



**SHAHEED SUKHDEV COLLEGE OF BUSINESS STUDIES  
(UNIVERSITY OF DELHI)**

Minutes for the meeting of the Governing Body held on **April 18, 2017 (Tuesday)** at **09:30 AM** in the college premises.

Following members attended the meeting:

1. Prof. Anil Rai, University Representative.
2. Prof. Pankaj Sinha, University Representative.
3. Dr. Rohini Singh, Teacher Representative.
4. Dr. Rishi Rajan Sahay, Teacher Representative.
5. Mr. Imtiaz Ahmad – Member, Non-Teaching Staff Representative (Special Invitee).
6. Dr. Poonam Verma – Principal/Member Secretary.

At the outset, Principal/Member Secretary introduced Prof. Pankaj Sinha, University Representative, Dr. Rohini Singh & Dr. Rishi Rajan Sahay, Teacher Representatives (new members) to the Governing Body. The other members welcomed them to the Governing Body.

- 1) To appoint the Chairman and nominate the Treasurer for truncated Governing Body.

*Prof. Pankaj Sinha, University Representative proposed the name of Prof. Anil Rai, University Representative to be appointed as Chairman of the Governing Body. All the other members unanimously agreed on the same. Prof. Anil Rai was appointed as Chairman of the Governing Body.*

*Prof. Anil Rai, Chairman, GB nominated Prof. Pankaj Sinha to be the Treasurer of the college.*

*The Chairman appreciated the contribution of the previous Governing Body members for their good work for the college.*

- 2) To confirm the minutes of the Governing Body meeting held on **June 7, 2016** as approved by circulation to members.

अध्यक्ष, प्रबन्ध समिति

CHAIRMAN, GOVERNING BODY

शहीद सुखदेव कॉलेज ऑफ बिजनेस स्टडीज  
SHAHEED SUKHDEV COLLEGE OF BUSINESS STUDIES

*Minutes were confirmed*

डॉ. पूनम वर्मा/Dr. Poonam Verma

सदस्य सचिव, प्रबन्ध समिति

Member Secretary, Governing Body

शहीद सुखदेव कॉलेज ऑफ बिजनेस स्टडीज  
SHAHEED SUKHDEV COLLEGE OF BUSINESS STUDIES

- 3) Report of the “Action Taken” on the minutes of Governing Body meeting held on 07/06/2016.

<u>RESOLUTION</u>	<u>ACTION TAKEN</u>
<u>Item No. 1 to 9</u>	Matter of record
<u>Item No. 10 to 17 (Reporting Items Office)</u>	Matter of record
<u>Item No. 18 (Items Accounts)</u>	Matter of record
<u>Item No. 19</u> Purchasing of 21 Licenses of Microsoft Office, 2 Scanners and 1 Computer with Laser printer	21 License of Microsoft Office, 1 scanner and 1 Computer have been purchased
<u>Item No. 20</u> Opening of Salary Accounts of Staff members in State Bank of India, Vivek Vihar Branch	Accounts have been opened and operational
<u>Item No. 21</u>	Matter of record
<u>Item No. 22 to 26 (Reporting Items Accounts)</u>	Matter of record
<u>SUPPLEMENTARY AGENDA</u>	
<u>Item No. 1 to 7</u>	Matter of record
<u>Item No. 8</u> Purchasing of 02 number of Windows-10 operating system	Items have been purchased
<u>Item No. 9 to 11</u>	Matter of record

*Resolved that “Action Taken” on the Minutes of the Governing Body meeting dt. 07<sup>th</sup> June, 2016 be recorded.*

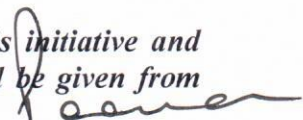
ITEMS (OFFICE)

- 4) To consider and accept an offer of corpus of Rs.1.50 lakh, for instituting an award in the name of “Vanishree Award” out of its annual yield in the form of books to the best girl student belonging to constitutionally reserved category of the final year, received from Mr. Ram Prakash, 212, Sukhdev Vihar, New Delhi-110025.

