. Satish Kumar Sah	Section Officer	Accounts
2.	Mr. Sandeep Bhardwaj	S.T.A. (Computer)	Computer Centre
3.	Mr. Hari Om Sharma	S.T.A. (Computer)	Computer Centre
4.	Mr. Upendra Singh	S.T.A. (Computer)	Computer Science
5.	Mr. Sachin Kumar	Jr. Assistant	Accounts Section
6.	Mr. Sagar	Jr. Assistant	Admin. Office
7.	Mr. Gaurava Vashishth	Comp. Lab. Attdt.	Computer Centre
8.	Mr. Parveen Kumar	Comp. Lab. Attdt.	Computer Centre
9.	Mr. Amit Kumar	Comp. Lab. Attdt.	Computer Centre
10.	Mr. Budh Ram	Comp. Lab. Attdt.	Business Studies
11.	Mr. Nitin Kumar	Comp. Lab. Attdt.	Business Studies
12.	Mr. Lalit Giri	Laboratory Attendant	Botany
13.	Mr. Gurdas	Laboratory Attendant	Chemistry
14.	Ms. Sunita Vishwakarma	Laboratory Attendant	Chemistry
15.	Mr. Thakur Adhikari	Laboratory Attendant	Chemistry
16.	Mr. Upender Shah	Laboratory Attendant	Chemistry
17.	Mr. Bhuwan Chander	Laboratory Attendant	Electronics
18.	Mr. Pankaj Kanwal	Laboratory Attendant	Physics
19.	Ms. Shabnam	Laboratory Attendant	Physics
20.	Mr. Motilal Hembram	Laboratory Attendant	Physics
21.	Mr. Amit Kumar	Laboratory Attendant	Research Centre
22.	Mr. Daya Kishan Khulbe	Laboratory Attendant	Zoology
23.	Mr. Saurabh Saxena	Laboratory Attendant	Administration
24.	Mr. Nagender Pal	Laboratory Attendant	Zoology
25.	Mr. Vidya Sagar	Library Attendant	Library
26.	Mr. Nitish Mittal	Library Attendant	Library
27.	Mr. Harendra Kumar	Multi-Tasking Staff	Administration
28.	Mr. Bharat Chhabra	Multi-Tasking Staff	Administration
29.	Mr. Durga Prasad	Multi-Tasking Staff -Mali	Administration
30.	Mr. Vikram Kumar	Multi-Tasking Staff -Mali	Administration
31.	Mr. Pawan Kumar	Multi-Tasking Staff -Mali	Administration
32.	Mr. Vinod Kumar Yadav	Multi-Tasking Staff -Mali	Administration

- 4) **Milk Booth and Coffee Booth:** The Member Secretary reported that the Food Kiosk being operated by M/s Gujrat Cooperative Milk Marketing Fed. Ltd. has vacated the premises w.e.f. 31.05.2024. Further, the ATM Counter in the Utility Block has also been vacated by the Home Bank i.e. Punjab National Bank. In terms of the GB resolution No 10 dated 29.11.2023 a new ATM counter is under construction near the Gate No.1. To effectively utilize the premises vacated by the bank it was proposed to convert this into a coffee shop. After due deliberations the house resolved the following:
- To let out Food Kiosk as Milk Booth and ATM Counter as a Coffee Shop.
 - The Milk Booth be offered to franchisee/vendors of reputed milk brands such as Mother Dairy, AMUL, etc.
 - The Coffee Shop be offered to franchisee/vendors of reputed Coffee brands such as Nescafe, Café Coffee Day, etc

- d. The Minimum License Fee for each of these Booths will be Rs. 2500/- per month. (Reference: GB Resolution No.5 of its meeting dated 07.06.2024)
- e. The Water Charges for each of these Booths will be Rs. 500/- per month
- f. The Electricity Charges will be as per actual on BSES rates
- g. The vendor will be selected through GeM based on highest License Fee and competitive price of products offered by the technically qualified reputed vendors.

5) **Approval of extension of tenure of Prof. Hem Chand Jain as Officiating Principal:** The approval of extension of tenure of Prof. Hem Chand Jain as Officiating Principal as well as Vice-Principal of the college for a period of three months w.e.f. 01.07.2024 or till the appointment of a regular Principal, whichever is earlier, vide University of Delhi Letter No. CS-I/(III)/VP/DDUC/2024/8563 dated 09.07.2024 was reported and recorded.

