

DEEN DAYAL UPADHYAYA COLLEGE

(University of Delhi)

Sector-3, Dwarka, New Delhi-110078

MINUTES OF THE GOVERNING BODY MEETING

A meeting of the Governing Body was held on **Thursday 29th December 2022 at 11:30 p.m.** in the college Premises. The following were present:

1. Prof. S. K. Awasthi, University Representative
2. Prof. Monica Singhanian, 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) **Appreciation of Outgoing Members:** At the very outset the Governing Body placed on record the services rendered by the Outgoing members Prof. D. S. Rawat, Shri Sunil Kumar (Chairman), Shri Sumit Dixit (Treasurer), Shri Anil Kumar Chaudhary, Smt. Rajni Sodhi, Shri Chhote Lal Aggarwal, Smt. Reeva Sood, Shri Awadhesh Yadav, Shri M.Ramesh Babu, Sh. Divya Ratan Verma, Dr. Ratna, Dr. Nityananda Agasti, and Shri Surinder Kumar Mishra (Special Invitee).
- 2) **Welcome of New Members:** The Governing Body once again welcomed the University Representative: Prof. Monica Singhanian as member of the Governing Body. The House also welcomed the new members of Governing Body Dr. Anita Gulati and Dr Jyoti as the Teacher's Representatives; and Shri Harish Chandra Tiwari as the Representative of staff, other than teachers (Special Invitee).
- 3) **Election of Chairman:** The House noted that there is no Chairman and the Treasurer, thereafter, it was decided to elect the Chairman first and appoint the Treasurer before taking up the Agenda items. Prof. Monica Singhanian proposed the name of Prof. S. K. Awasthi which was seconded by all other members. Prof. S. K. Awasthi, was thus unanimously elected as the Chairman, Governing Body. Prof. S. K. Awasthi, assumed the Chair thereafter.
- 4) **Appointment of Treasurer:** The Governing Body appointed Prof. Monica Singhanian as the Treasurer.
- 5) **Reconsideration of Agendas of the Meetings dated 02/05/2022, 11/05/2022, 06/07/2022 and 01/11/2022:** Confidential
 - i. **Meeting held on Monday 2nd May 2022 at 12:00 Noon in the College Premises:** It was reported and recorded that due to unavoidable circumstances the meeting was adjourned without transacting any business.



- ii. **Meeting held on Wednesday, 11th May, 2022 at 2:00 p.m. in the college premises :** The agenda items of Adjourned Meeting dated 02/05/2022 was taken up *ad-seriatim*:

INSTITUTIONAL ITEMS: PART-A


1. Confirmation of Minutes:

- a) **Confirmation of Minutes:** Minutes of the Governing Body meeting held on 05.03.2022 were read and confirmed. Confidential
- b) **Action Taken on Minutes:** Appropriate action will be taken only after signature on the Minutes by the then Chairman.

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

- i. in permitting extension of contract for Security Services awarded to M/s. Rulx Security Group Pvt. Ltd beyond. 18.04.2022 upto 30.04.2022 on the same terms & conditions in view of the fact that the process of hiring the new agency could not be completed by that time. 
- ii. in permitting extension of contract for Security Services awarded to M/s. Rulx Security Group Pvt. Ltd w.e.f. 01.05.2022 upto 10.05.2022 on the same terms & conditions in view of the fact that the process of hiring the new agency could not be completed by that time. 
- iii. in permitting extension of contract for Sanitation (Housekeeping) work awarded to M/s. Miraz Securitas Pvt. Ltd. w.e.f. 01.05.2022 upto 10.05.2022 on the same terms & conditions, in view of the fact that the process of hiring the new agency could not be completed by that time.

3. Treasurer Actions: The following actions taken with the permission of the Treasurer were reported, recorded and confirmed:

- i. in approving the disbursement of Provident Fund Interest @ 7.1% per annum for the Financial Year 2021-22 as declared by the Government of India (vide Resolution No.F.No.5(4)-B(PD)/2021 dated 19-4-2021, 5-7-2021, 5-10-2021 & 3-1-2022 of Ministry of Finance). 

4. **Principal's Actions:** The following actions taken by the Principal were reported, recorded and confirmed:




- i. 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, for a period of 120 days w.e.f. the date of joining mentioned against each:







S. No.	Name	Department	Category	Date of Joining
1.	Dr. Sandeep Kumar	Botany	SC	21.03.2022 (F/N)
2.	Ms. Deepti Gupta	Commerce	UR	21.03.2022 (F/N)
3.	Ms. Reena Yadav	Commerce	OBC	21.03.2022 (F/N)
4.	Dr. Meghna Aggarwal	Commerce	UR	21.03.2022 (F/N)
5.	Ms. Anubhuti Yadav	Commerce	OBC	21.03.2022 (F/N)
6.	Mr. Nerkar Amol Deepak	Commerce	OBC	21.03.2022 (F/N)
7.	Mr. Vinny Arora	Commerce	PH	21.03.2022 (F/N)
8.	Mr. Deepak Mittal	Computer Science	UR	21.03.2022 (F/N)
9.	Mr. Sanjeet Kumar	Computer Science	OBC	21.03.2022 (F/N)
10.	Dr. Abha Jain	Computer Science	UR	21.03.2022 (F/N)
11.	Ms. Neha	Electronics	UR	21.03.2022 (F/N)
12.	Mr. Naveen Kumar	Electronics	SC	21.03.2022 (F/N)
13.	Mr. Ajit Singh	Electronics	OBC	21.03.2022 (F/N)
14.	Mr. Ranbeer Kumar	English	OBC	21.03.2022 (F/N)
15.	Dr. Vandana Sharma	Environmental Studies	UR	21.03.2022 (F/N)
16.	Dr. Pramod Kumar	Environmental Studies	OBC	21.03.2022 (F/N)
17.	Mr. Ashish Kumar Tripathi	History	UR	21.03.2022 (F/N)
18.	Ms. Inakshi	Management Studies	UR	21.03.2022 (F/N)
19.	Dr. Rashmi Gupta	Mathematics	UR	21.03.2022 (F/N)
20.	Mr. Amlendu Kumar	Mathematics	SC	21.03.2022 (F/N)
21.	Mr. Tarachand Prajapati	Mathematics	OBC	21.03.2022 (F/N)
22.	Mr. Ravi Kumar Meena	Mathematics	ST	21.03.2022 (F/N)
23.	Dr. Nitumoni Kakati	Political Science	ST	21.03.2022 (F/N)
24.	Dr. Kamlesh Kumari	Zoology	SC	21.03.2022 (F/N)
25.	Dr. Anina James	Zoology	EWS	21.03.2022 (F/N)
26.	Mr. Ravi Kumar Goswami	Zoology	OBC	21.03.2022 (F/N)

- ii. in approving the request of Teacher Incharge, Department of Chemistry to appoint a Laboratory Staff (Lab. Attendant) on contractual basis against the Leave Vacancy of Dr. Sanjai Sharma, Laboratory Assistant who has proceeded on EOL for a period of two year w.e.f. 01.02.2022.

- iii. in permitting payment to Ms. Beenashaw N. soni, Advocate on University of Delhi Panel who has been appointed to represent the college in the following court case in the Hon'ble High court of Delhi as per the Fee Schedule of University of Delhi as details below:

Case No./Title of the Case	Fee for appearance @ ₹1,500/- each	Conference Charges @ ₹1,000/- each	Misc. Charges, Clerkage, Typing, Photocopy, Stamps, Certified Copy	Total Bill
WP(C) 9846/2020 Sanskar Gupta VS Deen Dayal Upadhyaya College & Ors.	2 Nos + final @ ₹2,000/- = ₹5,000/-	2 Nos ₹2,000/-	₹700/-	₹7,700/-

