

DEEN DAYAL UPADHYAYA COLLEGE

(UNIVERSITY OF DELHI)

Shivaji Marg, Karampura, New Delhi – 110015.

MINUTES OF THE GOVERNING BODY MEETING HELD ON TUESDAY, THE 21st October, 2014 AT 10:00 a.m.

A meeting of the Governing Body was held on Tuesday the 21st October, 2014 at 10:00 a.m. in the College premises. The following members were present:

1. Prof. A.K. Pandey, Chairman
2. Prof. Brajesh C. Choudhary
3. Dr. Vandana Gupta
4. Dr. Sunil Kumar
5. Dr. S.K. Garg (Principal & Member Secretary)
6. Mr. Bharat Bhushan, Special Invitee (rep. of staff, other than teachers)

At the outset new University's Representative namely Prof. Brajesh C. Choudhary and Teacher's Representatives namely Dr. Vandana Gupta and Dr. Sunil Kumar were welcomed and it was resolved to place on record the services rendered by outgoing members namely Prof. Dinabandhu Sahoo, Dr. Suman Bala Manchanda and Dr. P.L. Meena.

The agenda for the meeting was taken up ad seriatim:

1. a) **Confirmation of the Minutes:** The minutes of Governing Body meeting held on 1st April, 2014 were confirmed.
 - b) **Action taken on Minutes :** Appropriate action was taken wherever required.
 - c) **Matters arising out of minutes :**
 - i) **Res. No. 26 :** The Principal reported that the University of Delhi had rolled back the Four Year Under-graduate Programme (FYUP), as a consequence of which the issue of allocation of Discipline Course-II became redundant.
 - ii) **Res. No. 29 :** It was reported by the Member Secretary that the Peer Team from National Assessment and Accreditation Council visited the college on 15th, 16th & 17th April, 2014. The college has been accredited by NAAC in 'B' Grade with a CGPA of 2.63. Since the CGPA was too short of the expectations, the college has gone into appeal for review of the grading with the permission of the Chairman and has paid a sum of Rs. 1,12,360/- out of Miscellaneous Head (St. Society Account) as an Appeal Fees. The result of the appeal is still awaited.
2. **Appointment of Treasurer:** The Governing Body appointed Prof. Brajesh C. Choudhary as Treasurer in terms of Clause 4(1) of Ordinance XVIII of the Ordinances of University of Delhi.

3. The following actions taken after the approval of the Chairman, Governing Body under his emergency powers were reported and recorded :
- i) extending the deputation period of Dr. Anurag Mishra, Associate Professor in Electronics from 23.5.2014 to 30.6.2014 as member of Student Empowerment Committee at University of Delhi as mentioned in letter from Assistant Registrar (Estab.) to the Dean (Academics) vide letter No. Estab.(T)/VI/SEC/2014/1169/19673 dated 28.6.2014.
 - ii) accepting the request of Dr. Neeraj Tyagi, Associate Professor in Electronics for extension of the deputation period as Deputy Dean (Works) in the office of the Vice-Chancellor, University of Delhi for a period of one year w.e.f. 1.8.2014 till 31.7.2015 as intimated in Notification No. Estab.II(i)/2013 dated 7th July, 2014 from Registrar, University of Delhi.
 - iii) accepting the request of Ms. Mamta Amol Wagh, Assistant Professor in Mathematics for grant of Study Leave for the period w.e.f. 1.8.2014 to 7.11.2014 to enable her to do research work leading to Ph.D at Department of Mathematics, Dr. B.R. Ambedkar University, Agra, Uttar Pradesh as recommended by her Supervisor.
 - iv) approving the recommendations of the Selection Committee meetings held from 6th to 9th June, 2014 for appointment of the Assistant Professors in Chemistry under SC, OBC & UR categories.
 - v) allowing appointment of two Assistant Professors on adhoc basis in addition to sanctioned posts for teaching Environmental Studies Paper to the students of first year in Semester I & II.
 - vi) approving extension of Extra Ordinary Leave (without pay) for the period w.e.f. 23.7.2014 to 9.5.2015 to Dr. Lathika Nair, Associate Professor in Zoology on personal grounds.
 - vii) approving the request of Mr. Ankur Dhir, Person with Disability (Spastic) for extension of his contract with the college for running the photocopy shop for a period of one year beyond 31.5.2014.
 - viii) constituting a Committee of the following to recommend appointment of suitable agency for providing Sanitation (housekeeping) services in the college w.e.f. 1.7.2014 :
 - i. Dr. S.K. Garg, Principal (Convener)
 - ii. Dr. Sanjay Tandon
 - iii. Dr. Suman Bala Manchanda
 - iv. Dr. Kulvinder Singh
 - ix) accepting the recommendations of the Committee to appoint M/s. ESF Securitas for providing Sanitation (Housekeeping) Services in the college for an amount of Rs. 82,000/- (inclusive of material) plus applicable tax per month w.e.f. 1.7.2014 for a period of one year extendable to another year subject to satisfactory performance.

