

DEEN DAYAL UPADHYAYA COLLEGE

(UNIVERSITY OF DELHI)

Shivaji Marg, Karampura, New Delhi – 110015.

MINUTES OF THE GOVERNING BODY MEETING HELD ON WEDNESDAY, THE 26th November, 2014 AT 4.30 a.m.

A meeting of the Governing Body was held on Wednesday the 26th November, 2014 at 4.30 p.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)

The agenda for the meeting was taken up ad seriatim:

1. a) **Confirmation of the Minutes:** The minutes of Governing Body meeting held on 21st October, 2014 were confirmed.
- b) **Action taken on Minutes :** Appropriate action taken wherever required.
2. The following actions taken after the approval of the Chairman, Governing Body under his emergency powers were reported and recorded :
 - i) permitting the appointment of Data Entry Operator on daily wage basis as per Minimum Wages Act of Govt. of NCT of Delhi for preparing synopses of the Application Forms received for the post of Assistant Professors in various subjects for not more than 10 days per subject. The expenditure to be met out of M.G. Account.
 - ii) appointing Ms. Beenashaw N. Soni as an advocate from the University panel to appear in the court on behalf of the college in the Writ Petition No. W.P. (C) 6746/2014 in the case of Sh. Narendra Kumar & Ors. and University of Delhi and Ors., filed by 10 Lab. Assistants of our college working in various laboratories, in which the college has also been made the party at Respondent No. 3.

Note : In connection with the above, following was reported and recorded and approved :

- a) As per Orders dated 3.11.2014 of the Hon'ble High Court of Delhi in the above referred case, recoveries on account of lowering of pay scale consequent upon withdrawal of MACP as per directions of University of Delhi have been stopped from the salary of 10 Lab. Assistants (except the one who has not been a party as petitioner in the case) w.e.f. the month of November, 2014 till the date of next hearing i.e. 9.3.2015.

- b) Letters No. DDUC/Legal/2014/1262 dated 21.11.2014 and No. DDUC/Legal/2014/1248 dated 20.11.2014 written to the Petitioner's Advocate and the University of Delhi respectively.
- c) Legal opinion on the issue of refund of recovery made so far, as demanded by their advocate, has been sought from Ms. Beenashaw N. Soni, Advocate vide letter No. DDUC/Court Case/2014/1230 dated 18.11.2014.

3. The following action taken by the Principal was reported, recorded and approved :

Constituting a Screening Committee consisting of the following to scrutinize the applications to be received from Associate Professors for appointment of Vice-Principal as per the qualifications laid down in amended ordinances of University of Delhi i.e. 15 years of teaching experience, having Ph.D in the relevant discipline and requirement of minimum 400 points in Category-III of the Academic Performance Indicator (API) based on Performance Based Appraisal System (PBAS):

1. Dr. Vandana Gupta, Vice-Principal
2. Dr. Manoj Saxena, Associate Professor in Electronics
3. Dr. Yogieta S. Mehra, Assistant Professor in Management Studies.

4. **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	24.11.2014 (F/N)
2)	Dr. Charu Kalra	Botany	24.11.2014 (F/N)
3)	Mr. Sandeep Kumar	Botany	24.11.2014 (F/N)
4)	Ms. Pinki	Commerce	24.11.2014 (F/N)
5)	Ms. Preeti	Commerce	24.11.2014 (F/N)
6)	Ms. Aarti Verma	Commerce	24.11.2014 (F/N)
7)	Ms. Deepti Sehgal	Commerce	24.11.2014 (F/N)
8)	Ms. Ruchi Goyal	Commerce	24.11.2014 (F/N)
9)	Dr. Meghna Aggarwal	Commerce	24.11.2014 (F/N)
10)	Ms. Anuradha Singhal	Computer Science	24.11.2014 (F/N)
11)	Mr. Sanjeet Kumar	Computer Science	24.11.2014 (F/N)
12)	Mr. Ankit Rajpal	Computer Science	24.11.2014 (F/N)
13)	Ms. Trasha Gupta	Computer Science	24.11.2014 (F/N)
14)	Ms. Preeti	Computer Science	24.11.2014 (F/N)
15)	Ms. Vaishali Kapoor	Economics	24.11.2014 (F/N)
16)	Ms. Ardaman Kaur	Electronics	24.11.2014 (F/N)
17)	Mr. Dinesh Kumar	Electronics	24.11.2014 (F/N)
18)	Ms. Ashita	Electronics	24.11.2014 (F/N)
19)	Mr. Ravi Kumar	Electronics	24.11.2014 (F/N)
20)	Mr. Anuj Khushwaha	English	24.11.2014 (F/N)
21)	Mr. Jyotishman Kalita	English	24.11.2014 (F/N)