  
अध्यक्ष, प्रबन्ध समिति

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*The Governing Body appreciated and approved this initiative and the recommendation by the donor. This award will be given from the year 2018 onwards.*

  
डॉ. पूनम वर्मा/Dr. Poonam Verma  
सदस्य सचिव, प्रबन्ध समिति  
Member Secretary, Governing Body  
शाहीद सुखदेव कॉलेज ऑफ बिजनेस स्टडीज़



- 5) To seek approval of the recommendations of the Library Committee for written off the following books as these have been found damaged / unusable condition in the physical stock verification of library books for the year 2015-16:

S.No.	Acc. No.	Author	Title	Cost of Book (Rs.)
1	453	Koutsoyiannis, A.	Modern microeconomics	95.98
2	621	Koontz, H.	Essentials of management	78.65
3	1537	Grewal, S.P.	Introduction to accountancy	50.00
4	1542	Gupta, S.P.	Business Statistics	60.00
5	3148	Sheldon, S.	Other side of midnight	50.00
6	3718	Tanenbaum, A.S.	Computer Networks	110.00
7	3979	Maheshwari, S.N.	Cost Accounting	95.00
8	4689	Monga, J.R.	Topics in financial accounting	60.00
<b>Total</b>				<b>599.63</b>

*Approved*

- 6) To seek approval of the recommendations of the Library Committee for written off the following books as these have been found missing in the physical stock verification of library books for the year 2015-16 as per the UGC guidelines:

S. No.	Acc. No.	Author	Title	Cost of Book
1	4333	Byham, William C.	Zapp	332.00
2	4490	Vohra, N.D	Quantitative techniques in management	126.00
3	11879	Davidson, Andrew	Smart luck and the seven other qualities of great entrepreneurs	250.00
4	13039	Ahuja, H.L.	Macroeconomics	265.00
5	16127	Ghosh, Atanu	Strategies for growth	299.00
6	16237	Fosback, Norman G.	Stock market logic	295.00
7	17043	Jalil, Rakhshanda	Best of Premchand	250.00
8	17154	Bhagat, Chetan	Revolution 2020	140.00
9	17823	Ries, Al	Marketing warfare	325.00
10	19163	Froyen, Richard T.	Macroeconomics	680.00
11	19289	Kuchhal, M.C.	Modern indian company law	320.00
12	19302	Gupta, L.C	Indian households investment preferences	360.00
13	19330	Crane, Andrew	Business ethics	521.00
14	19332	Crane, Andrew	Business ethics	521.00
15	19462	Agrawal, Miki	Do cool shit	399.00
16	19472	Gilbert, Sara	Story of McDonalds	135.00
17	19473	Bodden, Valerie	Story of coca cola	135.00
18	19474	Bodden, Valerie	Story of Disney	135.00

*[Signature]*  
अध्यक्ष, प्रबन्ध समिति

*[Signature]*  
डॉ. पूनम वर्मा/Dr. Poonam Verma  
सदस्य सचिव, प्रबन्ध समिति

19	17475	Gilbert, Sara	Story of twitter	135.00
20	19512	Kazmi, Azhar	Strategic management	585.00
21	19732	Pindyck, Robert S.	Microeconomics	730.00
			<b>Total</b>	<b>6938.00</b>

Total number of issue of books during 2015-2016 = 17541

Loss permitted one book for 500 issues as per UGC letter no. UGC 1.31-5/70 (GU-II) dated 16/03/1971.

*Approved*

- 7) To consider and approve the extension of contract of M/s Laxmi Technologies for providing the photocopier services on Canon machine (Model No. IR 2870) against the AMC of Xerox photocopy machine (Model No.5645) for a period of one year w.e.f. 01/05/2017 to 30/04/2018 on the same terms & conditions as per the recommendations of the Library Committee.

*Approved*

- 8) To approve the extension of contract of M/s Alps Security Services, who is providing security services to the college, beyond 30/06/2016 for a period of one year or till the shifting of college in the new campus, on the same terms and conditions based on the recommendations of the Administrative Officer.

*Approved*

- 9) To approve the extension of contract of M/s Green Bell Pvt. Ltd., who is providing canteen services to the college, beyond 08/11/2016 for a period of six months or till the shifting of college in the new campus, on the same terms and conditions based on the recommendations of the Canteen Committee.

*Approved*

- 10) To approve the extension of contract term with Mr. Kuldeep Bhandari for running the Photostat shop inside the college premises on the same terms and conditions retrospectively for the period 01/01/2017 to 30/06/2017 or till the shifting of college in the new campus, based on the recommendations of the Administrative Officer.

*Approved*

- 11) To consider and approve the appointment of Ms. Sunita as Safai Karamchari on daily wage basis w.e.f. 01/12/2016 based on the recommendations of the Administrative Officer.