- x) accepting the recommendations of the Committee constituted as in (viii) to appoint M/s. Parkland Security & Allied Services to provide seven guards for Security Services in the college for an amount of Rs. 20,193.79 per month for each guard plus applicable taxes, if any (as per rates notified by Directorate General of Resettlement (DGR) w.e.f. 1.10.2014 for a period of one year extendable to another year subject to satisfactory performance.
4. The following actions taken by the Principal were reported, recorded and approved :
- i) permitting revision of rates of courier service from Rs. 7/- to Rs. 9/- for local and from Rs. 12/- to Rs. 14/- for NCR region, being provided to the college by M/s. Krishna Enterprises due to the increase in delivery charges w.e.f. 1.4.2014.
- ii) appointing Ms. Priyanka Sharma as Jr. Assistant in Administration on contractual basis for the period w.e.f. 14.8.2014 till 11.2.2015 on a consolidated salary of Rs. 13,200/- per month to be met out of University related examination work, Student's Society Account.
- iii) appointing Ms. Sonia, Multi-Tasking Staff on contractual basis for the period w.e.f. 14.8.2014 till 11.2.2015 on a consolidated salary of Rs. 8,250/- per month to be met out of Miscellaneous Fund, Student's Society Account.
- iv) accepting the request of M/s. Parkland Security & Allied Services to deposit performance guarantee upto a maximum limit not exceeding 10% of one month's wage bill as per rules of DGR, Ministry of Defence in place of Performance Security.
- v) sanctioning Cash Handling Allowance as per Govt. rules to Mr. Jitender Solanki, Jr. Assistant, Account Section on account of performing duties of cashier in place of Mr. Mukesh Gupta w.e.f. 1st October, 2014.
- vi) appointing following persons on contractual basis for the period w.e.f. 14.8.2014 till 11.2.2015 on a consolidated salary mentioned against each:

<u>Sl.No.</u>	<u>Name</u>	<u>Designation/Deptt.</u>	<u>Amount (Rs.)</u>
1)	Mr. Gaurav Sharma	Sc. Assistant/Mgmt.Studies	16,500/-
2)	Ms. Sonia Gupta	Sc. Assistant/Commerce	16,500/-
3)	Mr. Hari Om Sharma	Sc. Asstt./Comp. Hub	16,500/-
4)	Mr. Vinay Kr. Gupta	Sc. Asstt./Comp.Sc.	16,500/-
5)	Mr. Sandeep Bhardwaj	Sc. Asstt./Comp.Centre	16,500/-
6)	Mr. Varun Sharma	Jr. Assistant/Accts.	13,200/-
7)	Mr. Devender Kr. Bisht	Jr. Assistant/Admin.	13,200/-
8)	Mr. Ravinder Kumar	MTS-Lab/Botany	8,250/-
9)	Mr. Gurdas	MTS-Lab/Chemistry	8,250/-
10)	Ms. Sunita Vishwakarma	MTS-Lab/Chemistry	8,250/-
11)	Mr. Thakur Adhikari	MTS-Lab/Chemistry	8,250/-
12)	Mr. Neeraj Kumar	MTS-Lab/Chemistry	8,250/-
13)	Mr. Budhram	MTS-Comp. Lab/Comm.	8,250/-
14)	Mr. Gaurav Vashistha	MTS-Comp. Lab/Comp.Cent.	8,250/-
15)	Mr. Nitin Kumar	MTS-Comp. Lab/ Comp.Cent.	8,250/-