5. **Fixation of Pay in respect of Dr. Rohith P.:** The following in respect of Dr. Rohith P., Department of English, as approved by University of Delhi vide letter No. CS-I/(111)/Pay Fix./Promotion/DDUC/ 2022/399 dated 21.03.2022 was reported and recorded: 
- Rectification of Pay on acquiring Ph.D. degree w.e.f. 10.05.2010 at ₹18,970/- in the Pay Scale of ₹15,600-39,100 (PB-3) with AGP of ₹6,000/-
 - Pay fixation at ₹21,230/- w.e.f. 17.04.2013 and ₹22,050/- w.e.f. 01.07.2013 in the Pay Scale of ₹15,600-39,100 (PB-3) with AGP of ₹7,000/- on Promotion/Placement from Assistant Professor (Stage-I) to Assistant Professor (Stage-II).
 - Revision of Pay at ₹79,900/- in the APL-11 (Cell No. 06) as per 7th CPC recommendation w.e.f. 01.01.2016.
6. **Fixation of Pay in respect of Dr. Reeta Kumari:** The following in respect of Dr. Reeta Kumari, Department of Botany, as approved by University of Delhi vide letter No. CS-I/(111)/Pay Fix./Promotion/DDU/ 2022/2233 dated 11.03.2022 was reported and recorded: 
- Pay fixation at ₹18,840/- in the Pay Scale of ₹15,600-39,100 (PB-3) with AGP of ₹7,000/- on Promotion/Placement from Assistant Professor (Stage-I) to Assistant Professor (Stage-II) w.e.f. 10.04.2015.
 - Revision of Pay at ₹68,900/- in the APL-11 (Cell No. 01) as per 7th CPC recommendation w.e.f. 01.01.2016.
 - Pay fixation at ₹79,800/- (Cell No. 1) w.e.f. 10.04.2020 and ₹ 82,200/- (Cell No. 2 w.e.f. 01.07.2020 in the APL-12 on Promotion/Placement from Assistant Professor (Stage-II) to Assistant Professor (Stage-III).
7. **Fixation of Pay in respect of Dr. Priya Goel:** The following in respect of Dr. Priya Goel, Department of Zoology, as approved by University of Delhi vide letter No. CS-I/(111)/Pay Fix./Promotion/DDU/ 2022/2232 dated 11.03.2022 was reported and recorded: 
- Pay fixation at ₹18,840/- in the Pay Scale of ₹15,600-39,100 (PB-3) with AGP of ₹7,000/- on Promotion/Placement from Assistant Professor (Stage-I) to Assistant Professor (Stage-II) w.e.f. 23.01.2015.
 - Revision of Pay at ₹68,900/- in the APL-11 (Cell No. 01) as per 7th CPC recommendation w.e.f. 01.01.2016.
 - Pay fixation at ₹79,800/- (Cell No. 01) w.e.f. 23.01.2020 and ₹ 82,200/- (Cell no. 02) w.e.f. 01.07.2020 in APL-12 on Promotion/Placement from Assistant Professor (Stage-II) to Assistant Professor (Stage-III).

8. **Fixation of Pay in respect of Dr. Charu Kalra:** The following in respect of Dr. Charu Kalra, Department of Botany, as approved by University of Delhi vide letter No. CS-I/(111)/Pay Fix./Promotion/DDU/ 2022/2231 dated 02.03.2022 was reported and recorded: 
- Pay fixation at ₹18,840/- in the Pay Scale of ₹15,600-39,100 (PB-3) with AGP of ₹7,000/- on Promotion/Placement from Assistant Professor (Stage-I) to Assistant Professor (Stage-II) w.e.f. 09.04.2015.
 - Revision of Pay at ₹68,900/- in the APL-11 (Cell No. 01) as per 7th CPC recommendation w.e.f. 01.01.2016.
 - Pay fixation at ₹79,800/- (Cell No. 01) w.e.f. 09.04.2020 and ₹ 82,200/- (Cell No. 02) w.e.f. 1/7/2020 in APL 12 on Promotion/Placement from Assistant Professor (Stage-II) to Assistant Professor (Stage-III).
9. **Fixation of Pay in respect of Ms. Shweta Wadhera:** The Fixation of Pay in respect of Ms. Shweta Wadhera, Department of Computer Science, at ₹1,31,400/- (Cell No. 1) of APL 13A on Promotion from Assistant Professor (Stage-III) to Associate Professor w.e.f. 05.06.2021 as approved by University of Delhi vide letter No. CS-I/(111)/Pay Fix./Promotion/DDU/2022/ 430 dated 12.04.2022 was reported and recorded. 
10. The minutes of the meeting of the committee constituted to lay down the priorities for **payment of arrears** to the staff members held on Friday, the 25th March, 2022 and 25th April 2022 were reported recorded and approved. 
11. The minutes of the meeting of the **ICT Infrastructure and Development Committee** held on Wednesday, the 30th March, 2022 regarding ICT items to be purchased were reported recorded and approved. 
12. The minutes of the meeting of the **Building Maintenance Committee** held on Wednesday, the 30th March, 2022 regarding Building Maintenance were reported recorded and approved. 
13. The minutes of the meeting of the **Residential Flat Allotment Committee** held on Tuesday, the 26th April, 2022 regarding allotment of residential flat No. 402 to Dr. Savita Gautam, Associate Professor in Hindi were reported recorded and approved.
14. The minutes of the meeting of the **Sports Promotion Committee** held on Thursday, the 28th April, 2022 regarding promotion of sports in the college were reported recorded and approved. 
15. Confidential

16. Recommendation of Academic & Development Committee for purchasing **500 Centenary Silver Coins** issued by the University of Delhi was deferred.

17. **Promotion/Placement of Assistant Professors from Stage-II to Stage-III:** The recommendations of the duly constituted Screening-cum-Evaluation Committee for promotion/placement of following Assistant Professor-Stage II (Academic Pay Level 11) to Assistant Professor-Stage III (Academic Pay Level 12) under CAS-2018 and their proposed date of eligibility mentioned against each were approved:

S. No.	Name	Department/ Subject	Date of Meeting	Proposed date of Eligibility
1.	Dr. Renu Solanki	Zoology	12.04.2022	22.09.2021
2.	Dr. Shailly Anand	Zoology	12.04.2022	10.08.2021
3.	Dr. Sudhir Verma	Zoology	12.04.2022	08.01.2022

18. **Modified Career Assured Progression Scheme (MACP):** The recommendations of the College Screening Committee of its meeting held on 10.03.2022 for grant of Financial Up-gradation under MACP Scheme to Non-Teaching Staff as per details given below were approved:

S. No.	Name	Designation	Recommended Level	Effective Date	Upgradation
1.	Mr. Swatantra Kumar Yadav	Laboratory Assistant	06	19.03.2022	3 rd

Any other matter with permission of the Chair

19. The House applauded the efforts of Sh. Sumit Dixit, Treasurer, Governing Body, and Sh. Gulab Singh, MLA, Matiala, Delhi for erecting, 35 Mtr Height, National Flag in the College Campus

20. The House requested Ms. Reeva Sood to make use of her expertise in setting up facilities of Agricultural Tourism in the college in association with the Department of Botany of the college.

21. The House requested Sh. M. Ramesh Babu to help in starting some skill based courses in the college in association with the EFICOR to facilitate students in the light of NEP 2020 on no profit no loss basis.







22. Confidential

iii. **Meeting held on Wednesday, 6th July, 2022 at 11:00 a.m. in the College Premises:** The Additional Agenda items of Adjourned Meeting dated 02/05/2022 and 11/5/2022 were taken up *ad-seriatim*:

INSTITUTIONAL ITEMS: PART-A

1. **Confidential:**

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

- i. In permitting extension of contract for Sanitation (Housekeeping) Services awarded to M/s Miraz Securitas Pvt. Ltd. for a period of 15 days w.e.f. 11.05.2022 to 20.05.2022 and from 21.05.2022 to 30.05.2022 on the same terms and conditions, in view of the fact that the process of hiring the new agency will take some time. 
 - ii. In approving the recommendation dated 05.05.2022 of the committee constituted for hiring outsource services for providing Security services in the College, by the Governing Body vide Res. No. 2(ii) of its meeting held on 29.01.2022 to identify the suitable agency, to award the contract to M/s Cyclops Security & Allied Services Pvt. Ltd. after following codal formalities on GeM, for a period of 12 months (extendable for another six months on satisfactory performance) on the annual cost of Rs. 94,60,281.60 (inclusive of taxes) which shall remain fixed during the contract period. 
 - iii. In approving the recommendation dated 23.05.2022 of the committee constituted for hiring outsource services for providing sanitation services in the College, by the Governing Body vide Res. No. 2(ii) of its meeting held on 29.01.2022 to identify the suitable agency, to award the contract to M/s Everest Enterprises after following codal formalities on GeM, for a period of 12 months (extendable for another six months on satisfactory performance) on the annual cost of Rs. 85,22,018.44 (inclusive of Taxes) which shall remain fixed during the contract period. 
 - iv. In sanctioning Extra Ordinary Leave (Leave without pay) to Dr. Rohith P. Assistant Professor, Department of English for a period of one year with effect from 16.06.2022 (A/N) with permission to retain lien on the substantive post in the college, in order to enable him to join Mahatma Gandhi University, Kerala as Associate Professor. 
3. **Principal's Actions:** The following actions taken by the Principal were reported, recorded and confirmed:
- i. Sanctioning a sum of Rs.73,160/- out of saving of Library Development Fund accumulated in Misc. Fund (Students Society A/c) (for the year 2021-22) for Library Database Migration to Open Source Software "Koha" and its implementation with AMC @ Rs.30,000/- per annum after one year of standard maintenance. 
 - ii. In accepting resignation of Dr. Kamlesh Kumari, Assistant Professor in Zoology on Adhoc basis w.e.f. 14.05.2022 (A/N). 

