



**SHAHEED SUKHDEV COLLEGE OF BUSINESS STUDIES
(UNIVERSITY OF DELHI)
VIVEK VIHAR, PHASE-II, DELHI – 110 095**

Minutes of the meeting of Governing Body of the college held on **September 03, 2015 (Thursday)** at **04:00 PM** in the college premises (Conference Room).

Following members attended the meeting:

1. Mr. Pankaj Vohra – Chairman.
2. Mr. Harinder Singh – Treasurer.
3. Dr. O.M. Aggarwal – Member.
4. Mr. G.L. Verma – Member.
5. Prof. Brajesh Choudhary, University Representative.
6. Dr. Tarannum Ahmad, Teacher Representative.
7. Dr. Kumar Bijoy, Teacher Representative.
8. Mr. Rajinder Singh, Non-Teaching Staff Representative (Special Invitee).
9. Dr. Poonam Verma, Principal/Member Secretary.

Prof. S.L. Malik, Mr. Sharad Vatsyayana and Mr. Ashok Upadhyay had expressed their inability to attend the meeting due to some prior commitments.

At the outset, the Chairman welcomed all the new members of the Governing Body.

Items (Office & Accounts)

- (1) To appoint the members of the Finance Committee.

The Governing Body discussed the constitution of the Finance Committee and resolved that the following will be the members of the Finance Committee of the college:

1. **Mr. Harinder Singh – Treasurer**
2. **Dr. O.M. Aggarwal – Member, G.B.**
3. **Dr. Kumar Bijoy – Teacher Representative, G.B.**
4. **Dr. Ajay Jaiswal – Bursar**
5. **Mr. Ajitabh Saxena – S.O. (Accounts)**

The G.B. further resolved that the Finance Committee will have the power to sanction amount upto rupees five lakh only.

- (2) To appoint the members of the Provident Fund (PF) Committee to approve investments and/or loan/withdrawals from Provident Fund Account of the college as per Ordinance XVIII (10) of the Calendar, University of Delhi.
- (3) To report for approval the nomination the following employees as representatives of teaching and non-teaching staff for the Provident Fund Committee for a period of two years w.e.f 17/07/2015:

S.No.	Name	Designation
1	Dr. H.K. Porwal	Associate Professor
2	Dr. Tribhuwan Kumar	Professional Assistant (Library)

Resolution Item no. 2 & 3: The Governing Body unanimously nominated the following members for Provident Fund (PF) Committee:

- a) *Mr. Harinder Singh, Treasurer.*
b) *Dr. O.M. Aggarwal – Member, G.B.*
c) *Dr. H.K. Porwal, Associate Professor, SSCBS (Elected from Teaching Staff)*
d) *Dr. Tribhuwan Kumar, Professional Assistant, SSCBS (Elected from Non-teaching staff)*

- (4) To consider and approve the air-conditioning & other infrastructural requirement in the new under construction building which are not provided in the sanctioned budget heads of the Government for building construction, out of the APC fund.

The Governing Body was firmly of the view that the air conditioning and other requirement must be provided, and further requested the Treasurer to make special efforts to pursue with the Govt. of NCT of Delhi to get speedy sanction.

The Governing Body also resolved that the duly constituted Finance Committee shall visit the new under construction building at Rohini and submit its recommendations as per infrastructural requirement / development in consultation with the PWD and the matter be then reported to the GB.

- (5) To consider and approve purchase of new software having modules pertain to admission, accounts, payroll, etc., as per General Financial Rules (GFR), from APC fund of the college.

The Governing Body approved the purchasing of new software, out of the APC Fund, for the use of the college Administration and Accounts section as per their requirement and the purchasing may be done as per General Financial Rules (GFR).

- (6) To consider and approve the proposal received from three faculty members for starting a short term duration (less than six months) course titled "Integrated Financial Modelling and Financial Econometrics" in collaboration with BSE Institute Limited (details as per **Annexure – I**)

After detailed deliberations and considering the demand of this course which would be helpful in increasing the knowledge base and employability of the students, the Governing Body approved the starting of this new course and accompanying budget, initially for two admission cycles/sessions only and then to be reviewed by the Governing Body.

- (7) To consider and approve the recommendations of the Library Committee for purchasing of books from the previous year vendors for supply books in the college library on the same terms & conditions of Delhi University Library System till the renewal of vendors for 2015-16 is finalized in the University system and also suggested that in future, if the same situation arises, the same practice, may be followed.

The Governing Body approved the recommendations of the Library Committee for purchasing of books from the previous year vendors keeping in mind the interest of the students' community till the renewal of vendors list by the University. It was further resolved that in case the same situation arises in future, the same practice can be followed.