<u>Sl.No.</u>	<u>Name</u>	<u>Designation/Deptt.</u>	<u>Amount (Rs.)</u>
16)	Mr. Rahul	MTS-Comp. Lab/Comp. Hub	8,250/-
17)	Mr. Bhuwan Chander	MTS-Lab/Physics	8,250/-
18)	Mr. Pankaj Kanwal	MTS-Lab/ Electronics	8,250/-
19)	Mr. Kush Kumar	MTS-Lab/Electronics	8,250/-
20)	Mr. Sanjeev Kr. Singh	Multi-Tasking Staff/Admn.	8,250/-
21)	Ms. Shabnam	MTS-Lab/ Physics	8,250/-
22)	Mr. Neem Prasad	MTS-Lab/ Physics	8,250/-
23)	Mr. Daya Kishan Khulbe	MTS-Lab/Zoology	8,250/-
24)	Mr. Gopal	MTS-Lab/Zoology	8,250/-
25)	Mr. Amit Kumar	MTS-Library	8,250/-
26)	Mr. Parveen Kumar	MTS-Mgmt. Studies	8,250/-
27)	Mr. Bharat Chhabra	Multi-Tasking Staff/Admn.	8,250/-

5. The appointment of Mr. Ravi Kumar as Assistant Professor in Electronics on adhoc basis with effect from 4.4.2014 (F/N), for the period upto 22.5.2014 was reported, recorded and confirmed.
6. The appointment of Dr. Amna Mirza as Assistant Professor in Political Science on adhoc basis with effect from 15.4.2014 (F/N), for the period upto 22.5.2014 was reported, recorded and confirmed.
7. The resignation of Dr. Tarkeshwar from the post of Assistant Professor (adhoc) in Zoology w.e.f. 15.5.2014 (A/N) was reported, recorded and confirmed.
8. **Leave Salary and Pension Contribution in respect of Dr. Neeraj Tyagi** : Receipt of Leave Salary and Pension Contribution in respect of Dr. Neeraj Tyagi, Associate Professor in Electronics who is on deputation as Dy. Dean (Works) in University of Delhi vide cheque No. 149360 dated 22.5.2014 amounting to Rs. 1,72,890/- (Rs. 72,570/- towards Leave Salary Contribution & Rs. 1,00,320/- towards Pension Contribution) for the period 1.4.2013 to 31.3.2014 was reported and recorded. Deposition of same in Retirement Benefit Head, Maintenance Grant Account vide receipt no. 3634 dated 3.6.2014 was also reported and recorded.
9. **Adhoc appointments of Assistant Professors** : The appointment of the following as Assistant Professor on adhoc basis for a period of four months w.e.f. the date mentioned against each was reported, recorded and confirmed:

<u>S.No.</u>	<u>Name</u>	<u>Subject</u>	<u>Date of Joining</u>
1)	Dr. Varnika Bhatia	Botany	21.7.2014 (F/N)
2)	Dr. Charu Kalra	Botany	21.7.2014 (F/N)
3)	Dr. Savita	Botany	21.7.2014 (F/N)
4)	Mr. Sandeep Kumar	Botany	21.7.2014 (F/N)
5)	Dr. Sanjeev Kr. Mishra	Chemistry	21.7.2014 (F/N)
6)	Mr. Amar Singh Meena	Chemistry	21.7.2014 (F/N)
7)	Ms. Pinki	Commerce	21.7.2014 (F/N)
8)	Ms. Preeti	Commerce	21.7.2014 (F/N)
9)	Ms. Aarti Verma	Commerce	21.7.2014 (F/N)
10)	Ms. Deepti Sehgal	Commerce	21.7.2014 (F/N)