- iii. 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 for a period of six months w.e.f. 08.06.2022 (F/N) i.e. upto 07.12.2022

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

- iv. 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 for a period of six months w.e.f. 08.06.2022 (F/N) i.e. upto 07.12.2022 to be paid from the respective Heads of Students Society Account:

Sr.No.	Name	Designation	Department	Salary Head
1.	Mr. Yogesh Kumar	Multi Tasking Staff	Admin. Office	Campus Maint.
2.	Ms. Renu	Multi Tasking Staff	Girls Common Room	Misc. Head

- v. In permitting curtailment of Extra Ordinary Leave (Leave Without Pay) sanctioned to Dr. Sanjai Sharma, Lab. Assistant Department of Chemistry from 30.06.2024 to 20.05.2022. He has resumed his duties w.e.f. 23.05.2022 after availing Extra Ordinary Leave w.e.f. 01.02.2022 to 20.05.2022 (21.05.2022 and 22.05.2022 suffixed being Saturday & Sunday) (Reference GB Res. No. 14 dated 14.07.2021).
 - vi. In accepting resignation of Mr. Vivek Yadav, Junior Assistant on contractual basis w.e.f. 31.05.2022 (A/N).
 - vii. Sanctioning a sum of Rs.80,000/- o/o Misc. Fund (Students Society A/c) for purchase of two Air Conditioners Unit (2 ton each) for Physics Laboratory (Room No.106) on the proposal dated 07.06.2022 submitted by the TIC, Department of Physics.
 - viii. Sanctioning a sum of Rs.90,000/- o/o ICT Maintenance & Dev. Fund (Students Society A/c) for purchase of Multifunctional Colour Printer (01 No.) for Research Laboratory of Computer Science on the proposal dated 13.06.2022 submitted by the TIC, Department of Computer Science.
4. **Fixation of Pay in respect of Dr. Sachchidanand Tripathi:** The following in respect of Dr. Sachchidanand Tripathi, as approved by University of Delhi vide letter No. CS-I/(111)/Pay Fix./Promotion/ DDU/2022/396 dated 25.04.2022 was reported and recorded:
 - a) Pay fixation at ₹87,200/- (Cell No. 04) w.e.f. 19.09.2019 in APL-12 on Promotion/Placement from Assistant Professor (Stage-II) to Assistant Professor (Stage-III).
 5. **Fixation of Pay in respect of Dr. Sunil Kumar:** The following in respect of Dr. Sunil Kumar, as approved by University of Delhi vide letter No. CS-I/(111)/Pay Fix./Promotion/DDU/ 2022/403 dated 25.04.2022 was reported and recorded:
 - a) Pay fixation at ₹25,950/- in the Pay Scale of ₹15,600-39,100 (PB-3) with AGP of ₹8,000/- on Promotion/Placement from Assistant Professor (Stage-II) to Assistant Professor (Stage-III) w.e.f. 26.07.2015.
 - b) Revision of Pay at ₹89,800/- in the APL-12 (Cell No. 05) as per 7th CPC recommendation w.e.f. 01.01.2016.
 - c) Pay fixation at ₹1,31,400/- (Cell No. 01) w.e.f. 26.07.2018 in APL-13A on Promotion from Assistant Professor (Stage-III) to Associate Professor.
 6. **Fixation of Pay in respect of Dr. Rakesh Kumar:** The following in respect of Dr. Rakesh Kumar, as approved by University of Delhi vide letter No. CS-I/(111)/Pay Fix./Promotion/DDUC/ 2022/404 dated 25.04.2022 was reported and recorded:
 - a) Pay fixation at ₹87,200/- (Cell No. 04) w.e.f. 30.04.2018 and ₹ 89,800/- (Cell No. 05) w.e.f. 01.07.2018 in APL-12 on Promotion/Placement from Assistant Professor (Stage-II) to Assistant Professor (Stage-III).
 - b) Pay fixation at ₹1,31,400/- (Cell No. 01) w.e.f. 30.04.2021 in APL-13A on Promotion from Assistant Professor (Stage-III) to Associate Professor.

7. **Fixation of Pay in respect of Dr. Mamta Amol Wagh:** The following in respect of Dr. Mamta Amol Wagh, as approved by University of Delhi vide letter No. CS-I/(111)/Pay Fix./Promotion/DDU/2022/405 dated 25.04.2022 was reported and recorded:

a. Pay fixation at ₹89,800/- (Cell No. 05) w.e.f. 26.05.2019 and ₹92,500/- (Cell No. 06) w.e.f. 01.07.2019 in APL-12 on Promotion/Placement from Assistant Professor (Stage-II) to Assistant Professor (Stage-III).

8. **Reduced Pay and Allowances on Study Leave:** The letter No. CS-I/(111)/Clarification/DDUC/20223470 dated 23.05.2022 from University of Delhi regarding clarification on payment of salary on account of grant of study Leave in respect of Dr. Sudhir Verma, Assistant Professor, Department of Zoology was considered. After due deliberations it was resolved to reduce the pay and allowances to the extent of amount of Salary received by Dr. Sudhir Kumar from Department of Basic Sciences, College of Optometry, University of Houston, USA during his study leave period.

Note: Dr. Sudhir Verma has proceeded on Study leave for a period of 2 years w.e.f. 26.04.2022 (Ref. GB Res. No. 20 dated 05.03.2022)

9. **Fixation of pay on account of Grant of financial up-gradation under MACP:** The fixation of pay in respect of following non-teaching staff members on account of Grant of financial up-gradation under MACP as approved by University of Delhi vide letter No. mentioned against each was reported and recorded:



S. No.	Name of the Employee	Designation	Nature of event from apptt.	Pay fixed with applicable Pay Scale/ Level and Cell	Univ. approval Letter No.
1	Mr. Ashwani Thakur	Senior Assistant	(3 rd MACP) 08.02.2021	Rs. 58,600/- (Level-07, Cell-10)	CS-III/009 /DDUC/ 2022/ 2251 dated 03.03.2022
			01.07.2021	Rs. 62,200/- (Level-07, Cell-12)	
2.	Mr. Sheikh Jalaluddin	Multi-Tasking Staff	(2 nd MACP) 02.01.2017	Rs. 29,300/- (Level-03, Cell-11)	CS-III/009 /DDUC/ 2022/ 80 dated 28.04.2022
			01.07.2017	Rs. 31,100/- (Level-03, Cell-13)	

10. **Fixation of Pay in respect of Dr. Rajkumari S. Devi:** The following in respect of Dr. Rajkumari S. Devi, as approved by University of Delhi vide letter No. CS-I/(111)/Pay Fix./Promotion/DDU/ 2022/3347 dated 23.05.2022 was reported and recorded:

a. Pay fixation at ₹89,800/- (Cell No. 05) w.e.f. 02.07.2018 in APL-12 on Promotion/Placement from Assistant Professor (Stage-II) to Assistant Professor (Stage-III).

b. Pay fixation at ₹1,31,400/- (Cell No. 01) w.e.f. 02.07.2021 in APL-13A on Promotion from Assistant Professor (Stage-III) to Associate Professor.

11. The House mourned the sad and untimely demise of Mr. Bhopal Singh Negi, Senior Assistant in the college on 17.05.2022.