- (8) To consider & approve the recommendation / guidelines given by the committee, duly constituted by Governing Body, for rules regarding attending/presenting papers by faculty members in Seminars/Workshops/Symposia/etc. (details as per **Annexure – II**)

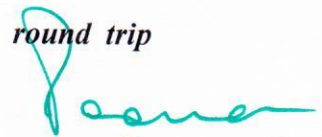
The recommendations as per Annexure-II were approved with the following two amendments:

- 1. The re-imburement of the registration fees be done as per the University of Delhi rules.*
- 2. Even the adhoc/temporary teachers be paid the round trip economy fare for presentation of papers.*



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CHAIRMAN, GOVERNING BODY
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डॉ. पूनम वर्मा/Dr. Poonam Verma
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The Governing Body further constituted a Committee having following members for consideration of merit for attending/presenting papers by teaching/non-teaching staff in Seminars/Workshops/Conference etc. to be attended by faculty/non-teaching staff:

- 1) *Principal.*
- 2) *One Teacher Representative on the Governing Body (More than 10 years category).*
- 3) *Teacher-in-charge of the concerned Department/ Administrative Officer (if the matter pertains to non-teaching staff)*


It was resolved that in case the matter pertains to one of the members on the Committee, then the Principal may nominate another senior teacher in his/her place.

- (9) To consider the request received from Mr. Narender Kumar Nigam, Assistant Professor for granting the aid for participation in 11th Annual Conference of Asia-Pacific Association of Derivatives (APAD) in Busan, Lorea on August 24-25, 2015.
- (10) To consider the request received from Dr. Neetu Yadav, Assistant Professor for granting the financial assistance of Rs.36,311/- for presentation a paper in the IIM Shillong International Conference on Sustainability-SUSCON IV held during 11-13 March 2015, organized by Rajiv Gandhi Indian Institute of Management, Shillong.
- (11) To consider the request received from Dr. Amrina Kausar, Assistant Professor for granting the aid of Rs.2500/- for presenting a paper in National Conference on recent Trends and Developments in Statistics held on 21-23 February, 2015 at Department of Statistics, M.D. University Rohtak.

Resolution for Item no. 9 to 11: Approved and resolved that reimbursement be done as per resolution passed by the Governing Body in its meeting held in 11th October, 2008 & 25th May, 2009.

- (12) To consider and approve to publish the advertisement for the following posts in the national dailies & employment newspapers at DAVP rates:
 - a) Placement Officer (1 Post)
 - b) Sr. Technical Assistant (2 Posts)
 - c) Junior Assistant (3 Posts)
 - d) MTS (1 Post)

The Governing Body approved the releasing of advertisement for all the posts except for the post of Placement Officer to which it was resolved that the same be advertised after obtaining / finalization of its recruitment rules from UGC / Delhi University.


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- (13) To consider and approve the reply of the Audit Report of the Directorate of Audit, Examiner Local Fund Accounts, Government of NCT of Delhi for the year 2012-13 and the Principal Accountant General (Audit), AGCR for the period 01.04.2008 to 31.03.2014.

Approved

- (14) To consider and approve the proposal of the Library Committee for condemnation of old photocopier machine (Xerox WC5645) as per suggestion & report submitted by the Engineer of M/s Xerox and purchasing a new photocopier machine (WC-5024 / WC-5325 / WC-5330) with buy – back offer from M/s Xerox or by tendering.

Approved as per GFR.

- (15) To consider and approve local conveyance rates for auto-rickshaw and taxi as per the guidelines of Transport Department, Government of Delhi with further revision of rates time to time as per notifications received from the Govt. of Delhi.

The Governing Body resolved that the college may follow the fares / rates for conveyance as per the guidelines of the Transport Department of Government of NCT of Delhi.

- (16) To report for approval the action of the Principal for appointing the following Guest Faculty (period basis) for the semester based on the recommendations of the TIC of the respective departments:

S. No.	Name	Period
B. TECH (COMPUTER SCIENCE) & B.SC (H) COMPUTER SCIENCE		
1.	Mr. Manoj Giri	w.e.f. 21/07/2015 to 12/11/2015 (end of the semester)
2.	Mr. Dhanpal	w.e.f. 21/07/2015 to 12/11/2015 (end of the semester)
3.	Mr. Rajeev Ranjan Singh	w.e.f. 21/07/2015 to 12/11/2015 (end of the semester)
4.	Dr. Shishir Jha	w.e.f. 21/07/2015 to 12/11/2015 (end of the semester)
5.	Mr. Nikhil Rajput	w.e.f. 22/07/2015 to 12/11/2015 (end of the semester)
6.	Mr. Arvind	w.e.f. 22/07/2015 to 12/11/2015 (end of the semester)
7.	Ms. Rini	w.e.f. 22/07/2015 to 12/11/2015 (end of the semester)
8.	Ms. Sugandha Gupta	w.e.f. 22/07/2015 to 12/11/2015 (end of the semester)
9.	Ms. Priyanka Gupta	w.e.f. 23/07/2015 to 12/11/2015 (end of the semester)