6) **Retirement of following Teaching and Non-Teaching Staff Members:** The Retirement of following Teaching and Non-Teaching Staff Members and release of Retirement Benefits to them were reported and recorded:












Sr. No.	Name	Designation	Date of Retirement	GPF Dues and date of Payment	Gratuity Dues and date of Payment
1	Dr. Suman Bala Manchanda	Associate Professor in Hindi	31.12.2022	Rs.1,01,78,559/- 31.12.2022	Rs.20,00,000/- 24.03.2024
2	Dr. Pramesh Ratnakar	Associate Professor in English	31.01.2023	Rs.15,92,647/- 31.01.2023	Rs.20,00,000/- 24.03.2024
3	Mr. Hari Kumar S	Section Officer Accounts	31.05.2023	Rs.14,23,317/- 31.05.2023	Rs.16,15,523/- 24.03.2024
4	Mr Subhash Rana	Driver	30.09.2023	Rs.51,88,241/- 30.09.2023	Rs.11,11,860/- 24.03.2024
5	Mr. Gyanesh Prasad Soti	Professional Assistant in Library	31.07.2024	Rs.72,50,570/- 01.08.2024	








7) **Approval of Resignation of Himanshu Prasad Roy:** The approval of resignation of Himanshu Prasad Roy, Professor in Political Science w.e.f. 06.06.2023 vide University Letter No. CS.I/III/Resignation/DDUC/2024/8931 Dated 28-08-2024 was reported and recorded.









8) **Placement/Promotion of Dr. Kapil to Academic Pay Level-12:** The recommendation of the Screening-cum-Evaluation Committee of its meeting held on 06.09.2024 for considering the promotion/placement of Dr. Kapil, Department of Chemistry from Assistant Professor - Stage-II (Academic Pay Level-11) to Assistant Professor - Stage-III (Academic Pay Level-12) under CAS-2018 from date of his eligibility i.e. w.e.f. 31.07.2023 was approved.




9) **Ex-Gratia Payment to Adhoc Assistant Professors:** The cases for grant of ex-gratia payment in lieu of summer vacation (from 14.06.2024 to 31.07.2024) salary in respect of the following Adhoc, Assistant Professors, who have worked till the end of the academic session 2023-24 i.e. 12.06.2024 and were re-appointed on the opening day of the academic session 2024-25 i.e. 01.08.2024 in this college, on the basis of an 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	Dr. Vandana Sharma	Environmental Studies
10	Dr. Rashmi Gupta	Mathematics
11	Mr. Amlendu Kumar	Mathematics
12	Mr. Tarachand Prajapati	Mathematics



- 10) **Audited Accounts (Consolidated Balance Sheet):** The Audited Consolidated Balance Sheet pertaining to all the accounts of the college for the financial year 2023-24 by the Statutory Auditor M/s JMG & Associates, Chartered Accountants were considered and approved by the House. 
- 11) **Audited Accounts (UGC and DBT):** The Audited Balance Sheet & other accounts pertaining to UGC Grant A/c  and DBT Grant A/c  for the financial year 2023-24 by the Statutory Auditor M/s JMG & Associates, Chartered Accountants were considered and approved by the House.
- 12) **Audited Accounts (Provident Fund A/c):** The Audited Balance Sheet & other accounts pertaining to Provident Fund A/c for the financial year 2023-24 by the Statutory Auditor M/s JMG & Associates, Chartered Accountants were considered and approved by the House. 
- 13) **Audited Accounts (DDUC Fee A/c):** The Audited Balance Sheet & other accounts pertaining to DDUC Fee A/c for the financial year 2023-24 by the Statutory Auditor M/s JMG & Associates, Chartered Accountants were considered and approved by the House. 
- 14) **Audited Accounts (Self-Generated Funds):** The Audited Balance Sheet & other accounts pertaining to College Student Welfare Fund (Student's Society) A/c , College Development Fund A/c , Student Security A/c  and Add-on Course A/c  for the financial year 2023-24 by the Statutory Auditor M/s JMG & Associates, Chartered Accountants were considered and approved by the House.
- 15) **Revised Estimates 2024-25 & Budget Estimates 2025-26:** The Revised Estimates for the financial year 2024-25 and Budget Estimates for the financial year 2025-26 were considered and approved by the House. 
- 16) **Revision of Fee Structure for FSR Students:** The revision of Fee Structure (as per Admission Bulletin 2024-25 released by Foreign Students' Registry FSR) for Foreign Students' students taking admission from the Academic Year 2024-25 onwards was reported and recorded. 