12. **Enhancement of University Development Fund (UDF):** The decision of Executive Council, University of Delhi, regarding enhancement of University Development Fund (UDF) from Rs.600/- per student per year to Rs.900/- per student per year w.e.f. the academic year 2022-23 communicated to the college vide e-mail dated 3rd & 6th June, 2022 by the Joint Registrar (Finance), University of Delhi was reported and recorded. 
13. **Promotion of Dr. Rohith P., to Academic Pay Level-13A:** The recommendation of duly constituted Selection Committee of its meeting held on 02.06.2022 for considering the Promotion of Dr. Rohith P., Department of English from Assistant Professor (Academic Pay Level-12) to Associate Professor (Academic Pay Level-13A) under CAS-2018 from the date of his eligibility i.e. w.e.f. 17.04.2021 was approved. 

Any other matter raised by the then Chairman, Governing Body.


14. Confidential
 15. Confidential
- iv. **Emergent Meeting held on Tuesday, 1st November, 2022 at 4:00 p.m. in the International Guest House:** The agenda item of confirmation of minutes of GB meeting was taken up.

At the very outset the Governing Body welcomed the new University Representative Prof. D. S. Rawat.

1. Confirmation of Minutes

- a) The Minutes of Pre-GB Meeting held on 23.02.2022 were signed and confirmed.

Action taken: The College provided all the data sought by the Chairman and Treasurer as per given time line in the minutes.

- b) The Minutes of the Governing Body Meeting held on 05.03.2022 were signed by the Chairman. 

Action taken: Appropriate actions will be taken up wherever required.


- c) Matter arising out of Minutes: Confidential

Due to paucity of time the remaining minutes dated 02.05.2022, 11/05/2022, and 06/07/2022 were deferred.

The meeting ended with a vote of thanks to the Chair


INSTITUTIONAL ITEMS: PART-A

6) **Treasurer Action:** The following actions taken with the permission of the Treasurer were reported, recorded and confirmed:

i. In accepting the recommendation of Cafeteria Committee for awarding contract to M/s Green Bell Catering Service for running Cafeteria in the College premises through GeM portal for a period of 731 days w.e.f. 27.10.2022 upto 26.10.2024 by following all codal formalities. The contractor will have to pay the following charges: 

- a) Licence Fee : Rs. 10,000 per annum
- b) Water Charges : Rs. 1,000 per month
- c) Electricity Charges : Rs. 2000 per month (for kitchen area)
- d) Gas Pipe Line : on actual basis as per meter reading

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

i. In appointing the following Assistant Professors on ad-hoc basis, at Minimum Basic Pay of Pay Level 10 of Pay Matrix for teachers plus usual allowances thereon, for a period of 120 days w.e.f. the date of joining mentioned against each till 16.11.2022 

S. No.	Name	Department	Category	Date of Joining
1.	Dr. Sandeep Kumar	Botany	SC	20.07.2022 (F/N)
2.	Ms. Deepti Gupta	Commerce	UR	20.07.2022 (F/N)
3.	Ms. Reena Yadav	Commerce	OBC	20.07.2022 (F/N)
4.	Dr. Meghna Aggarwal	Commerce	UR	20.07.2022 (F/N)
5.	Ms. Anubhuti Yadav	Commerce	OBC	20.07.2022 (F/N)
6.	Mr. Nerkar Amol Deepak	Commerce	OBC	20.07.2022 (F/N)
7.	Mr. Vinny Arora	Commerce	PH	20.07.2022 (F/N)
8.	Mr. Deepak Mittal	Computer Science	UR	20.07.2022 (F/N)
9.	Mr. Sanjeet Kumar	Computer Science	OBC	20.07.2022 (F/N)
10.	Dr. Abha Jain	Computer Science	UR	20.07.2022 (F/N)
11.	Ms. Neha	Electronics	UR	20.07.2022 (F/N)
12.	Mr. Naveen Kumar	Electronics	SC	20.07.2022 (F/N)
13.	Mr. Ajit Singh	Electronics	OBC	20.07.2022 (F/N)
14.	Mr. Ranbeer Kumar	English	OBC	20.07.2022 (F/N)
15.	Dr. Vandana Sharma	EVS	UR	20.07.2022 (F/N)
16.	Dr. Pramod Kumar	EVS	OBC	20.07.2022 (F/N)
17.	Mr. Ashish Kumar Tripathi	History	UR	20.07.2022 (F/N)
18.	Ms. Inakshi	Management Studies	UR	20.07.2022 (F/N)
19.	Dr. Rashmi Gupta	Mathematics	UR	20.07.2022 (F/N)
20.	Mr. Amlendu Kumar	Mathematics	SC	20.07.2022 (F/N)
21.	Mr. Tarachand Prajapati	Mathematics	OBC	20.07.2022 (F/N)
22.	Mr. Ravi Kumar Meena	Mathematics	ST	20.07.2022 (F/N)
23.	Dr. Nitumoni Kakati	Political Science	ST	20.07.2022 (F/N)
24.	Dr. Ravi Kumar Goswami	Zoology	OBC	20.07.2022 (F/N)
25.	Dr. Anina James	Zoology	EWS	20.07.2022 (F/N)

- ii. In accepting resignation of Mr. Gurpreet Singh, Junior Assistant on Contractual basis w.e.f. 31.08.2022 (A/N).
- iii. In accepting the request of M/s Everest Enterprises, the agency awarded contract for providing Sanitation (Housekeeping) services in the College w.e.f. 31.05.2022 for deposition of Performance Bank Guarantee @3% of the tender value in place of 10% as mentioned in the bid document, in terms of OM No. F.9/4/2020-PPD dated 30.12.2021 issued by Department of Expenditure, Ministry of Finance, Govt. of India.
- iv. In allowing M/s Cyclops Security & Allied Services (P) Ltd., the agency awarded contract for providing Security Services in the College w.e.f. 11.05.2022 for deposition of Performance Bank Guarantee @3% of the tender value in place of 10% as mentioned in the Bid document, in terms of OM No. F.9/4/2020-PPD dated 30.12.2021 issued by Department of Expenditure, Ministry of Finance, Govt. of India.
- v. 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, for a period of 120 days w.e.f. the date of joining mentioned against each for the period upto 17.03.2023:


S. No.	Name	Department	Category	Date of Joining
1.	Dr. Sandeep Kumar	Botany	SC	18.11.2022 (F/N)
2.	Ms. Deepti Gupta	Commerce	UR	18.11.2022 (F/N)
3.	Ms. Reena Yadav	Commerce	OBC	18.11.2022 (F/N)
4.	Dr. Meghna Aggarwal	Commerce	UR	18.11.2022 (F/N)
5.	Ms. Anubhuti Yadav	Commerce	OBC	18.11.2022 (F/N)
6.	Mr. Nerkar Amol Deepak	Commerce	OBC	18.11.2022 (F/N)
7.	Mr. Vinny Arora	Commerce	PH	18.11.2022 (F/N)
8.	Mr. Deepak Mittal	Computer Science	UR	18.11.2022 (F/N)
9.	Mr. Sanjeet Kumar	Computer Science	OBC	18.11.2022 (F/N)
10.	Dr. Abha Jain	Computer Science	UR	18.11.2022 (F/N)
11.	Ms. Neha	Electronics	UR	18.11.2022 (F/N)
12.	Mr. Naveen Kumar	Electronics	SC	18.11.2022 (F/N)
13.	Mr. Ajit Singh	Electronics	OBC	18.11.2022 (F/N)
14.	Mr. Ranbeer Kumar	English	OBC	18.11.2022 (F/N)
15.	Dr. Vandana Sharma	Environmental Studies	UR	18.11.2022 (F/N)
16.	Dr. Pramod Kumar	Environmental Studies	OBC	18.11.2022 (F/N)
17.	Mr. Ashish Kumar Tripathi	History	UR	18.11.2022 (F/N)
18.	Ms. Inakshi	Management Studies	UR	18.11.2022 (F/N)
19.	Dr. Rashmi Gupta	Mathematics	UR	18.11.2022 (F/N)
20.	Mr. Amlendu Kumar	Mathematics	SC	18.11.2022 (F/N)
21.	Mr. Tarachand Prajapati	Mathematics	OBC	18.11.2022 (F/N)
22.	Mr. Ravi Kumar Meena	Mathematics	ST	18.11.2022 (F/N)
23.	Dr. Anina James	Zoology	EWS	18.11.2022 (F/N)
24.	Mr. Ravi Kumar Goswami	Zoology	OBC	18.11.2022 (F/N)