<u>S.No.</u>	<u>Name</u>	<u>Subject</u>	<u>Date of Joining</u>
22)	Ms. Meenu Chopra	Management Studies	24.11.2014 (F/N)
23)	Ms. Aanchal Gupta	Management Studies	24.11.2014 (F/N)
24)	Mr. Sandeep Kumar	Mathematics	24.11.2014 (F/N)
25)	Ms. Rashmi Gupta	Mathematics	24.11.2014 (F/N)
26)	Dr. Manish Kumar Verma	Physics	24.11.2014 (F/N)
27)	Dr. Shailly Anand	Zoology	24.11.2014 (F/N)
28)	Mr. Manish Sharma	Zoology	24.11.2014 (F/N)
29)	Dr. Saket Chattopadhyay	Zoology	24.11.2014 (F/N)
30)	Ms. Renu Solanki	Zoology	24.11.2014 (F/N)
31)	Dr. Riyaz Ahmed Bakshi	Zoology	24.11.2014 (F/N)

5. **Retirement Benefits to Dr. Anil Kr. Karn :** Fixation of pension of Dr. Anil Kr. Karn, Ex-Associate Professor in Mathematics, who has resigned w.e.f. 1.8.2011 (F/N) and joined as Reader 'F' in School of Mathematical Sciences, vide University of Delhi letter No. Fin./Pen.Cell/PGC/1250 dated 17.9.2014 at Rs. 26,125/- per month which shall reduce to Rs. 15,675/- per month w.e.f. 1.12.2014 after payment of commuted portion of Pension (40%) was reported and recorded.

Payment of following dues to Dr. Anil Kr. Karn were also approved :

- i) Retirement Gratuity amounting to Rs. 6,19,163/-
- ii) Commuted amount of Pension of Rs. 11,13,678/- (to be paid on 1.12.2014) as approved by the University of Delhi vide its letter dated 17.9.2014.
- iii) Arrears of Pension from 1.8.2011 till 30.11.2014 amounting to Rs. 10,45,000/-.

6. **Retirement Benefits to Dr. Madhu Chawla :** Fixation of pension of Dr. Madhu Chawla, Associate Professor in Sanskrit, who is superannuating on 30.11.2014 as per University of Delhi letter No. Fin./Pen.Cell/PGC/15 dated 21.11.2014 at Rs. 29,415/- per month which shall reduce to Rs. 17,649/- per month w.e.f. 1.12.2014 after payment of commuted portion of pension (40%) was reported and recorded.

Payment of following dues to Dr. Madhu Chawla were also approved :

- i) Retirement Gratuity amounting to Rs. 10 lakhs.
- ii) Leave Encashment amounting to Rs. 9,92,518/-
- iii) Commuted amount of Pension of Rs. 10,71,788/- as approved by the University of Delhi vide its letter dated 21.11.2014.
- iv) Provident Fund amounting to Rs. 49,80,544/- on account of full and final settlement (subject to approval of Provident Fund Committee in its meeting to be held on 26.11.2014 at 4:00 p.m.)

7. **Appointment of Vice-Principal:** It was reported by the Member Secretary that only one application (that of Dr. Deepak Sehgal) was received by the college in response to notice dated 10.11.2014. The application was scrutinized by the Screening Committee constituted for this purpose by the Principal as in Res. No. 3.

The screening committee after scrutinizing his application has submitted its report, stating that Dr. Deepak Sehgal has API score of 432 in Category-III of PBAS. Since Dr. Sehgal is an Associate Professor with more than 15 years service and is Ph.D, he is eligible to be appointed as Vice-Principal.

The Governing Body therefore resolved to recommend the name of Dr. Deepak Sehgal for appointment as Vice-Principal for a period of one year w.e.f. 1.1.2015 to the University of Delhi for approval.

8. **Earmarking of Post for PwD (VH) :** Earmarking of one post of Assistant Professor in Management Studies for Person with Disability (Visually Challenged) (which was earlier UR) as per the roster approved by the University of Delhi for PwD category in teaching, vide letter No. CB-II/Roster/Advt/DDUC/018/574 dated 10.11.2014 was reported, recorded and approved. It was resolved to issue necessary corrigendum by way of advertisement in one National Daily along with the latest qualification for the post of Assistant Professor in Management Studies as per amended ordinances of University of Delhi.
9. **Workload of Teachers in English :** Letters dated 24.11.2014 and 26.11.2014 from Teacher-in-charge, Department of English regarding workload of seven teachers along with the recommendations dated 18.11.2014 and 19.11.2014 of Academic Development Committee were placed before the House. After due deliberations, it was resolved to transfer one post from Department of Computer Science to Department of English and approve the following strength of teachers for the Even semester of 2014-15 :