*Approved*



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CHAIRMAN, GOVERNING BODY  
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SHAHEED SUKHDEV COLLEGE OF BUSINESS STUDIES  
(दिल्ली विश्वविद्यालय / University of Delhi)



डॉ. पूनम वर्मा/Dr. Poonam Verma  
सदस्य सचिव, प्रबन्ध समिति  
Member Secretary, Governing Body  
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- 12) To consider and approve the appointment of the following teaching staff as Assistant Professors on ad-hoc basis in the department of Management Studies / Computer Science w.e.f. dates mentioned against their names as per the recommendations of the Teacher-in-charges.

S. No.	Name	Designation	Date of Appointment
1	Dr. Gurjeet Kaur	Assistant Professor	November 22, 2016 to March 21, 2017 & March 23, 2017 to May 19, 2017
2	Ms. Priyanka Gupta	Assistant Professor	November 22, 2016 & March 21, 2017 & From March 23, 2017 to May 19, 2017
3	Ms. Ashima Arora	Assistant Professor	August 26, 2016 to December 25, 2016 & December 27, 2016 to April 26, 2017
4	Ms. Anusha Goel	Assistant Professor	January 2, 2017 to May 1, 2017

*Approved*

- 13) To consider and approve the extension of the term of Dr. Ajay Jaiswal, Assistant Professor as Bursar for one more year w.e.f. 17<sup>th</sup> December, 2016.

*Approved*

- 14) To consider the request received from the Administrative Officer to appoint Mr. S.Q. Abbas, Sr. Assistant on contractual basis for a period of six months w.e.f. 03<sup>rd</sup> February, 2017 on consolidated salary of Rs. 29,360/- p.m. as per the University of Delhi rules.

*Approved*

- 15) To consider and approve the appointment of the following employees on purely contractual basis for a period of six months with one day break from the date(s) as mentioned against their names:

S. No	Name	Designation	Date of Re-appointment
1	Mr. Varun Kumar Kushwaha	System & Network Administrator	December 6, 2016
2	Ms. Manisha Nayyar	Placement Officer	January 3, 2017
3	Mr. Ravinder Kumar	Junior Assistant	January 5, 2017
4	Mr. Sunny	Lab. Attendant	January 9, 2017
5	Mr. Deepak Kumar Patel	Lab. Attendant	January 9, 2017
6	Mr. Uttam Singh	Junior Assistant	January 10, 2017 to March 27, 2017 (Left)
7	Ms. Champa Negi	Junior Assistant	April 6, 2017
8	Ms. Bharti Mishra	Library Assistant	April 6, 2017
9	Ms. Laxmi Singh	Junior Assistant	April 6, 2017
10	Mr. Varun Bhardwaj	MTS (Office Attend.)	April 6, 2017

*Approved*

- 16) To consider and approve the earned leave to be sanctioned to Dr. Poonam Verma, Principal for attending duties during vacation / holidays at 1:3 ratio (Maximum 18 days) as per the University of Delhi rules and as per the details given below:

<u>Year</u>	<u>No. of Days attended Duty</u>	<u>Earned Leave Sanctioned</u>
2010	48 Days	16 Days
2011	58 Days	18 Days
2012	45 Days	15 Days
2013	48 Days	16 Days
2014	40 Days	13 Days
2015	40 Days	13 Days
2016	36 Days	12 Days

*Approved*

- 17) To consider and approve the request of Ms. Shikha Gupta, Assistant Professor, Department of Computer Science for granting the Child Care Leave from 24<sup>th</sup> July 2017 to 24<sup>th</sup> January 2019 (550 days) and to appoint a faculty on guest (period basis) / ad-hoc basis against this leave vacancy.

*The Governing Body discussed the matter and it was resolved that Child Care Leave be granted to Ms. Shikha Gupta for a period of one year w.e.f. the date of her proceeding on leave and a faculty be appointed in her place against the leave vacancy on guest/adhoc basis.*

- 18) To consider and approve the publishing advertisement for the following posts on regular basis in the national dailies & employment newspaper at DAVP rates:

- Placement Officer (01)
- Programmer (01)
- Senior Technical Assistant (Computer) (02)
- Junior Assistant/ Junior Assistant-cum-caretaker (03)
- Driver (01)

*Approved*

- 19) To nominate one member of the Governing Body for constituting a Departmental Promotion Committee (DPC) for promotion of Library Assistant to the post of Semi Professional Assistant in the library.