- vi. In permitting extension of contract awarded to Mr. Ankur Dhir, a physical spastic person, for running the Photocopy/stationery/toiletries/ grocery shop in the college premises for another year beyond 14.11.2022 on the existing terms and conditions.
- vii. In sanctioning Maternity Leave to Ms. Neha, Assistant Professor in Electronics on adhoc basis w.e.f. 21.09.2022 to 16.11.2022
- viii. In accepting resignation of Dr. Nitumoni Kakati, Assistant Professor in Political Science on Adhoc basis w.e.f. 21.10.2022 (A/N).
- ix. In appointing Guest Faculties as per details given below for the Academic Session 2022-23:


Sr. No.	Name	Department	Tenure
1	Dr. Vachaspati Mishra	Botany	Odd Semester
2	Dr. Dolly Kain	Botany	Odd Semester
3	Dr. Shikha Prasad	Botany	Odd Semester
4	Dr. Shweta Sharma	Botany	Odd Semester
5	Ms. Jagriti Jajoria	Commerce	Odd Semester
6	Ms. Rashmi Goel	Commerce	Odd Semester
7	Ms. Rashmi Mishra	Computer Science	Odd Semester
8	Ms. Vinita Verma	Computer Science	Odd Semester
9	Ms. Neha Tomar	Computer Science	Odd Semester
10	Ms. Pooja Rana	Computer Science	Odd Semester
11	Mr. Vikas Kumar	Economics	Odd Semester
12	Ms. Pramilla	Economics	Odd Semester
13	Mr. Chandrashekhar Yadav	English	Odd Semester
14	Dr. Pooja Bhardwaj	English	Odd Semester
15	Ms. Jagriti Gupta	English	Odd Semester
16	Ms. Kanika Yadav	English	Odd Semester
17	Ms. Shriya Pandey	English	Odd Semester
18	Ms. Mishail Sharma	English	Odd Semester
19	Dr. Tanuja	Hindi	Odd Semester
20	Mr. Abhishek Singh	Hindi	Odd Semester
21	Ms. Swati	Mathematics	Odd Semester
22	Dr. Naveen Gupta	Mathematics	Odd Semester
23	Dr. Priyanka Dahiya (Resigned on 18.11.22)	Zoology	Odd Semester
24	Ms. Parikha	Zoology	Odd Semester
25	Dr. Vinay Singh Dagar	Zoology	Odd Semester
26	Dr. Jai Kumar	Zoology	Odd Semester
27	Dr. Guddu Kumar	Zoology	Odd Semester
28	Ms. Surbhi Bhagat	Political Science	Odd/Even Semester
29	Mr. Vikas Yadav	Political Science	Odd/Even Semester

- x. 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 with effect from 09.12.2022 (F/N) for the period upto 07.06.2023 to be paid from the Students Society Account:

Sr. No.	Name	Designation	Department	Salary Head
1.	Mr. Yogesh Kumar	Multi Tasking Staff	Admin. Office	Campus Maint.

- xi. 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 with effect from 09.12.2022 (F/N) for the period upto 07.06.2023: 

Sr. No.	Name	Designation	Posted at Lab./ Deptt./Lib./Centre
1.	Mr. Sandeep Bhardwaj	S.T.A. (Computer)	Computer Centre
2.	Mr. Hari Om Sharma	S.T.A. (Computer)	Computer Centre
3.	Mr. Upendra Singh	S.T.A. (Computer)	Computer Science
4.	Mr. Sachin Kumar	Jr. Assistant	Accounts Section
5.	Mr. Pankaj Mahajan	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

- xii. 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. 12.12.2022 (F/N) for the period upto 07.06.2023 to be paid from the Students Society Account: 


Sr.No.	Name	Designation	Department	Salary Head
1.	Ms. Renu	Multi Tasking Staff	Girls Common Room	Misc. Head

- xiii. in permitting to open the following bank account for Conferences/Seminars/Research Projects:

S.No.	Name of A/c	A./c No.	Bank	Operated by
1	ICAISA-2023	5201100100004099	Punjab National Bank	Dr.Anurag Mishra, Deptt. of Electronics
2	Device Simulation for Advanced GaN HEMT Architectures for Ku Band Application	5201100100003142	Punjab National Bank	Prof. Manoj Saxena, Deptt. of Electronics
3	Deen Dayal Upadhyaya College – BRD Scheme	235501002925	ICICI Bank	Bursar & Officiating Principal jointly.


















- xiv. In accepting resignation of Dr. Abha Jain, Assistant Professor in Computer Science on Adhoc basis w.e.f. 19.12.2022 (A/N).

- xv. in approving Revised Fee Structure for the academic year 2022-23 as per the University Notification No.Acad.I/UG Fee/2022-23/654 dated 26-7-2022

- 8) **Laboratory Assistant in the Computer Laboratories:** The Letter No. CS-II/149/Circulars/2022/Min./819 dated 05.12.2022 from University of Delhi regarding creation of post of Laboratory Assistant in the Computer Laboratories with the approval of funding agencies was reported and recorded. Further, the House resolved to create following posts of Laboratory Assistant (Computer) and send the proposal seeking Administrative Approval and funds sanction to DHE, Government of NCT of Delhi: 

Sr. No.	Deaprtment	No. of Laboratory Assistant posts created
1	Computer Science	3
2	Business Laboratory	1
3	Computer Centre	3
4	Language Laboratory	1
5	Mathematics Laboratory	1
6	Skill Development Laboratory	1
7	Robotics Club Laboratory	1
8	Computer Laboratory in Library	1
	Total	12

Further, due to implementation of EWS reservation and NEP there is of an emergent need of 8 Laboratory Attendentents to look after the above 8 laboratories. After due deliberations the House, further, resolved to create 8 posts of Laboratory Attendant (Computer) and send the proposal seeking Administrative Approval and funds sanction to DHE, Government of NCT of Delhi.

- 9) **Revised Fee Structure:** The University Notification No.Acad.I/UG Fee/2022-23/654 dated 26-7-2022 was considered and resolved to constitute the following committee to make recommendation regarding Revise Fee Structure w.e.f. 2023-24 in the light of this notification: 
1. Officiating Principal
 2. Bursar
 3. IQAC Coordinator
 4. Secretary Staff Council
 5. Convenor, ADC
 6. Coordinator, SAB
 7. Convenor Sports Committee
 8. Librarian
 9. AO
- 10) **Name Change of Bank Account:** Keeping in view the Revised Fee Structure the name of the bank account of Students Society A/c (No.52012010003380 with Punjab National Bank) was permitted to change to College Students Welfare Fund A/c. 
- 11) **AGCR (Govt. of India) Audit Report:** The Governing Body considered the AGCR (Govt. of India) Audit Report for the financial years from 2018-19 to 2021-22 and approved its para-wise replies.  
- 12) **LFA Audit Report:** The Governing Body considered the Audit Report from LFA for the financial year 2020-21 and approved its para-wise replies.  
- 13) **Audited Accounts (Govt. Grants):** The Audited Balance Sheets and other accounts pertaining to Maintenance Grant Account, Non-Recurring Grant Account, UGC Grant Account, DBT Grant Account and Combined A/c for the financial year 2021-22, as audited by the statutory auditors M/s JMG & Associates, Chartered Accountants, were considered and approved by the House.     
- 14) **Audited Provident Fund A/c:** The Audited Balance Sheet & other account pertaining to Provident Fund A/c for the financial year 2021-22 by the Statutory Auditor M/s JMG & Associates, Chartered Accountants, were considered and approved by the House. 
- 15) **Audited DDUC Fee A/c:** The Audited Balance Sheet & other account pertaining to DDUC Fee A/c for the financial year 2021-22 by the Statutory Auditor M/s JMG & Associates, Chartered Accountants, were considered and approved by the House.
- 16) **Audited Accounts (other than Govt. Grants):** The Audited Balance Sheet & other account pertaining to Student's Society A/c, College Development Fund A/c, Student Security A/c and Add-on Course A/c for the financial year 2021-22 by the Statutory Auditor M/s JMG & Associates, Chartered Accountants, were considered and approved by the House.    
- 17) **Revised Budget Estimates:** The Revised Budget Estimates for the financial year 2022-23 and Estimates for the financial year 2023-24 were considered and approved by the House. 