<u>S.No.</u>	<u>Name</u>	<u>Subject</u>	<u>Date of Joining</u>
11)	Ms. Ruchi Goyal	Commerce	21.7.2014 (F/N)
12)	Dr. Meghna Aggarwal	Commerce	21.7.2014 (F/N)
13)	Ms. Kanika Bhutani Anand	Commerce	04.08.2014 (F/N)
14)	Ms. Anuradha Singhal	Computer Science	21.7.2014 (F/N)
15)	Mr. Sanjeet Kumar	Computer Science	21.7.2014 (F/N)
16)	Mr. Ankit Rajpal	Computer Science	21.7.2014 (F/N)
17)	Ms. Trasha Gupta	Computer Science	21.7.2014 (F/N)
18)	Ms. Preeti	Computer Science	21.7.2014 (F/N)
19)	Ms. Vaishali Kapoor	Economics	21.7.2014 (F/N)
20)	Ms. Ardaman Kaur	Electronics	21.7.2014 (F/N)
21)	Mr. Dinesh Kumar	Electronics	21.7.2014 (F/N)
22)	Ms. Ashita	Electronics	21.7.2014 (F/N)
23)	Mr. Ravi Kumar	Electronics	21.7.2014 (F/N)
24)	Ms. Neha	Electronics	30.7.2014 (F/N)
25)	Mr. Anuj Khushwaha	English	21.7.2014 (F/N)
26)	Mr. Jyotishman Kalita	English	21.7.2014 (F/N)
27)	Ms. Uplabdh Sangwan	English	21.7.2014 (F/N)
28)	Ms. Meenu Chopra	Management Studies	21.7.2014 (F/N)
29)	Ms. Aanchal Gupta	Management Studies	21.7.2014 (F/N)
30)	Mr. Sandeep Kumar	Mathematics	21.7.2014 (F/N)
31)	Ms. Rashmi Gupta	Mathematics	21.7.2014 (F/N)
32)	Mr. Dinesh Kumar	Mathematics	28.7.2014 (F/N)
33)	Mr. Krishanpal	Mathematics	28.7.2014 (F/N)
34)	Dr. Amna Mirza	Pol. Sc.	21.7.2014 (F/N)
35)	Dr. Manish Kumar Verma	Physics	21.7.2014 (F/N)
36)	Ms. Mansi Agarwal	Physics	30.7.2014 (F/N)
37)	Dr. Shailly Anand	Zoology	21.7.2014 (F/N)
38)	Mr. Manish Sharma	Zoology	21.7.2014 (F/N)
39)	Dr. Saket Chattopadhyay	Zoology	21.7.2014 (F/N)
40)	Ms. Renu Solanki	Zoology	21.7.2014 (F/N)
41)	Dr. Riyaz Ahmed Bakshi	Zoology	21.7.2014 (F/N)
42)	Mr. Vikas Kumar	Zoology	01.8.2014 (F/N)

10. **Regular appointments of Assistant Professors in Chemistry** : The appointment and joining of following Assistant Professors against substantive post in the Department of Chemistry as recommended by duly constituted Selection Committee was reported, recorded and confirmed :

<u>Sl.No.</u>	<u>Name</u>	<u>Category</u>	<u>Date of Joining</u>
i)	Dr. Chetna Angrish	UR	21.7.2014
ii)	Dr. Reema Chhabra	UR	21.7.2014
iii)	Dr. Nityananda Agasti	UR	21.7.2014
iv)	Dr. Sunny Manohar	OBC	21.7.2014
v)	Dr. Chayannika Singh	OBC	21.7.2014
vi)	Dr. Jyoti	SC	21.7.2014
vii)	Dr. Kapil	SC	31.7.2014

It was further reported and recorded that these appointments are subject to the following :

- i) Orders of Hon'ble High Court of Delhi in W.P.(C) 16258/2006 : Sambhavana vs. Delhi University & ors. case.
 - ii) Orders of Hon'ble High Court of Delhi in W.P. (C) 803/2014 : DU SC/ST/OBC Teachers Forum and Another vs. University of Delhi & ors. case.
 - iii) Approval of Directorate of Higher Education, Govt. of NCT of Delhi for filling of vacant posts.
11. The appointment of Ms. Vatsala Dwivedi as Assistant Professor in Zoology on adhoc basis with effect from 25.7.2014 (F/N), for the period upto 24.9.2014 against leave vacancy of Dr. Krishna Bansal, Associate Professor was reported, recorded and confirmed.
 12. The appointment of Mr. Manoj Kumar as Assistant Professor in Mathematics on adhoc basis with effect from 1.8.2014 (F/N), for the period upto 7.11.2014 was reported, recorded and confirmed.
 13. The resignation of Mr. Manoj Kumar from the post of Assistant Professor (adhoc) in Mathematics w.e.f. 9.9.2014 (F/N) was reported, recorded and confirmed.
 14. The appointment of Mr. Sompal Singh as Assistant Professor in Mathematics on adhoc basis with effect from 15.9.2014 (F/N) upto 7.11.2014 in place of Mr. Manoj Kumar was reported, recorded and confirmed.
 15. The resignation of Dr. Amna Mirza from the post of Assistant Professor (adhoc) in Political Science w.e.f. 19.8.2014 (A/N) was reported, recorded and confirmed.
 16. The appointment of Ms. Nidhi Sinha as Assistant Professor in Political Science on adhoc basis with effect from 3.9.2014 (F/N), for a period of three months in place of Dr. Amna Mirza was reported, recorded and confirmed.
 17. The resignation of Mr. Sanjeev Kumar Mishra from the post of Assistant Professor (adhoc) in Chemistry w.e.f. 4.8.2014 (F/N) was reported, recorded and confirmed.
 18. The appointment of Dr. Nobel Tomar as Assistant Professor in Chemistry on adhoc basis for a period of four months with effect from 19.8.2014 (F/N) in place of Mr. Sanjeev Kumar Mishra was reported, recorded and confirmed.
 19. **Adhoc appointment of Assistant Professor for EVS Paper** : The appointment of Dr. Aradhana Yadav as Assistant Professor in Botany & Dr. Virat, Assistant Professor in Environmental Studies on adhoc basis for a period of four months w.e.f. 19.8.2014 (F/N) and 20.8.2014 (F/N) respectively in order to teach Environmental Studies Paper introduced by the University of Delhi for the students of I year was reported, recorded and confirmed.