*The Governing Body unanimously nominated Prof. Pankaj Sinha to be a member of the Departmental Promotion Committee for promotion to the post of Semi Professional Assistant.*

- 20) To approve the conducting of Limited Departmental Examination for the post of Senior Assistant.

*Approved*



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- 21) To consider and approve the handing over the furniture & fixtures to the Delhi Technological University (DTU) for constituting its East Delhi Campus in the existing building of the college. **(Annexure – I)**

*Approved*

- 22) To consider and approve for tendering and hiring the following services for the new campus of the college at K.N. Katju Marg, Sector-16, Rohini, Delhi-110089:
- Security Services
  - Housekeeping Services
  - Mess / Canteen Services

*The Governing Body discussed the matter and it was resolved that tendering/e-tendering process be initiated at the earliest.*

- 23) To consider and approve the condemnation of the furniture of the college which is irreparable and not usable as per the General Financial Rules (GFR) in the existing building.

*The matter was deferred to be taken up in the next Governing Body meeting.*

- 24) To consider and approve the recommendations of the committee constituted to celebrate the 30 years of establishment of the college on 3<sup>rd</sup> August 2017. **(Annexure – II)**

*The matter was deferred to be taken up in the next Governing Body meeting.*

**Reporting items (Office)**

- 25) To report for approval for granting the annual increments to all teaching and non-teaching staff members w.e.f. 01/07/2016. **(Annexure – III)**

*Noted and approved*

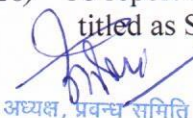
- 26) To report that the stock verification of college store (consumable & non-consumable) was conducted for the year 2015-16 and found nothing lost.

*Noted and approved*

- 27) To report for approval the shifting of the college to its new campus at Sector-16, Rohini, Delhi-110089 after the current annual semester examination May 2017. **(Annexure – IV)**

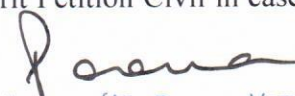
*Noted and approved*

- 28) To report for approval for engaging the empaneled Solicitor in the Writ Petition Civil in case titled as Sanjay Kumar Goyal & Ors. Vs Union of India & Ors.

  
अध्यक्ष, प्रबन्ध समिति

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*Noted and approved*

  
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- 29) To report for approval the allotment of two staff quarters (out of four) to the non-teaching employees for essential services at first floor at new campus, Sector-16, Rohini, Mr. Tulsi Ram Sharma, Lab Attendant and Mr. Tapan Mandal, Office Attendant (Store In-charge). The other two staff quarters have been kept on hold for the other essential services (staff) for the college such as Driver and Care Taker.

*The Governing Body resolved that a Committee comprising of the following members be constituted for the allotment of the non-teaching Staff Quarters at the new campus Rohini and the recommendations be send by an email to all the Governing Body members for their consideration.*

1. *Principal*
2. *Bursar*
3. *Administrative Officer*

- 30) To report for approval the superannuation of Ms. Bimlesh Sharma, Semi Professional Assistant (Library) w.e.f. 30/06/2016 and payment of balance retirement benefits as per revised rules of the University of Delhi and revision of DA.

*Noted and approved*

- 31) To report for approval the superannuation of Mr. S.Q. Abbas, Sr. Assistant w.e.f. 31/07/2016 and payment of following retirement benefits to him:

1. Commutation of Pension	: Rs. 4,97,737.00
2. Service gratuity	: Rs. 8,87,075.00
3. Leave Encashment	: Rs. 5,69,480.00

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G. Total : Rs.19,54,292.00  
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Pension : Rs. 12,655/- p.m. as per University of Delhi letter bearing no. Fin./Pen. Cell/F- No.-67/2016/ 116 dated 29, July 2016

*Noted and approved*


- 32) To report for approval the superannuation of Mr. Jagdev Singh, Gestetner Operator w.e.f. 31/10/2016 and payment of following retirement benefits to him:

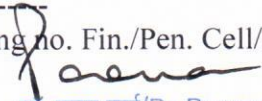
1. Commutation of Pension	: Rs. 2,91,248.00
2. Retirement Gratuity	: Rs. 5,19,070.00
3. Leave Encashment	: Rs. 2,73,804.00

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G. Total : Rs.10,84,122.00  
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Pension : Rs.7,405/- p.m. as per University of Delhi letter bearing no. Fin./Pen. Cell/F- No.-67/2016/ 656 dated 20, September 2016.

