

DEEN DAYAL UPADHYAYA COLLEGE

(University of Delhi)
Sector-3, Dwarka, New Delhi-110078.

MINUTES OF THE EMERGENT MEETING OF THE GOVERNING BODY HELD ON TUESDAY THE 03rd September, 2019 AT 3:30 p.m.

An emergent meeting of the Governing Body was held on Tuesday the 03rd September, 2019 at 3:30 p.m. in the Office of the Principal. The following were present:

- 1) Prof. D.S. Rawat, Chairman
- 2) Prof. M.L. Singla, Treasurer
- 3) Dr. Paramjeet Kaur Bedi, Teacher's Representative
- 4) Dr. Mamta Amol Wagh, Teacher's Representative
- 5) Mr. Swatantra Kumar Yadav, Special Invitee
(rep. of staff, other than teachers)
- 6) Dr. Hem Chand Jain, Acting Principal & Member Secretary

The following agenda was taken up:

1. **Advertisement for the Post of Principal:** As matter pertained to consider the advertisement for the post of Principal and Dr. Hem Chand Jain, Acting Principal might be a perspective candidate for this post, he himself opted to abstain during discussion and went out with the permission of the Chair.

The House thereafter, considered letter No. CS-I(114)/Appt.Principal /2019/304 dated 23.08.2019 received from University of Delhi, regarding advertisement for appointment to the post of Principal of the College and had a detailed discussion on the templates enclosed therewith.

After due deliberations, it was resolved to advertise the post of Principal as per templates provided by the University of Delhi under the signatures of the Chairman, Governing Body in one English News Daily and the Employment News and same be posted on the website of the University and college. Further, it was resolved that applications be invited online through the link provided by University of Delhi.

Further, the Chairman was authorized to make all necessary correspondence with University of Delhi and/or any other authority/official/person in this regard and procedure to be followed for appointment of Principal.

Dr. Hem Chand Jain joined the House immediately, thereafter.

2. **Advertisement for the Post of Assistant Professors:** The Governing Body considered letter No. CS-II(114)/Apptt. Asstt. Professor/2019/ dated 09.08.2019 and templates enclosed therewith regarding advertisement for appointment of Assistant Professors in various subjects in the College and resolved to advertise the Post of Assistant Professors in various subjects as per details annexed (Appendix-I) and invite applications online through the link provided by University of Delhi. This is however, subject to approval of University of Delhi to the same, along with approval of relevant Reservation Rosters.

It was decided that Advertisement be published in one English News Daily and the Employment News and same be posted on the website of the University and college.

3. **Balance Sheets and other Accounts (Govt.):** The Governing Body considered and resolved to approve the Balance Sheets & other accounts for the financial year 2018-19 duly audited by M/s Suratna Goel & Co., Chartered Accountants in respect of Recurring Grant A/c, Non-Recurring Grant A/c, UGC Grant A/c, Deen Dayal Upadhyaya College A/c for DBT.
4. **Balance Sheets and other Accounts (GPF):** The Governing Body considered and resolved to approve the Balance Sheet & other accounts for the financial year 2018-19 duly audited by M/s Suratna Goel & Co., Chartered Accountants in respect of Provident Fund A/c.
5. **Balance Sheets and other Accounts (Fee Receipt):** The Governing Body considered and resolved to approve the Balance Sheet & other accounts for the financial year 2018-19 duly audited by M/s Suratna Goel & Co., Chartered Accountants in respect of DDUC Fee Account.
6. **Balance Sheets and other Accounts (others):** The Governing Body considered and resolved to approve the Balance Sheets & other accounts for the financial year 2018-19 duly audited by M/s Suratna Goel & Co., Chartered Accountants in respect of Students Society A/c, College Development Fund Accounts, Students Security A/c, Add-on course A/c.
7. **Budget Estimates:** The Governing Body considered and resolved to approve the Revised Budget Estimates for the financial year 2019-20 and Budget Estimates for the financial year 2020-21.