20. **Leave Encashment to Dr. Anil Kr. Karn :** Payment of Rs. 4,38,776/- after deducting TDS of Rs. 62,058/- from the Eligible Payment of Rs. 5,00,834/- vide cheque No. 014014 dated 27.3.2014 as encashment of Earned Leave of 182 days to Dr. Anil Kumar Karn, Associate Professor in Mathematics who has resigned from this college and joined as Reader 'F' at National Institute of Science & Research, Bhuvaneshwar was reported and recorded.
21. **Child Care Leave:** Letter no. CS.I/(111)/Circular(TS)/2014/(A)/61/7910 dated 15.5.2014 from Assistant Registrar (Colleges-T) enclosing therewith a copy of circular No. Estab.(T)/VI/Misc/2014/8688 dated 7.5.2014 issued by the Registrar, University of Delhi regarding appointment of a part-time/guest substitute teacher if the Child Care Leave (CCL) is granted for more than 45 days was reported and recorded. The Governing Body was apprised of the fact that prior to this the Governing Body on recommendation of a Committee had decided to sanction Child Care Leave for full semester (Ref. Res. No. 14 dated 9.11.2012) and an adhoc substitute teacher was allowed to be appointed. Now with the new guidelines coming into force, an adhoc appointment cannot be made and only a Guest Faculty with six periods per week, as per University of Delhi rules could be appointed if the leave is for more than 45 days. After due deliberation, it was resolved to refer the matter to the University for clarification as to how the teaching under such circumstances shall be managed.
22. **Medical Reimbursement to Dr. Ratnesh R. Saxena :** Special provision of Medical Reimbursement for treatment of Multiple Sclerosis in respect of Dr. Ratnesh R. Saxena, Associate Professor, Department of Mathematics as per letter No. DHE-18(36)/Misc./2005-06/4361 dated 29.9.2014 received from Directorate of Higher Education, Govt. of NCT of Delhi was reported and recorded.
23. **Sitting Fees to Expert Members :** Payment of Sitting Fees @ Rs. 2000/- per day to the Expert Members (from University of Delhi) on Selection Committees in terms of E.C. Res. No. 27 dated 1.7.2011 was reported, recorded and confirmed.
24. **Additional Examination Work :** Receipt of an amount of Rs. 2,28,900/- from University of Delhi vide cheque no. 631532 dated 25.6.2014 (providing Rs. 100/- per student per annum) to meet the expenses for additional work of examination being done by college staff for the academic year 2013-14 was reported and recorded.
25. **Exemption in Service Tax:** Letter received from the Assistant Registrar (Colleges), University (No. CB-II/072/Circular/2014/312 dated 24.7.2014) forwarding a notification No. 25/2012 Service Tax dated 20.6.2012 along with a clarification from Mr. Rajkumar Digvijay, Under Secretary to the Govt. of India, Ministry of Finance, Department of Revenue regarding exemption from payment of Service Tax in case of educational institutions was reported and recorded.
26. **Balance Sheets & Other Accounts :** The House considered and approved the Balance Sheets and other Accounts for the year 2013-14 in respect of Student's Society Account, Student's Security Account, Development Fund Account and Add-On Courses Account duly audited by the Statutory Auditor M/s. PVR & Co. (Chartered Accountant).
27. **Balance Sheets & Other Accounts :** The House considered and approved the Balance Sheets and other Accounts for the year 2013-14 in respect of Provident Fund Account duly audited by the Statutory Auditor M/s. PVR & Co. (Chartered Accountant).