- 17) **Revision of University Fee:** The University Notification No.Acad.I/UG & PG Fee/2024-25/228 dated 21.06.2024 regarding revision of University Fee for the students taking admission in the University/Colleges for the Academic Session 2024-25 for Undergraduate programmes was reported and recorded. 
- 18) **Reduction in Charges Collected under the Head 'Campus Maintenance and Development Fund from 2nd and 3rd Year students:** The request letter dated 07.08.2024 received from college students regarding reduction in funds collected under the Head 'Campus Maintenance and Development Fund from students was considered. After due deliberation it was resolved that the amount of Rs. 2,000/- increased under the head Campus Maintenance and Development Fund (College Development Fund A/c) vide GB Resolution No. 23 of its meeting held on 28.03.2024 be implemented for the students admitted for the Academic Year 2024-25 and onwards. Further it was resolved to refund the increased amount of Rs. 2,000/- collected from the students of earlier batches be refunded to them. 
- 19) **Receipt of Online Application Fee for Teaching Posts:** The receipt of ₹10,20,000/- from the University towards reimbursement of Online Application Fee for Teaching Posts on the University Portal was reported and recorded. 
- 20) **Confidential**
- 21) **Confidential**
- 22) **PAG Audit Report 2018-2022:** The House considered and approved the Para-wise revised replies and action taken report to PAG Audit Report 2018-2022. 
- 23) **Confidential**
- 24) **Confidential**
- 25) **Child Care Leave:** The Child Care Leave application of following were considered and resolved to approve as per details given below:
- i. Ms. Pratima, Associate Professor in Physics w.e.f. 02.12.2024 to 30.05.2024 (180 days) on full salary and appointment of substitute against her leave vacancy subject to workload of the department. 
 - ii. Dr. Poonam Kasturi Sharma, Associate Professor in Electronics w.e.f. 03.01.2025 to 24.04.2025 (112 days) on full salary and appointment of substitute against her leave vacancy subject to workload of the department. 
- 26) **Confidential**
- 27) **Confidential**
- 28) **Disposal of e-waste items (College Students Welfare Fund Account):** The disposal of e-waste items recommended for writing off and disposal by the Survey Committee out of the Stock Verification carried out for the years 2016 to 2023, through Government e-Market (GEM) Portal to the Bidder; M/s. Greenwish E-Waste Recyclers, and deposition of bid amount of Rs. 1,08,800/- (Rs. 8800/- + Rs. 100000/-) in the College Students Welfare Fund Account was reported and recorded. 