The following additional agenda was taken up with the permission of the Chair:

8. **Personal Contact Programme for SOL students:** Letter No. SOL/PCP/2019/77 dated 02.09.2019 received from OSD, School of Open Learning, University of Delhi, Delhi regarding Personal Contact Programme (PCP) 2019-20 for the SOL Students to be held in the College premises was placed before the House. After due deliberations it was resolved to approve the same.

9. **Extension of Security Agency Contract:** The Proposal for extension of contract with the Security Agency M/s Miraz Securitas Pvt. Ltd. for a period of one year beyond 30.09.2019 on existing terms and conditions was considered and approved.
10. **Voluntary Retirement in respect of Dr. Anita Rani:** The request dated 02.09.2019 received from Dr. Anita Rani, Associate Professor in Hindi for Voluntary Retirement from the College service was placed before the House. Further, her request dated 03.09.2019 regarding waiver of notice period of three months (on medical grounds, duly supported by the certificate of the Doctor) was also placed before the House. After going through all the aspects of the case, recommendation of the Doctor and due deliberations it was resolved to accept the request of Dr. Anita Rani for Voluntary Retirement with curtailment of the notice period of three months with the condition that she shall not apply for commutation part of her pension before the expiry of the period of notice of three months. The request was accepted under Fundamental Rule 56 (k) and Rule 48-A of CCS Pension Rules.

Further, Governing Body noted that as per Clause-8 of Annexure (Form of Agreement of Service for College Teachers) to Ordinance-XII of the Ordinances of University of Delhi decision on termination of engagement of a Teacher, on his own request, by the College shall be subject to satisfaction of the Vice-Chancellor. The Governing Body authorized the Acting Principal to write to the University in this regard. It was however, decided that in anticipation of concurrence of the Vice-Chancellor to the Compulsory Retirement of Dr. Anita Rani, she be relieved with immediate effect.

11. **Starting of B.Sc. (H) Geology Course:** The member secretary apprised the House that the College has got approval from University of Delhi regarding starting of B.Sc. (H) Geology course vide its letter No. CB-II/260/New Courses/DDUC/2019-20/344 dated 23.07.2019 and place the recommendations of the Committee constituted for assessment of requirement for setting up of Geology Laboratory for the course along with manpower (Teaching and Non-teaching) requirement. The Governing Body after due deliberations resolved to approve the following:
- i. **Teaching Staff:** 1st Year-02, 2nd Year-03, 3rd Year-03, Total-08
 - ii. **Non-teaching Staff:** Lab. Assistant-08, M.T.S. Lab.-06 (for two labs).
 - iii. **Non-recurring requirements:** Rs. 1,03,11,000/-

12. **Position of Manager in Boys/Girls Hostel:** The Governing Body considered the proposal from Wardens of Boys and Girls Hostel for the position of Manager in both the hostels on account of increase in workload due to full occupancy of 90 seats.

In this connection, the House was apprised of the fact that Governing Body vide Resolution No. 20 (a) dated 11.05.2017, followed by Res. No. 3 (xiii) dated 18.05.2018 approved the appointment of a Manager:

“if no teacher is willing to become warden the Vice-Principal of the College shall look after the duties of the Warden of such hostel(s) and to assist him/her in managing the hostel a full time Manager be appointed. The Manager so appointed will be required to stay in the Warden’s office and paid a consolidated salary to be decided by the Governing Body from time to time”.

Further, vide Res. No. 2 (ix) of the Governing Body Meeting held on 15th December, 2017, *the qualification for the post of Manager is Post-graduation.*

The Governing body after due deliberation resolved that in view of full strength of students in both Boys and Girls hostel, it is necessary to have a full time manager each in Boys and Girls hostel. These appointments be made on contractual basis and salary will be met out of the fee collection of the respective hostels.

Furthermore, it was resolved that henceforth, the Wardens appointed, may not be required to stay in the campus.

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

Sd/-
**CHAIRMAN,
GOVERNING BODY**

Sd/-
**ACTING PRINCIPAL
& MEMBER SECRETARY**