S.No.	Department / Subject	Workload
1.	Physics	19
2.	Electronics	09
3.	Computer Science	12 + 2 Guest Lecturer
4.	Botany	07
5.	Environmental Studies	02
6.	Zoology	08 + 1 Guest Lecturer
7.	Mathematics	12
8.	Operational Research	01
9.	Chemistry	15
10.	Commerce	18
11.	Hindi	03
12.	Sanskrit	Nil
13.	English	07
14.	Political Science	01
15.	History	01
16.	Physical Education	01
17.	Management Studies	06
18.	Economics	02
19.	Mass Communication	1 Guest Lecturer
	Total	124 + 4 Guest Lecturers

10. **Child Care Leave to Dr. Sangeeta Talwar** : The request of Dr. Sangeeta Talwar, Teacher-in-charge, Department of Chemistry for grant of Child Care Leave w.e.f. 9.2.2015 to 28.2.2015 for helping her child for preparation of Board Examination was considered and approved.
11. **Appointment of SC/ST Liaison Officer** : It was brought to the notice of the House by the Member Secretary that Dr. Mahaveer, Assistant Professor in Chemistry was appointed as SC/ST Liaison Officer on 12.2.2010. It is about to be five years and no other SC/ST candidate has got an opportunity to work as Liaison Officer. After due deliberations, the Governing Body resolved to appoint SC/ST Liaison Officer on the basis of seniority amongst the remaining SC/ST candidates for a specific term of two years w.e.f. 1.1.2015.

With the permission of the Chair the following additional items were taken up :

12. **Interest to P.F. Subscribers** : Disbursement of interest @ 8.7% for the year 2013-14 to the Provident Fund (G.P.F./C.P.F.) subscribers as recommended by the Provident Fund Committee in its meeting held on 26.11.2014 was approved.
13. **Letter from SC/ST Liaison Officer** : The Chairman placed before the House a letter written by Dr. Mahaveer, Assistant Professor in Chemistry and SC/ST Liaison Officer in the college containing the issue pertaining to college roster for teaching and non-teaching staff particularly as to why the roster has been prepared for 106 Posts instead of 122 posts, which are sanctioned by Govt. of NCT of Delhi.

It was clarified by the Member Secretary that there have been frequent changes in the course curriculum because of which the workload of different departments keeps fluctuating in different semesters. Moreover, due to introduction of FYUP the students had a wide choice of DC-II and Applied courses and it was not possible to predict the exact workload of various departments. Hence, the workload which each department could sustain, despite flexibility to students was evaluated and accordingly, it was decided to advertise 30 posts as per resolution No. 24 of the Governing Body meeting held on 22.6.2013. Members were apprised of the fact that even now there is fluctuation in workload of various departments from semester to semester. Moreover, the University Grants Commission (UGC), has directed every University to introduce credit based curriculum, in all courses from session 2015-16 which implies that there may again be a change in department-wise workload. The Governing Body agreed with the above justification and resolved that the remaining 16 sanctioned posts and the additional posts, if arise in future, shall be filled up after the workload stabilizes and roster be expanded beyond 106 point at that time.

14. **Child Care Leave to Dr. Ravinder Kaur** : (Ref.: Res. No. 39 dated 21.10.2014, deferred item) It was reported by the Member Secretary that as per Res. No. 21 dated 21.10.2014 a letter was written to the Dean of Colleges, University of Delhi seeking clarification on the issue of appointment of substitute in case of Child Care Leave. Since no reply has been received from the University of Delhi till date, the Governing Body after due deliberations resolved to grant Child Care Leave to Dr. Ravinder Kaur for the period from 5.1.2015 to 31.3.2015 (the probable last date of Board Examination). It was also resolved to permit appointment of a Guest Faculty against the same.

15. **Child Care Leave to Dr. Shalini Bhatia** : (Ref.: Res. No. 40 dated 21.10.2014, deferred item) It was reported by the Member Secretary that as per Res. No. 21 dated 21.10.2014 a letter was written to the Dean of Colleges, University of Delhi seeking clarification on the issue of appointment of substitute in case of Child Care Leave. Since no reply has been received from the University of Delhi till date, the Governing Body after due deliberations resolved to grant Child Care Leave to Dr. Shalini Bhatia for the period from 5.1.2015 to 31.3.2015 (the probable last date of Board Examination). It was also resolved to permit appointment of a Guest Faculty against the same.

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

sd/-

**CHAIRMAN,
GOVERNING BODY**

sd/-

PRINCIPAL & MEMBER SECRETARY