*Noted and approved*

  
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- 33) To approve the action of the Chairman for appointing the following non-teaching staff members on purely contractual basis for a period of six months w.e.f. the dates mentioned against their names:

S. No.	Name	Designation	Date of Appointment
1	Mr. Hemender Kumar Sharma	Sr. Technical Assistant	July 13, 2016
2	Mr. Uttam Singh	Junior Assistant	July 6, 2016
3	Mr. Sunny	Lab. Attendant	July 6, 2016
4	Mr. Deepak Kumar Patel	Lab. Attendant	July 6, 2016
5	Ms. Champa Negi	Junior Assistant	October 4, 2016
6	Ms. Bharti Mishra	Library Assistant	October 5, 2016
7	Ms. Laxmi Singh	Junior Assistant	October 5, 2016
8	Mr. Varun Bhardwaj	MTS (Office Attend.)	October 5, 2016

*Noted and approved*

- 34) To report for approval the action of the Chairman for appointing the following teaching staff as Assistant Professors on ad-hoc basis in the department of Management Studies w.e.f. dates mentioned against their names through a walk-in-interview held on 18/07/2016.

S. No.	Name	Designation	Date of Appointment
1	Dr. Gurjeet Kaur	Assistant Professor	July 20, 2016 to November 19, 2016
2	Mr. Prateek Bedi	Assistant Professor	July 20, 2016 to November 19, 2016
3	Ms. Sakshi Sharma	Assistant Professor	August 8, 2016 to August 21, 2016 (Left)

*Noted and approved*

- 35) To report for approval the action of the Chairman for appointing Ms. Priyanka Gupta, as Assistant Professor on ad-hoc basis in the Department of Computer Science w.e.f. 20/07/2016 for a period of four months through a walk-in-interview held on 18/07/2016.

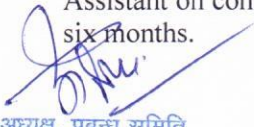
*Noted and approved*

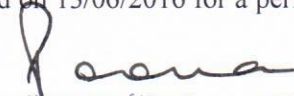
- 36) To report for approval the action of the Chairman for appointing of Ms. Manisha Nayyar, as Placement Officer on contractual basis w.e.f. 01/07/2016 through a walk-in-interview held on 28/06/2016.

*Noted and approved*

- 37) To report for approval the action of the Chairman for appointing Mr. Ravinder Kumar as Junior Assistant on contractual basis w.e.f. 04/07/2016 through a skill test held on 13/06/2016 for a period of six months.

*Noted and approved*

  
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- 38) To report for approval the action of the Chairman for **re-fixation the consolidated salary of Mr. S.Q. Abbas after retirement, at Rs.28,474/- p.m. instead of Rs.19,800/-** as approved in the last Governing Body meeting held on June 7, 2016 for appointment on contractual basis w.e.f. 02/08/2016 as Sr. Assistant for a period of six months.


*Noted and approved*

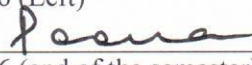
- 39) To report for approval the action of the Chairman for appointing Mr. Ravindra Kumar as Driver on contractual basis w.e.f. 08/09/2016 for a period of six months.

*Noted and approved*

- 40) To report for approval the action of the Principal for appointing the following Guest Faculty (**period basis**) for the semester (I, III & V) based on the recommendations of the TIC of the respective departments:

S. No.	Name	Period
<b>B. TECH (COMPUTER SCIENCE) &amp; B.SC (H) COMPUTER SCIENCE</b>		
1	Mr. Nikhil Rajput	w.e.f. 20/07/2016 to 11/11/2016 (end of the semester)
2	Dr. Manoj Aggarwal	w.e.f. 20/07/2016 to 11/11/2016 (end of the semester)
3	Mr. Umesh Kumar	w.e.f. 20/07/2016 to 11/11/2016 (end of the semester)
4	Ms. Barkhashree	w.e.f. 20/07/2016 to 11/11/2016 (end of the semester)
5	Ms. Sugandha Gupta	w.e.f. 20/07/2016 to 11/11/2016 (end of the semester)
6	Ms. Asha Yadav	w.e.f. 20/07/2016 to 11/11/2016 (end of the semester)
7	Mr. Navin Kumar Sehgal	w.e.f. 20/07/2016 to 11/11/2016 (end of the semester)
8	Mr. Rajiv Ranjan Singh	w.e.f. 20/07/2016 to 11/11/2016 (end of the semester)
9	Ms. Hunny Gaur	w.e.f. 20/07/2016 to 11/11/2016 (end of the semester)
10	Mr. Prem Prakash	w.e.f. 20/07/2016 to 11/11/2016 (end of the semester)
11	Ms. Vijaya Goel	w.e.f. 25/07/2016 to 11/11/2016 (end of the semester)
12	Ms. Priyal Jain	w.e.f. 25/07/2016 to 17/08/2016 (Left)
13	Ms. Sangeeta Mokhria	w.e.f. 25/07/2016 to 04/08/2016 (Left)
14	Ms. Amandeep Kaur	w.e.f. 25/07/2016 to 04/08/2016 (Left)
15	Mr. Chandan Kumar	w.e.f. 25/07/2016 to 11/11/2016 (end of the semester)
16	Mr. Ashish Kumar Jha	w.e.f. 25/07/2016 to 11/11/2016 (end of the semester)
17	Ms. Minni Jain	w.e.f. 25/07/2016 to 11/11/2016 (end of the semester)
18	Ms. Isha Mangal	w.e.f. 25/07/2016 to 11/11/2016 (end of the semester)
19	Ms. Pooja Pal	w.e.f. 25/07/2016 to 06/09/2016 (Left)
20	Ms. Latika Gupta	w.e.f. 25/07/2016 to 11/11/2016 (end of the semester)
21	Mr. Sumit Kumar	w.e.f. 25/07/2016 to 11/11/2016 (end of the semester)
22	Ms. Rajni Gautam	w.e.f. 25/07/2016 to 02/08/2016 (Left)
23	Mr. Mahender Kumar	w.e.f. 01/08/2016 to 11/11/2016 (end of the semester)
24	Mr. Hemant Kumar	w.e.f. 01/08/2016 to 11/11/2016 (end of the semester)
25	Ms. Megha Sharma	w.e.f. 16/08/2016 to 11/11/2016 (end of the semester)
26	Mr. Ajay Kumar Vishwakarma	w.e.f. 16/08/2016 to 31/08/2016 (Left)
	Mr. Santosh Kumar	w.e.f. 16/08/2016 to 11/11/2016 (end of the semester)

  
अध्यक्ष, प्रबन्ध समिति  
CHAIRMAN, GOVERNING BODY

  
सदस्य सचिव, प्रबन्ध समिति  
Member Secretary, Governing Body



28	Ms. Yogesh Kumari	w.e.f. 01/08/2016 to 19/08/2016 (Left)
29	Mr. Deepak Jaiswal	w.e.f. 01/09/2016 to 11/11/2016 (end of the semester)
30	Mr. Rishabh Vashishth	w.e.f. 16/09/2016 to 11/11/2016 (end of the semester)
31	Mr. Himanshu Aggarwal	w.e.f. 20/09/2016 to 11/11/2016 (end of the semester)
32	Mr. Mohit Prasad	w.e.f. 23/09/2016 to 11/11/2016 (end of the semester)
<b>BMS, BBS AND BBA (FIA)</b>		
1	Ms. Tarunika	w.e.f. 20/07/2016 to 25/07/2016 (Left)
2	Mr. Rahul Magan	w.e.f. 20/07/2016 to 11/11/2016 (end of the semester)
3	Ms. Ankita Arora	w.e.f. 25/07/2016 to 11/11/2016 (end of the semester)
4	Ms. Tarika	w.e.f. 25/07/2016 to 11/11/2016 (end of the semester)
5	Ms. Sakshi Sharma	w.e.f. 25/07/2016 to 02/08/2016 (Left)
6	Mr. Prashant Kumar	w.e.f. 25/07/2016 to 11/11/2016 (end of the semester)
7	Mr. Prem Prakash	w.e.f. 25/07/2016 to 11/11/2016 (end of the semester)
8	Mr. Santosh Kumar	w.e.f. 25/07/2016 to 11/11/2016 (end of the semester)
9	Mr. Devesh Shankar	w.e.f. 01/08/2016 to 22/09/2016 (Left)
10	Ms. Divisha Goyal	w.e.f. 03/10/2016 to 11/11/2016 (end of the semester)

*Noted and approved*

- 41) To report for approval the action of the Principal for appointing the following Guest Faculty (period basis) for the semester (II, IV & VI) based on the recommendations of the TIC of the respective departments:

S. No.	Name	Period
<b>B. TECH (COMPUTER SCIENCE) &amp; B.SC (H) COMPUTER SCIENCE</b>		
1	Ms. Neha Gandhi	w.e.f. 02/01/2017 to 26/04/2017 (end of the semester)
2	Dr. Arvind	w.e.f. 02/01/2017 to 26/04/2017 (end of the semester)
3	Mr. Ashish Kumar Jha	w.e.f. 02/01/2017 to 26/04/2017 (end of the semester)
4	Ms. Ankita Arora	w.e.f. 02/01/2017 to 26/04/2017 (end of the semester)
5	Ms. Rini	w.e.f. 02/01/2017 to 26/04/2017 (end of the semester)
6	Ms. Vinti Aggarwal	w.e.f. 02/01/2017 to 26/04/2017 (end of the semester)
7	Ms. Charu Puri	w.e.f. 02/01/2017 to 26/04/2017 (end of the semester)
8	Mr. Hemant Kumar	w.e.f. 03/01/2017 to 26/04/2017 (end of the semester)
9	Mr. Dhanpal	w.e.f. 03/01/2017 to 26/04/2017 (end of the semester)
10	Dr. Shishir Kumar Jha	w.e.f. 05/01/2017 to 26/04/2017 (end of the semester)
11	Dr. Nikhil Rajput	w.e.f. 06/01/2017 to 26/04/2017 (end of the semester)
12	Mr. Navin Kumar Sehgal	w.e.f. 09/01/2017 to 26/04/2017 (end of the semester)
13	Ms. Juhi Gupta	w.e.f. 10/01/2017 to 26/04/2017 (end of the semester)
14	Ms. Sugandha Gupta	w.e.f. 10/01/2017 to 26/04/2017 (end of the semester)
15	Mr. Umesh Kumar	w.e.f. 10/01/2017 to 26/04/2017 (end of the semester)
16	Ms. Asha Yadav	w.e.f. 11/01/2017 to 26/04/2017 (end of the semester)
17	Ms. Vijaya Goel	w.e.f. 11/01/2017 to 26/04/2017 (end of the semester)
18	Dr. Bharti	w.e.f. 16/01/2017 to 26/04/2017 (end of the semester)
19	Dr. Chandravir Narayan	w.e.f. 19/01/2017 to 26/04/2017 (end of the semester)
20	Ms. Chanchal Verma	w.e.f. 25/01/2017 to 26/04/2017 (end of the semester)

अध्यक्ष, प्रबन्ध समिति

CHAIRMAN, GOVERNING BODY

शाहीद सुखदेव कॉलेज ऑफ बिजनेस स्टडीज  
SHAHIED SUKHWDEV COLLEGE OF BUSINESS STUDIES

डॉ. पूनम वर्मा/Dr. Poonam Verma

सदस्य सचिव, प्रबन्ध समिति

Member Secretary, Governing Body  
शाहीद सुखदेव कॉलेज ऑफ बिजनेस स्टडीज



BMS, BBS AND BBA (FIA)		
1	Mr. Amit Bagga	w.e.f. 02/01/2017 to 26/04/2017 (end of the semester)
2	Ms. Hunny Gaur	w.e.f. 02/01/2017 to 26/04/2017 (end of the semester)
3	Mr. Govind Saran Sharma	w.e.f. 02/01/2017 to 26/04/2017 (end of the semester)
4	Mr. Prashant Kumar	w.e.f. 02/01/2017 to 26/04/2017 (end of the semester)
5	Ms. Ankita Arora	w.e.f. 02/01/2017 to 26/04/2017 (end of the semester)
6	Dr. Inderjeet Oberoi	w.e.f. 02/01/2017 to 26/04/2017 (end of the semester)
7	Ms. Tripti	w.e.f. 02/01/2017 to 26/04/2017 (end of the semester)
8	Ms. Jyoti Chauhan	w.e.f. 10/01/2017 to 26/04/2017 (end of the semester)
9	Ms. Manisha Wadhwa	w.e.f. 20/01/2017 to 26/04/2017 (end of the semester)
10	Mr. Vipin Rathi	w.e.f. 23/01/2017 to 26/04/2017 (end of the semester)
11	Ms. Sophia Pde	w.e.f. 23/01/2017 to 26/04/2017 (end of the semester)

*Noted and approved*

- 42) To report for approval the request of Ms. Shikha Gupta, Assistant Professor, Department of Computer Science for granting the Child Care Leave from 14<sup>th</sup> September 2016 to 27<sup>th</sup> September 2016.