28. **Balance Sheets & Other Accounts :** The House considered and approved the Balance Sheets and other Accounts for the year 2013-14 in respect of Maintenance Grant Account, Non-Recurring Grant Account and UGC Grant Account, duly audited by the Statutory Auditor M/s. PVR & Co. (Chartered Accountant).
29. **Budget Estimates:** The House considered and approved the Budget Estimates for the financial year 2015-16 and Revised Budget Estimates for the financial year 2014-15.
30. **ELFA Audit Report and its reply:** The Governing Body accepted the replies to various paras of the Audit Report from Directorate of Audit (Examiner Local Fund Accounts), Govt. of NCT of Delhi for the financial year 2012-13 except para No. 5 of the year 2011-12 and No. 2 of the year 2012-13 itself, both pertaining to recovery of LTC payment to staff members.

The Governing Body considered the representation from all the nine employees. It was clarified by the Member Secretary that the charge in all the representations of not disseminating the information contained in various Government Circulars is not tenable as all circulars are notified on the college notice boards for Staff. Unfortunately, due to oversight, the Accounts section sanctioned advances/settled the bills in respect of these employees. However, due care has been taken immediately after the Audit objection.

After prolonged discussion, the Governing Body resolved as follows:

“Since all the staff members have travelled in the entitled class of travel by Air India/Private Airlines as and when permitted by the Government and reimbursement was made at a rate equal to or less than the LTC-80 fare, their recovery should not be affected merely because they have not purchased the tickets from the Airlines website or the Govt. authorised agents viz. Ashoka Tour and Travels/Balmer & Lawrie/IRCTC. As they have not caused any loss to the Govt. of India, the entire case be referred to the University of Delhi for condonation of recovery as a one time exception. Till such time the reply is received from the University, the process of recovery be kept in abeyance”.

31. **Compensatory Earned Leave to Teachers :** The Governing Body resolved to sanction Compensatory Earned Leave to the faculty members for performing official duties during vacations of academic session 2013-14 (**Appendix-I**).
32. **Upgradation of Broadband MTNL Plan :** The request received from the Department of Computer Science for upgradation of existing Broadband MTNL TriB UL Combo data-999 plan to Tri B Combo UL data 1899 plan was put up before the House. The Governing Body considered and approved the same. It was informed by the Member Secretary that two more MTNL Broadband connections are running in the college one in Computer Laboratory of Commerce department and the other in Computer Hub situated in college Library as standby to internet connectivity provided by University of Delhi. The Governing Body resolved to permit upgradation of these two connections also to Tri B Combo UL data 1899 plan. The expenditure for all the three connections is to be continued to be met out of respective Laboratory/Library Development Fund, St. Society Account.

33. **Interviews through Skype or Telephone :** Interviewing the candidates for appointment as Assistant Professor through telephone or Skype in terms of University letter No. CS-I/Misc./(TS)/DDUC/SG/2014/104 dated 9.6.2014 was considered by the House. The Governing Body decided not to entertain interviews through Skype or Telephone.
34. **Ex-gratia payment to teachers :** Cases of ex-gratia payment in lieu of summer vacation (from 23.5.2014 20.7.2014) salary in respect of the following ad-hoc Assistant Professors, who have worked till the end of the academic session 2013-14 i.e. 22.5.2014 and were re-appointed on the opening day of the academic session 2014-15 i.e. 21.7.2014 in this college, on the basis of undertaking submitted by them that they have not held any salaried post elsewhere (permissible in terms of Clause 3(4) of Ordinance XII of University of Delhi.) were considered and approved :

S.No.	Name	Subject
1	Ms. Varnika Bhatia	Botany
2	Dr. Charu Kalra	Botany
3	Dr. Savita	Botany
4	Mr. Sandeep Kumar	Botany
5	Dr. Reema Chhabra	Chemistry
6	Dr. Chetna Angrish	Chemistry
7	Mr. Sanjeev Kumar Mishra	Chemistry
8	Dr. Sunny Manohar	Chemistry
9	Ms. Anuradha Singhal	Computer Science
10	Mr. Sanjeet Kumar	Computer Science
11	Mr. Ankit Rajpal	Computer Science
12	Ms. Trasha Gupta	Computer Science
13	Ms. Preeti	Computer Science
14	Ms. Pinki	Commerce
15	Ms. Preeti	Commerce
16	Ms. Aarti Verma	Commerce
17	Ms. Deepti Sehgal	Commerce
18	Mr. Jyotishman Kalita	English
19	Ms. Uplabdh Sangwan	English
20	Mr. Ravi Kumar	Electronics
21	Dr. Dinesh Kumar	Electronics
22	Ms. Aanchal Gupta	Management Studies
23	Ms. Meenu Chopra	Management Studies
24	Mr. Sandeep Kumar	Mathematics
25	Ms. Rashmi Gupta	Mathematics
26	Dr. Manish Kumar Verma	Physics
27	Dr. Amna Mirza	Political Science
28	Dr. Saket Chattopadhyay	Zoology
29	Dr. Renu Solanki	Zoology
30	Dr. Shailly Anand	Zoology
31	Dr. Manish Sharma	Zoology
32	Dr. Riyaz Ahmed Bakshi	Zoology