- 18) **Sanction of Funds for purchase of Equipment's for Department of Botany:** The proposal received from the Teacher-in-Charge, Department of Botany for purchase of UV-VIS Spectrometer and Refrigerated Centrifuge at an estimated cost of Rs.13,02,720/- was considered. After Due deliberations the house advised to prepare a detailed note giving status of existing repository of all equipments so as to create a centralised facility for achieving optimum utilisation of resources.
- 19) **Fixation of Pay in respect of Mr. Jitender Solanki:** The fixation of Pay in respect of Mr. Jitender Solanki, at ₹ 36,400/- (Cell No. 13, Pay Level 04) as on 01.07.2022 on his promotion from the post of Junior Assistant to Assistant, as approved by University of Delhi vide letter No. CS-III/009/7th CPC/DDUC/2022/422 dated 02.08.2022 was reported and recorded.
- 20) **Fixation of Pay in respect of Mr. Vijay Kumar:** The following in respect of Mr. Vijay Kumar, Laboratory Assistant, as approved by University of Delhi vide letter No. CS-III/009/ DDUC/2022/Min/1390 dated 28.072022 was reported and recorded:
- Pay re-fixation at Rs. 7,510/- in the Pay scale of Rs. 5200 - 20200 (PB-1) with GP of Rs. 2400/- on promotion as Laboratory Assistant w.e.f. 05.03.2009.
 - Revision of pay at Rs. 30,500/- in the Pay Matrix Level 4 cell 7 as per 7th CPC recommendation w.e.f. 01.01.2016.
 - Pay re-fixation at Rs. 32,900/- , Level -05, Cell-05, as on 23.10.2017 and Rs. 34,900/- Level-05, Cell-07 w.e.f. 01.07.2018 on grant of Financial upgradation under 2nd MACP as per revised option.
- 21) **Grant of Financial Up-gradation under MACP:** The re-fixation of pay in respect of following non-teaching staff members on account of Grant of financial up-gradation under MACP as approved by University of Delhi vide letter No. CS-III/009/DDUC/2022/Min/1390 dated 28.072022 as per details mentioned against each was reported and recorded:

S. No.	Name of the Employee	Designation	Nature of event	Pay fixed
1.	Mr. Manmohan Pushkarna	Sr. Technical Assistant (comp.)	(2nd MACP) 08.08.2016	Rs. 71,100/- (Level-10, Cell-09)
			01.07.2017	Rs. 75,400/- (Level-10, Cell-11)
2.	Mr. Surinder Kumar Mishra	Laboratory Assistant	(2nd MACP) 16.12.2017	Rs. 35,900/- (Level-05, Cell-08)
			01.07.2018	Rs. 38,100/- (Level-05, Cell-10)
3.	Mr. Kanhaiya Singh	MTS	(2nd MACP) 23.10.2017	Rs. 30,200/- (Level-03, Cell-12)
			01.07.2018	Rs. 32,000/- (Level-03, Cell-14)
4.	Mr. Parmanand	MTS	(2nd MACP) 24.10.2017	Rs. 30,200/- (Level-03, Cell-12)
			01.07.2018	Rs. 32,000/- (Level-03, Cell-14)
5.	Mr. Awadh Kishore Yadav	Comp. Lab. Attendant	(2nd MACP) 27.12.2016	Rs. 29,300/- (Level-03, Cell-11)
			01.07.2017	Rs. 31,100/- (Level-03, Cell-13)
6.	Mr. Bablu Kumar	Assistant	(2nd MACP) 23.12.2018	Rs. 35,900/- (Level-05, Cell-08)
			01.07.2019	Rs. 38,100/- (Level-05, Cell-10)

- 22) **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) to Associate Professors (Academic Pay Level-13A) under CAS 2018 and their date of eligibility as per details given below were reported, recorded and approved:

S. No.	Name	Department/ Subject	Date of Selection Committee Meeting	Proposed date of eligibility
1.	Dr. Reema Chhabra	Chemistry	06.09.2022	22.07.2022
2.	Dr. Chayannika Singh	Chemistry	06.09.2022	02.08.2022
3.	Dr. Chetna Angrish	Chemistry	06.09.2022	22.07.2022
4.	Dr. Nityananda Agasti	Chemistry	06.09.2022	22.07.2022

- 23) **Sanction of Leave:** The recommendations of the Leave Advisory committee of its meeting held on 19.09.2022 were reported, recorded and approved:

- a. Dr. Anuja Soni, Associate Professor in Computer Science be granted Child Care Leave from 05.01.2023 to 17.07.2023 at 100% of the leave salary. A Guest Faculty may be appointed against her leave vacancy.
- b. The application of Dr. Anubha Mukherjee Sen, Associate Professor in English, for grant of Sabbatical Leave could not be considered in the absence of any concrete Research Proposal.

- 24) **Allotment of Residential Flat:** The recommendations of the Residential Flat Allotment committee of its meeting held on 22.09.2022, were reported, recorded and approved:

- a. Application of Mr. Manmohan Pushkarna is rejected as he owns a residential flat within 10 kms radius of the college.
- b. Flat No. 402 be allotted to Mr. Harish Chandra Tiwari, Technical Assistant, Deptt. of Electronics
- c. Flat No. 303 be allotted to Mr. Hari Ram, Laboratory Assistant, Department of Electronics on temporary basis till 31.03.2023 on higher rate of License Fees as he is not eligible for Type-III Flat, extendable till such time Warden Girls Hostel does not seek allotment of Flat.

- 25) Confidential

- 26) **Promotion/Placement of Assistant Professors from Stage-II to Stage-III:** The recommendations of the duly constituted Screening-cum-Evaluation Committee for promotion/placement of following Assistant Professor – Stage II (Academic Pay Level 11) to Assistant Professor – Stage III (Academic Pay Level 12) under CAS-2018 and their date of eligibility mentioned against each were approved:

S. No.	Name	Department/ Subject	Date of Meeting	Proposed date of Eligibility
1.	Dr. Sunny Manohar	Chemistry	20.10.2022	29.07.2021
2.	Dr. Jyoti	Chemistry	20.10.2022	03.08.2021

- 27) **Confirmation on Promotion:** The confirmation of Mr. Jitender Solanki on his promotion as Assistant w.e.f. 02.11.2021. (Ref. GB Res. No. 2(ii) dated 16.11.2021) was approved.
- 28) **Re-Fixation of Pay:** The re-fixation of pay in the Academic Pay Level 14 in respect of following faculty members, on their promotion from Associate Professor to Professor, as approved by University of Delhi vide letter No. mentioned against each were reported and recorded:

S. No.	Name	Designation/ Subject	Date of Promotion	Fixation of Pay on promotion	University approval letter No.
1.	Prof. Ratnesh Rajan Saxena	Mathematics	18.07.2018	Rs. 1,82,700/- (Level-14, Cell-9 w.e.f. 18.07.2018 to 30.06.2019)	CS-I/(111)/Pay Fix./ Promotion/ DDUC /2022/184 dated 20.10.2022
				Rs. 1,93,800/- (Level-14, Cell No. 11 w.e.f. 01.07.2019)	
2.	Prof. Neeraj Tyagi	Electronics	18.07.2018	Rs. 1,62,300/- (Level-14, Cell-5 w.e.f. 18.07.2018 to 30.06.2019)	CS-I/(111)/Pay fix./ Promotion/ DDUC/ 2022/2081 dated 20.10.2022
				Rs. 1,72,200/- (Level-14, Cell No. 7 w.e.f. 01.07.2019)	
3.	Prof. Avnindra Kumar Singh	Physics	18.07.2018	Rs. 153,000/- (Level-14, Cell-3 w.e.f. 18.07.2018 to 30.06.2019)	CS-I/(111)/Pay Fix./ Promotion/ DDUC/ 2022/4741 dated 20.10.2022
				Rs. 162,300/- (Level-14, Cell No. 5 w.e.f. 01.07.2019)	