- 29) **Disposal of e-waste items (Non-Recurring Grant Account):** The disposal of e-waste items recommended for writing off and disposal by the Survey Committee out of the Stock Verification carried out for the years 2016 to 2023, through Government e-Market (GEM) Portal to the Bidder; M/s. Greenwish E-Waste Recyclers, and deposition of bid amount of Rs. 40,000/- (Rs. 25,000/- + Rs. 15,000/-) in the Non-Recurring Grant Account was reported and recorded. 
- 30) **Disposal of Raddi from Library:** Award of contract for disposal of Raddi from Library, for the years 2020 to 2023 through Government e-Market (GEM) Portal to the Bidder; to M/s. Ishan Industries was reported and recorded. The actual amount of recovery will be determined after weighing the raddi. 
- 31) **Installation of LED Wall Screen:** The purchase and installation of LED Wall Screen in the auditorium of the College at a total cost of Rs.27,96,112/- through GeM (GEMC:511687751221812 dated 23.08.2024) was reported and recorded. 
- 32) **Moveable Basketball Backboard and Post:** The requirement of sports committee for purchase of moveable Basketball Backboard and Post at an approximate cost of Rs. 16,00,000/- was considered. After due deliberation the House resolved to approve the same and sanctioned a sum of Rs. 16,00,000/- out of Sports fund (College Students Welfare Fund A/c) 
- 33) **Grant of one Research Project as a Principal Investigator at a time:** The recommendation dated 22.07.2024 of Research and Development Cell of the College to change the eligibility Criteria for sanction of Grant for projects from College was considered. After due deliberations the house resolved to accept the proposal of Research Cell that there should not be more than one sanctioned or on-going project as a Principal Investigator (PI) from the college at one point of time. However, the faculty members would be free to apply for projects to the external funding agencies at the same time. 
- 34) **Estimates submitted by PWD:** The following estimates submitted by PWD were considered and resolved that:
- i. The Proposal for Dismantle of front wall tile and plaster, texture exterior paint on right side of Principal Office to 1st expansion Joint of Admin Block in the college at a cost of Rs.52,09,600/- was considered. After due deliberation it was resolved to approve the same and sanction a sum of Rs.52,09,600/- out of Campus Maintenance and Development Fund (College Development Fund A/c). 
 - ii. The Proposal for ARMO Comprehensive maintenance of LAN System of D-Link make i/c routine operation and maintenance at a cost of Rs.27,93,575/- was considered. After due deliberation it was resolved to approve the same and sanction a sum of Rs.27,93,575/- out of Campus Maintenance and Development Fund (College Development Fund A/c). 
 - iii. The Proposal for ARMO Comprehensive maintenance & operation of HVAC, VRV & ST/WT AC's at a cost of Rs.67,76,345/- was considered. After due deliberation it was resolved to approve the same and sanction a sum of Rs.67,76,345/- out of Campus Maintenance and Development Fund (College Development Fund A/c). 











- iv. The Proposal for the Preliminary Estimate of Rs. 42,01,800/- from the Office of the Assistant Engineer (Civil), SWBM, Sub-Division 5, P.W.D., DDU College regarding Estimation & Investigation/Diagnosis/Structural Audit of Deen Dayal Upadhyaya College Building at Sector-3, Dwarka, New Delhi was considered. The Member Secretary reported that as the condition of building required Structural Audit on urgent basis, therefore, this proposal was forwarded to DHE for administrative approval and expenditure sanction. After due deliberation the House resolved to request the DHE to give its administrative approval and expenditure sanction in the interest of safety and security of staff and students 
- 35) **Deduction for Medical Facility:** The University of Delhi Notification No.Estab.II(i)/891 dated 19th July, 2024 regarding College staff (Teaching/Non-Teaching) will no longer avail the medical facility from WUS Health Centre and would avail medical facility from the respective college itself as per guidelines of the University/GOI as amended from time to time, was reported and recorded. Accordingly, a notice has been issued to all staff members for medical contribution to be deducted from their salary w.e.f. the month of September, 2024 onwards at prescribed rates. The House resolved to retain the contribution so deducted from such employees who wish to avail medical facility from college will be reflected in the college accounts as receipt under the Head Salary. 
- 36) **Fixation of Pay:** The fixation of pay of the following Non-Teaching Staff members on account of Financial upgradation under MACP as approved by University of Delhi vide letter No. mentioned against each was reported and recorded: 


S. No.	Name of Employee	Designation	Upgradation	Pay fixed with applicable pay level & cell	University approval letter No.
1.	Mr. Sikander Aggarwal	Administrative Officer	(2 nd MACP) 13.09.2023	Rs. 96,900/- (Level-12, Cell-08)	CS-III/124/DDU/ 2024/ Min./242 dated 19.06.2024
			01.07.2024	Rs. 1,02,800/- (Level-12, Cell-10)	
2.	Mr. Jitender Solanki	Assistant	(2 nd MACP) 18.05.2023	Rs. 38,100/- (Level-05, Cell-10)	CS-III/124/DDU/ 2024/ Min./241 dated 19.06.2024
			01.01.2024	Rs. 40,400/- (Level-05, Cell-12)	

- 37) **Digitisation & Binding of Minutes of GB:** The Digitisation (scanned copy of Minutes) & Binding (Original and Zerox Copy in 10 Volumes each) of all the Minutes of the Governing Body Meetings right from the inception of the College i.e. 12.10.1990 (1st Meeting) till 29.11.2023 (148th Meeting) at a total cost of Rs. 15,868/- was appreciated, reported, recorded and approved. 
- 38) **Award of Cafeteria:** The recommendation of purchase committee and cafeteria committee to award contract for running College Cafeteria to M/s Eswara Kamadhenu Restaurant Private Limited for two years with effect from 01.11.2024 with a provision of extension for six months and other terms and conditions as per GeM agreement was considered and approved. The vendor was selected by following all the codal formalities through GeM (GEMC: 511687744180845 Dated: 06.10.2024) 