35. **Ex-gratia payment to teachers :** Cases of ex-gratia payment in lieu of summer vacation (from 23.5.2014 to 20.7.2014) salary in respect of the following ad-hoc Assistant Professors, who have worked till the end of the academic session 2013-14 i.e. 22.5.2014 and were re-appointed on the opening day of the academic session 2014-15 i.e. 21.7.2014 in other college of University of Delhi, on the basis of undertaking submitted by them that they have not held any salaried post elsewhere (permissible in terms of Clause 3(4) of Ordinance XII of University of Delhi.) and University clarification vide letter No. CB.I/Adhoc/salary/2007/912 dated 17.9.2007 were considered and approved by the House :

S.No.	Name	Subject
1.	Ms. Shagun Manocha	Chemistry
2.	Mr. Dhan Raj Meena	Chemistry
3.	Dr. Lata	Chemistry
4.	Ms. Dhanisha Negi	Commerce

36. **Stock Verification report of the Library:** Stock verification report of the library for the year 2013-14 was placed before the House. The Governing Body noted that 18 books have been found untraceable during the last three consecutive stock verifications which is normal in an open access system and is within the prescribed limits as per Rule 194(ii) of GFR 2005. After due deliberations, the Governing Body resolved to write-off these 18 books amounting to Rs. 2533.20

37. **Stock Verification Reports:** The Stock Verification Reports of various departments for the year 2013-14 along with list of unserviceable items was placed before the House. The Governing Body resolved to constitute a Survey Committee consisting of the following for inspecting, writing-off the goods and recommending disposal of the unserviceable goods :

- i) Prof. Brajesh C. Choudhary, Treasurer
- ii) Dr. Vandana Gupta, Teacher's Representative on the Governing Body.
- iii) Dr. Sunil Kumar, Teacher's Representative on the Governing Body.
- iv) Dr. Kulvinder Singh, Bursar
- v) Teachers-in-charge of the concerned department/Admin.Officer/LPE.
- vi) Dr. S.K. Garg, Principal

38. **Appointment of Vice-Principal:** It was reported by the Member Secretary that the appointment of Vice-Principal so far was being done by seniority amongst the eligible willing Readers (redesignated as Associate Professor) as per Governing Body Res. No. 4 dated 2.11.2005 followed by Res. No. 8 dated 8.12.2006. Now with the revision of eligibility criteria for appointment of Vice-Principal as per amended ordinances of University of Delhi, minimum 400 points in Category-III of the Academic Performance Indicator (API) based on Performance Based Appraisal System (PBAS) are required for Associate Professors with Ph.D degree and more than 15 years of service.

It was felt that offering the Vice-Principalship strictly in order of seniority may not be very practical, as everyone may not have 400 points in Category-III of API.

The Governing Body therefore resolved to invite applications from willing Associate Professors fulfilling the eligibility as above and appoint the Vice-Principal in order of seniority from amongst them, barring those who have already been given an opportunity earlier.

39. **Child Care Leave to Dr. Ravinder Kaur :** The decision of granting Child Care Leave to Dr. Ravinder Kaur, Associate Professor in Electronics w.e.f. 5.1.2015 to 22.5.2015 was deferred till clarification is received from the University of Delhi on Res. No. 21.
40. **Child Care Leave to Dr. Shalini Bhatia :** The decision of granting Child Care Leave to Dr. Shalini Bhatia, Associate Professor in Commerce w.e.f. 2.1.2015 to 22.5.2015 was deferred till clarification is received from the University of Delhi on Res. No. 21.
41. **Overtime/Conveyance/Honorarium Payable to Non-Teaching Staff :** The Governing Body considered the request of the non-teaching staff association demanding payment of overtime allowance, conveyance allowance, honorarium payable to non-teaching employees for performing duties on closed days/holidays and after scheduled office hours due to exigencies of work and resolved to approve the same as per University of Delhi rules.
42. **Rationalization of Shri Sultan Chand Dropadi Devi Endowment Scholarships :** Proposal for rationalization of “Shri Sultan Chand Dropadi Devi Endowment Scholarship” instituted by Shri Sultan Chand Dropadi Devi Foundation, Darya Ganj, New Delhi vide Ch. No. 039269 dated 15.3.2014 was placed before the House. After due deliberations, the Governing Body resolved to write to the management of Shri Sultan Chand Dropadi Devi Foundation, giving our own rationalization proposal and obtain their consent for implementing the same (Ref. Res. No. 20 dated 1.4.2014).
43. **Disposal of unserviceable items** (Ref. G.B. Res. No. 21 dated 1.4.2014) : Disposal of following unserviceable items (earlier purchased from NR Grant) which could not be disposed off on Written Down Value were placed before the House. The Governing Body resolved that the items be re-auctioned with the items to be written-off , if any, during the current year and dispose them off to the highest bidder :