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10.	Mr. Aditya Pancholi	w.e.f. 23/07/2015 to 12/11/2015 (end of the semester)
11.	Dr. Manoj Aggarwal	w.e.f. 23/07/2015 to 12/11/2015 (end of the semester)
12.	Dr. Chaman Kumar	w.e.f. 31/07/2015 to 12/11/2015 (end of the semester)
13.	Mr. Ashish Kumar Jha	w.e.f. 03/08/2015 to 12/11/2015 (end of the semester)
14.	Ms. Jhankar	w.e.f. 06/08/2015 to 12/11/2015 (end of the semester)
15.	Ms. Barkhashree	w.e.f. 06/08/2015 to 12/11/2015 (end of the semester)
16.	Ms. Poonam	w.e.f. 10/08/2015 to 12/11/2015 (end of the semester)
BMS, BBS AND BFIA		
1.	Mr. Rishi Mehra	w.e.f. 06/04/2015 to 25/04/2015 (end of the semester)
2.	Mr. Prashant Kumar	w.e.f. 06/08/2015 to 12/11/2015 (end of the semester)
3.	Mr. Himanshu Mishra	w.e.f. 06/08/2015 to 12/11/2015 (end of the semester)

Noted and Approved. These appointments were done as per University of Delhi rules.

- (17) To report the resignation tendered by Dr. Neetu Yadav from the post of Assistant Professor in the Department of Management Studies.

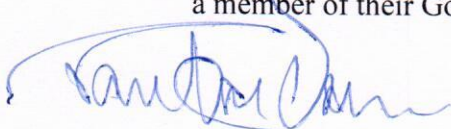
The Governing Body approved the resignation of Dr. Neetu Yadav, Assistant Prof. with the condition that she will serve three months' notice period as per University of Delhi rules w.e.f. the date of her resignation i.e. 17th August, 2015 till 16th November, 2015.

- (18) To Consider and approve, Dr. Poonam Verma, Principal, to attend 1st Short-Term Programme in Principal's Workshop to be held from 12th October to 16th October, 2015 organized by UGC-HRDC, JNU and payment of registration fees.

Approved

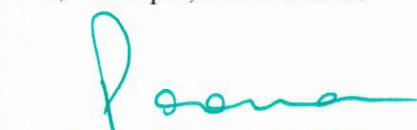
- (19) To Consider and approve the request received from Chairman, Jagannath International Management School (JIMS), Kalkaji requesting Dr. Poonam Verma, Principal, SSCBS to be a member of their Governing Body.

Approved



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- (20) To consider the request received from Mr. Onkar Singh, Assistant Professor for grant of admissible advance increments for having M.Phil. (Computer Science) degree at the entry level as per DU rules.

Approved as per University of Delhi rules.

- (21) To consider the request of Ms. Shalini Prakash, Associate Professor, Department of Management Studies for granting Child Care Leave w.e.f. 1st January, 2016 to 15th January, 2017.

Approved and resolved that a guest faculty may be appointed against the leave vacancy of Ms. Shalini Prakash.

- (22) To consider and approve the appointment of Ms. Champa Negi as Junior Assistant on contractual basis for a period of six months on a consolidated salary of Rs.15,800/- w.e.f. 29th September, 2015 after giving one working day's break.

Approved

ANY OTHER MATTER WITH THE PERMISSION OF THE CHAIR:

1. *With the permission of the Chair the constitution of the Purchase Committee was also discussed and it was resolved that Mr. G.L. Verma, Member, GB shall be nominated as a member of the Purchase Committee.*

GB further resolved that as per GFR, purchases for rupees one lakh and above only shall be forwarded to the Purchase Committee.

2. *The Principal/Member Secretary raised the matter of CDC collecting Rs. 1000/- from students for Placements which was pending from last meetings. The Governing Body requested the following three members to look into the matter and apprise them in its next meeting to be held on 30th Sep, 2015:*

1. *Mr. Harinder Singh, Treasurer.*
2. *Mr. O.M. Aggarwal, Member.*
3. *Mr. G.L. Verma, Member.*

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

(Pankaj Vohra)
Chairman, GB

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(Poonam Verma)
Member Secretary, GB

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