End of Part-A

HOSTEL ITEMS: PART-B

- 39) **Principal's Actions:** The following actions taken by the Principal were reported, recorded and confirmed:
- i. In appointing the following staff on contractual basis for the Girls' Hostel w.e.f 08.06.2024 upto 05.12.2024. 
 1. Ms. Ekta Sinha as Manager
 2. Ms. Kanika Bhatia as Junior Assistant
 - ii. In appointing the following staff on contractual basis for the Boys' Hostel w.e.f 08.06.2024 upto 05.12.2024. 
 1. Ms. Usha Verma as Junior Assistant
 2. Mr. Devender Pratap Singh as MTS
 - iii. In extending the contract awarded to M/s. Shiv Shakti Enterprises for Mess w.e.f. 05.09.2024 to 04.10.2024 on the existing terms and conditions as the process of awarding contract to new vendor through GeM required more time. 
 - iv. in awarding contract to M/s Shiv Shakti Enterprises for operating the hostels mess for two years w.e.f. 05.10.2024 at the rate of Rs. 4,650/- per person per month extendable by 6 months through GeM (GEMC:511687758474100 Dated 01.10.2024). 
- 40) **Release of Payment to PWD:** The letter received from PWD, vide Ref. No. 54(budget)DP Building M Mandal/2024/1040, dated 20/09/2024 for release of fund of Rs. 27,26,342/- against the sanction of Rs.45,60,400/- vide GB Resolution No. 34 dated 17.07.2023 towards civil work done by PWD in the Boys' and Girls' Hostel was considered and resolved to release the payment subject to completion of codal formalities by PWD. 
- 41) **Audited Accounts (DDUC Boys Hostel A/c):** The Audited Balance Sheet & other accounts pertaining to DDUC Boys Hostel A/c for the financial year 2023-24 by the Statutory Auditor M/s JMG & Associates, Chartered Accountants were considered and approved by the House. 
- 42) **Audited Accounts (DDUC Girls Hostel A/c):** The Audited Balance Sheet & other accounts pertaining to DDUC Girls Hostel A/c for the financial year 2023-24 by the Statutory Auditor M/s JMG & Associates, Chartered Accountants were considered and approved by the House. 
- 43) **Stock Verification Reports (Boys Hostel):** The Stock Verification Reports of Boys Hostel for the financial year 2023-24 were reported, recorded and approved. 
- 44) **Stock Verification Reports (Girls Hostel):** The Stock Verification Reports of Girls Hostel for the financial year 2023-24 were reported, recorded and approved. 
- 45) **Repair of bathroom and shaft in the Boys' Hostel:** The proposal of PWD Civil for Repair of bathroom and shaft for seepage rectification in the Boys' Hostel vide their Preliminary Estimate Letter No. 23(5) South-West/Div Dwarka Court/D.B./2024-25/483, dated 26/06/2024, worth Rs. 48,86,900/- was considered. After due deliberation resolved to approve the same and sanctioned a sum of Rs. 48,86,900/- out of Repairs & Maintenance of Premises Head of the Boys' Hostel A/c. 

- 46) **Repair of bathroom and shaft in the Girls' Hostel:** The proposal of PWD Civil for Repair of bathroom and shaft for seepage rectification in the Girls' Hostel vide their Preliminary Estimate Letter No. 23(5) South-West/Div Dwarka Court/D.B./2024-25/484 dated 26/06/2024 worth Rs. 39,66,800/- was considered. After due deliberation resolved to approve the same and sanctioned a sum of Rs. 39,66,800/- out of Repairs & Maintenance of Premises Head of the Girls' Hostel A/c 

End of Part B

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

S/d

**Prof. Hem Chand Jain
OFFICIATING PRINCIPAL &
MEMBER SECRETARY**

S/d

**Prof. Ajit Kumar Mahapatro
CHAIRMAN,
GOVERNING BODY**