S. NO	Name of the Item	Year of Purchase	Qty	Purchase Price	Written Down Value
1.	Server	June-08	1	70967	5518.00
2.	Modi Xerox Model WCP-420	31.3.2004	1	108267.90	12778.00
3.	Projector (Hitachi)	2007-08	1	70620	18513.00
4.	Multimedia Projector (Mitsubushi XL 5U)	13.2.2006	1	102,119	17133.00

44. **Disposal of unserviceable items** (Ref. G.B. Res. No. 22 dated 1.4.2014) : Disposal of following unserviceable items (earlier purchased from Student’s Society Account) which could not be disposed off on Written Down Value were placed before the House. The Governing Body resolved to give its permission for disposal of these items as scrap :

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

45. **Condemnation of Staff Car** (Ref. Res. No. 37 dated 1.4.2014) : The proposal of condemnation of Ambassador Car, (Regn. No. DL-2FK-0072) for the use of the Principal and purchase of a new vehicle with the approval of Directorate of Higher Education, Govt. of NCT of Delhi was placed before the House. It was informed that the Car is almost 11 years old and has done more than 1 lakh kilometres. Its mileage is reduced to 7.4 K.M. per litre. On a query from one member, it was informed that the depreciated value of the car is Rs. 13,117.87 while the insured value is Rs. 40,000/-. Further, during the last one year i.e. from 1.9.2013 to 31.8.2014 a sum of Rs. 41,920/- has been spent on its repairs and maintenance. There are frequent breakdowns and at the time of every service, some part or the other is replaced. Members felt that running this car is neither economical nor eco-friendly. The Governing Body therefore resolved to permit condemnation of the old car and purchase of a new one after taking approval from the Govt. of NCT of Delhi.
46. **Renewal of Insurance of Laptops** : Proposal of renewal of Insurance of 774 Laptops (777 minus 3 for which claim has been settled against theft, as reported by the students to whom these were issued, by the Insurance Company), received from University of Delhi for the use of the students of the college, with Oriental Insurance Co. Ltd. at a premium of Rs. 100/- for depreciated value of Rs. 19,700/- each was placed before the House. The Governing Body permitted its renewal and payment of premium of Rs. 77,400/- from ICT Maintenance & Development Fund (Student's Society Account).
47. **MACP to Non-Teaching Staff** : The recommendations of Screening Committee dated 16th October, 2014 considering/reconsidering cases of non-teaching staff members for financial upgradation under Modified Assured Career Progression Scheme (MACP) were placed before the Governing Body. The Governing accepted and approved the recommendations. (**Appendix-II**)

With the permission of the Chair the following additional item was taken up :

48. **Introduction of B.A. (H) Economics course** : The Member Secretary informed the House that the Governing Body vide Resolution No. 20 in its meeting held on 9.12.2011 had resolved to start B.A. (H) Economics course in the college with an intake of 30 students by reallocating 30 seats out of 92 of B.A. (Programme). The proposal was sent to the University for approval vide letter No. DDUC/PO/New Courses/2012/2339 dated 16th February, 2012. In the academic session 2013-14 with the introduction of FYUP the University allowed us to start B.A. (H) Economics with an intake of 50 students. Unfortunately, due to roll back of FYUP, B.A. (H) Economics course had to be discontinued. After due deliberations, the Governing Body resolved to reiterate its earlier resolution for transferring 30 seats of B.A. (Programme) out of 92, to B.A. (H) Economics with effect from the academic session 2015-16. The Governing Body authorized the Principal to take up the matter with the University of Delhi authorities.

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

sd/-
**CHAIRMAN,
GOVERNING BODY**

sd/-
PRINCIPAL & MEMBER SECRETARY