- 29) **Sanction of Funds for Purchase of AC's in Botany Laboratories:** The proposal Teacher-in-Charge, Department of Botany for the requirement of 8 ACs at an estimated cost of Rs.3,90,000/- was considered. After Due deliberations the house approved the proposal and sanctioned a sum of Rs 3,90,000/- to purchase 8 ACs out of Students Society A/c (Misc. Head). The GFR 2017 and all other rules and regulations are to be followed while making purchases of these items through GeM.
- 30) **Sanction of Funds for Purchase of AC's in Zoology Laboratories:** The proposal Teacher-in-Charge, Department of Zoology for the requirement of 11 ACs at an estimated cost of Rs.5,50,000/- was considered. After Due deliberations the house approved the proposal and sanctioned a sum of Rs 5,50,000/- to purchase 11 ACs out of Students Society A/c (Misc. Head). The GFR 2017 and all other rules and regulations are to be followed while making purchases of these items through GeM.
- 31) **Ceiling of Rs.5 Lakh on subscription of General Provident Fund (GPF):** The Letter No.Fin.-VIII/2022-23/4624 dated 14.11.2022 received from the University of Delhi regarding ceiling of Rs.5 Lakh on subscription of General Provident Fund (GPF) in a Financial year in reference to the Office Memorandum bearing No.F.No.3/13/2022-P&PW (F) (8353) dated 2-11-2022 of Ministry of Personnel, Public Grievances & Pensions, Department of Pension & Pensioner's Welfare, Govt. of India, was reported, recorded and adopted.

- 32) **LTC Circular:** The University of Delhi Circular No.EstabII(i)/128/2012/19/1231 dated 12.10.2022 circulating therein F.No. 31011/15/2022-Estt-A-IV dated 11.10.2022 issued by DOPT, Ministry of Personnel, Public Grievance & Pensions regarding extension of relaxation to travel by air to visit North East Region, Jammu & Kashmir, Ladakh and Andaman & Nicobar — extension beyond 25.09.2022 under special dispensation concession was reported and recorded.
- 33) **Notification regarding Calculation of Workload and batch size for Lecture, Tutorials and Practicals:** The following notifications received from University of Delhi regarding calculation of workload for direct teaching learning arrangement and batch size for Lecture, Tutorials and Practicals, were reported, recorded and adopted:
- a) Notification No.Aca.I/Class size/2022 dated 11.11.2022
 - b) Notification No.Estab.T/Workload/2022/1883 dated 14.11.2022
- 34) **Temporary sanction of a Guest Teacher each in the Department of Political Science and Economics:** The emergent request of TIC Economics and Political Science to appoint a guest teacher over and above sanctioned strength due to increased requirement on account of implementing NEP were considered
- a) Workload of Economics 45 Lectures and Tutorial 19 Practical 4 = Total 68
Existing strength One Associate Professor = 16 periods
Two guest Teachers = 10+10= 20 periods
Total =36
Surplus work load (68-36) =32 periods
 - b) Workload of Political Science 42 Lectures and Tutorial 13 = Total 55
Existing strength One Associate Professor = 16 periods
Two guest Teachers = 10+10= 20 periods
Total =36
Surplus work load 55-36=19 periods
- Keeping in view the above emergent needs of these two departments the house resolved to sanction a Guest Teacher each in the Department of Political Science and Economics as an emergent and temporary measure for the smooth conduct of classes.
- 35) **Notification of Four Tier Promotion Scheme for Staff Car Drivers:** The University of Delhi Letter No. : CS-III/149/Cir/2022/758 dated 15.11.2022 regarding four tier promotion schemes for Staff Car Drivers as per EC Res. No. 41(5) dated 12.04.2004 was reported and recorded.
- 36) **Status of Purchase of ICT Equipments:** The Member Secretary appraised the house about the status of purchase of ICT Equipment's vide Bid Nos. Laptop (GEM/2022/B/2654856 Dated:18-10-2022), Desktop (GEM/2022/B/2654882 Dated:19.10.2022), Workstation (GEM/2022/B/2654782 Dated: 18-10-2022), and Server GEM/2022/B/2654473 Dated 18/10/2022 on GeM. The house noted that in view of the implementation of Course Curriculum as per NEP 2020 there is an urgent need of strengthening the Computer Laboratories so as to provide practical knowledge

to the students. After due deliberation the house resolved to expedite the process of purchase of ICT equipment's in terms of the above referred bids.

Further the House resolved to reconstitute the ICT Infrastructure Development Committee as per details given below:

- i. Prof. S. K. Awasthi, Chairman GB and UR : Chairman
- ii. Prof. Monica Singhanian, Treasurer and UR
- iii. Prof. Hem Chand Jain, Officiating Principal: Convenor
- iv. Prof. P. K. Jha
- v. Prof. Rampal Singh
- vi. Prof. Manoj Saxena
- vii. Dr. Rajni Bala
- viii. Dr. Sujata Khatri
- ix. Dr. Sudha Arora
- x. Dr. Sangeeta Talwar
- xi. Sh. Anil Kumar

- 37) **Stock Verification Report of Library Books:** The Stock Verification Reports of Library books for the year 2018-19, 2019-20, 2020-21 and 2021-22 along with list of total 84 untraceable books costing Rs. 22,022.16 were considered. As per Rule 2015(ii) of GFR 2017 the number of untraceable books is within the permissible limits and hence resolved to write off these 84 books.
- 38) **Stock Verification Reports:** The Stock Verification Reports of Various Departments for the year 2021-22 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,
 - ii. Dr. Hem Chand Jain, Officiating Principal
 - iii. Dr. Sachin Mittal, Bursar.
 - iv. Teachers-in-charge / Laboratory-in-charge of the concerned department / Administrative Officer / Librarian / LPE
- 39) **Weeding out of Library Books:** The recommendation of the Library Committee to Weed out obsolete books was 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 books to be weeded out:
- i. Prof. S. K. Awasthi,
 - ii. Dr. Hem Chand Jain, Officiating Principal
 - iii. Dr. Sachin Mittal, Bursar.
 - iv. Convenor Library Committee
 - v. Teachers-in-charge of the concerned department/Subject
 - vi. Librarian

- 40) **Purchase of Multi-Purpose Furniture:** Deferred
- 41) **Approval to PWD Estimates:** The following Preliminary Estimate of PWD Electrical and Civil Departments were considered and approved to be sent to Directorate of Higher Education, Government of NCT of Delhi for administrative approval and budget sanction:
- a. The Preliminary Estimate of Rs. 4,44,08,698/- from the office of Executive Engineer (E) PWD, EMD South West, New Delhi, for ARMO EI, Compound Lights, Lifts, Water supply pumps, Fire-Fighting system, Fire alarm and PA system, Sub-station and DG sets, AC Plant, CCTV, LAN WIFI and IP based EPABX, Telephone, Water softening plant, Solar Water Heater, STP, 3X100 KVA UPS installed at DDU College.
 - b. The Preliminary Estimate of Rs. 98,81,100/- from the Office of the Executive Engineer, South West Building & Dwarka Court, New Delhi, for SH: - Strengthening damaged RCC portion of back side staircase of Administrative Block and 5 No.(s) toilet with finishing work, P/F Rain Water pipe, repair of broken tile at terrace of Admin. Building and related Misc. works at Deen Dayal Upadhyaya College.
- 42) **Constituting Governing Body Committees:** The Governing Body considered reconstitution of Governing Body Committees and approved the following :
- i. **Finance Committee:**
 - i. Prof. S. K. Awasthi, Chairman, GB and University Representative: Chairman
 - ii. Prof. Monica Singhania, Treasurer, GB and University Representative
 - iii. Prof. Hem Chand Jain, Officiating Principal : Convenor
 - iv. Dr. Sachin Mittal, Bursar
 - v. Dr. Anita Gulati, Teachers Representatives
 - ii. **GPF Committee:**
 - i. Prof. S. K. Awasthi, Chairman, GB and University Representative: Chairman
 - ii. Prof. Monica Singhania, Treasurer, GB and University Representative
 - iii. Prof. Hem Chand Jain, Officiating Principal : Convenor
 - iv. Dr. Sachin Mittal, Bursar
 - v. Prof. Pradip Kumar Jha, Elected Subscribers Nominee
 - vi. Mr Vijay Kumar, Elected Subscribers Nominee
 - iii. **Leave Advisory Committee:**
 - i. Prof. Monica Singhania, University Representative: Chairperson
 - ii. Prof. Hem Chand Jain, Officiating Principal : Convenor
 - iii. Dr. Anita Gulati, Teachers Representatives
 - iv. Dr. Jyoti, Teachers Representatives
 - iv. **Residential Flat Allotment Committee:**
 - i. Prof. Monica Singhania, University Representative: Chairperson
 - ii. Prof. Hem Chand Jain, Officiating Principal : Convenor
 - iii. Dr. Anita Gulati, Teachers Representatives
 - iv. Dr. Jyoti, Teachers Representatives

v. **Grievance Committee for Teachers:**

- i. Prof. S. K. Awasthi, University Representative : Chairman
- ii. Prof. Hem Chand Jain, Officiating Principal : Convenor
- iii. Dr. Rajni Bala, Secretary Staff Council
- iv. Dr. Anita Gulati, Teachers Representatives
- v. Sh Anil Kumar, L.O., SC-ST
- vi. Dr. Rakesh Kumar L.O., OBC
- vii. Prof. Anurag Mishra L.O., EWS
- viii. Dr. Sachchidanand Tripathi L.O., PWBD

- vi. **Purchase Committee:** In case of purchase of an item exceeding Rs.25,00,000/- and above or hiring an outsourced service Prof. Monica Singhania, University Representative will be the Chairperson along with other members of the respective committee

43) Confidential

44) Confidential

- 45) **Appointment of Bursar:** In terms of Clause 4(2) of Ordinance XVIII of the Ordinances of University of Delhi, Delhi, the House resolved to approve the recommendation of Officiating Principal to appoint Dr Sachin Mittal as Bursar of the college for the financial year 2023-24.

- 46) **Research Promotion Initiatives:** The recommendations of research committee for promotion of research environment in the college were considered. The research committee in its meeting held on 24/08/2022 have recommended the following three types of research grants for promotion of research environment in the college:

1. Active Researcher Grant for Publication
2. Research Award Scheme for Research Projects
3. Travel Grant for Presenting Research Paper

After due deliberation the house resolved to constitute the following committee to prepare detailed guidelines in this regard

1. Prof. S. K. Awasthi, Chairman Governing Body and UR
2. Prof. Hem Chand Jain, Officiating Principal
3. Prof. Rampal Singh, Convenor Research Committee

- 47) **Sanction of Minor Projects:** The recommendations of Convenor Research Committee regarding sanction of minor projects as per details given below were considered, approved, and sanctioned funds mentioned against each faculty member:

Sr. No.	Name of Principal Investigator	Project Title	Project Duration	Proposed Expenditure (Rs.)
1	Prof. Pradip Kumar Jha Professor in Physics.	First-principles study of Rashba Spin-orbit interaction and its tenability via doping and strain engineering in 2D materials and oxide hetero structures for spintronic application	Two years	3,00,000/-
2	Prof. Avnindra Kumar Singh Professor in Physics.	“Study of Atomic Processes of multi-charged ions using electron and photon probes”	Two years	3,00,000/-
3	Dr. Nityananda Agasti	Synthesis, characterization and catalytic application of doped CeO ₂ nanostructures	Two years	3,00,000/-
4	Dr. Yogieta S. Mehra	Towards a Happy State: Framing a Stress Index, evaluate its impact on productivity and overall wellbeing in Banking and Financial Services Industry (BFSI).	Two years	1,50,000/-

Any other item with the permission of the Chair.



- 48) Reference Governing Body Resolution No. 41 of its meeting held on 15.02.2022 regarding authorisation to Principal to Open Bank Account in the Home Bank for Research Projects, Conferences, Seminars, FDP’s, FTP’s,. In this regard the house resolved that such bank account shall be jointly operated by Principal and Principal Investigator/Convenor/Incharge/etc. All purchases should be made as per GFR 2017.
- 49) The House mourned the sad and untimely demise of Dr. Virender Thukral, Associate Professor in Mathematics

END OF INSTITUTIONAL AGENDA



HOSTELS AGENDA: PART-B

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





Contractual Appointments Girls' Hostel



- (i) in appointing the following staff on contractual basis for the Girls' Hostel w.e.f 06.06.2022 upto 05.12.2022. 
1. Ms. Ekta Sinha as Manager
 2. Ms. Kanika Bhatia as Junior Assistant
- (ii) in appointing the following staff on contractual basis for the Girls' Hostel w.e.f 07.12.2022 upto 06.06.2023. 
1. Ms. Ekta Sinha as Manager
 2. Ms. Kanika Bhatia as Junior Assistant

Contractual Appointments Boys' Hostel

- (iii) in appointing the following staff on contractual basis for the Boys' Hostel w.e.f 07.06.2022 upto 06.12.2022. 
1. Ms. Usha Verma as Junior Assistant
 2. Mr. Devender Pratap Singh as MTS
- (iv) in appointing the following staff on contractual basis for the Boys' Hostel w.e.f 08.12.2022 upto 07.06.2023. 
1. Ms. Usha Verma as Junior Assistant
 2. Mr. Devender Pratap Singh as MTS

Other items

- v) in awarding contract to M/s Shiv Shakti Enterprises for operating the hostels mess on monthly renewable basis extendable up to two years w.e.f 01.09.2022 through GeM. 
- vi) to report opening of Bank A/c in Punjab National Bank in the DDU College Boys' Hostel Cooperative Mess
- vii) to report opening of Bank A/c in Punjab National Bank in the DDU College Girls' Hostel Cooperative Mess
- viii) Delinking component of Mess Fee from the Quarterly Charges and collection in separate mess account. 
- 51) **Audited Accounts (Boys Hostel):** The Balance Sheets and other accounts pertaining to Boys hostel for the financial year 2021-22 as audited by the Statutory Auditors M/s JMG & Associates, (Chartered Accountants) were considered and approved by the House. 
- 52) **Audited Accounts (Girls Hostel):** The Balance Sheets and other accounts pertaining to Girls hostel for the financial year 2021-22 as audited by the Statutory Auditors M/s JMG & Associates, (Chartered Accountants) were considered and approved by the House. 

- 53) **Stock Verification Reports:** The Stock Verification Reports of Boys Hostel for the financial year 2021-22 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: 
- a. Prof. S. K. Awasthi, Chairman, Governing Body.
 - b. Dr. Hem Chand Jain, Officiating Principal
 - c. Dr. Sachin Mittal, Bursar.
 - d. Warden of respective Hostel
- 54) **Stock Verification Reports:** The Stock Verification Reports of Girls Hostel for the financial year 2021-22 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: 
- a. Prof. S. K. Awasthi, Chairman, Governing Body.
 - b. Dr. Hem Chand Jain, Officiating Principal
 - c. Dr. Sachin Mittal, Bursar.
 - d. Warden of respective Hostel
- 55) **Recommendation of Hostel Committee regarding regularization of Hostel Mess Contract.** The Officiating Principal informed the house that vide resolution no. 22 of its meeting held on 5/3/2022 the Governing Body resolved to float a bid through GeM for Hiring of Mess services under the supervision of the Hiring of Outsourced Services Committee and Hostel Committee, however, the minutes of this meeting were signed by the then Chairman Governing Body on 1/11/2022. In the absence of signed minutes the regular contract could not be floated on GeM.
- As mess services are essential for running the Hostel, therefore, as an emergent and interim measure the Member Secretary informed the house that the Hostel Mess Services Contract was awarded through GeM portal to M/s Shiv Shakti Enterprises w.e.f. 01/09/2022 on monthly renewable basis for a period up to 04.09.2024, following all the codal formalities by the Hostel Committee and members of the Purchase Committee of the College.
- Since 01/09/2022 M/s Shiv Shakti Enterprises has been running the hostel mess satisfactorily. The residents have appreciated the quality of the food and hygiene maintained in the mess.
- The Member Secretary, further, informed that on getting the satisfactory report by the Residents of the Hostel, the service of the mess contract is being extended on month to month basis starting with 01.09.2022. Now as the operation of the mess services is running satisfactorily since last three months and the contract to M/s Shiv Shakti Enterprises was awarded after following all the codal formalities through GeM, therefore, the Hostel Committee have recommended to regularise the said mess contract till the period up to 04.09.2024.

After due deliberations the House resolved to accept the recommendations of Hostel Committee and approved the regularisation of the Hostel Mess Contract to M/s Shiv Shakti Enterprises till the period up to 04.09.2023.

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