*Noted and approved*

- 43) To report for approval the sanctioning of 26 days leave without pay to Mr. Deepak Kumar, Safai Karamchhari from 02/06/2016 to 15/06/2016, 20/10/2016 to 24/10/2016 (Medical Ground), 25/11/2016 and 17/02/2017 to 22/02/2017 (Medical ground).

*The Governing Body took a very serious note of the continuous unauthorized absenteeism of Mr. Deepak Kumar, Safai Karamchhari from duty. The Principal/Member Secretary informed the Governing Body that several warnings/Show Cause Notice have already been issued to him in this regard.*

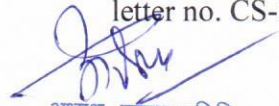
*After discussions, the Governing Body resolved as he has been warned enough number of times, Mr. Deepak Kumar be told that for any future unauthorized absenteeism from duty will be treated as "Break in Service".*

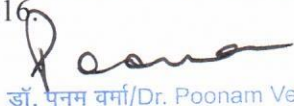
- 44) To report for approval the fixation of pay of Dr. Tribhuwan Kumar, Professional Assistant (Library) at Rs.20, 320/- in the pay band of Rs.15600-39100 (PB-3) and Grade Pay Rs.5400/- w.e.f. 01/09/2008 with next date of increment on 01/07/2009 under 2<sup>nd</sup> MACP vide University letter no. CS-III/009/MACP/ SSCBS/2016/ 1285 dated 12/09/2016.

*Noted and approved*

- 45) To report for approval the fixation of pay of Ms. Nidhi Arora and Ms. Archana Pandey, Lab. Attendant at Rs.7,940/- in the pay band of Rs.5200-20200 (PB-1) and Grade Pay Rs.1900/- w.e.f. 17/07/2016 with next date of increment on 01/07/2017 under 1<sup>st</sup> MACP vide University letter no. CS-III/015/SRCASW/2016/1419 dated December 1/2, 2016.

*Noted and approved*

  
अध्यक्ष, प्रबन्ध समिति  
CHAIRMAN, GOVERNING BODY  
शाहीद सुखदेव कॉलेज ऑफ बिजनेस स्टडीज़  
SHAHEED SUKHDEV COLLEGE OF BUSINESS STUDIES

  
डॉ. पूनम वर्मा/Dr. Poonam Verma  
सदस्य सचिव, प्रबन्ध समिति  
Member Secretary, Governing Body  
शाहीद सुखदेव कॉलेज ऑफ बिजनेस स्टडीज़



- 46) To report for approval the fixation of pay of Mr. Karunesh Kumar and Mr. Nand Kishore, Safai Karamchari at Rs.7,940/- in the pay band of Rs.5200-20200 (PB-1) and Grade Pay Rs.1900/- w.e.f. 24/07/2016 with next date of increment on 01/07/2017 under 1<sup>st</sup> MACP vide University letter no. CS-III/009/SSCBS/2017/ 162 dated 23/02/2017.

*Noted and approved*

- 47) To report for approval the action of the Chairman for allowing the Principal for attending Pan India FDP for UG College Principals scheduled to be held from 28-29 November, 2016 at Hyderabad as college received an invitation through IBS Business School, NOIDA.

*Noted and approved*

- 48) To report for approval the invitation received from Jaipuria Institute of Management, NOIDA for being a member of Academic Advisory Council (meeting held on 1<sup>st</sup> March 2017) for Dr.Sameer Anand, Assistant Professor, Department of Computer Science.

*Noted and approved*

- 49) To report for approval the joining of Dr. Anamika Gupta, Assistant Professor, Department of Computer Science on 05/12/2016 after availing Child Care Leave from 20<sup>th</sup> July 2016 to 03<sup>rd</sup> December 2016 (137 days) before the end of sanctioned (upto 30<sup>th</sup> April 2017) tenure of CCL.

*Noted and approved*

- 50) To report for approval the joining of Ms. Shalini Prakash, Associate Professor, Department of Management Studies on 16/12/2016 after availing Child Care Leave from 5<sup>th</sup> January 2016 to 26<sup>th</sup> January 2016 (22 days) and 30<sup>th</sup> January 2016 to 15<sup>th</sup> December 2016 (320 days) before the end of sanctioned (upto 15<sup>th</sup> January 2017) tenure of CCL.

*Noted and approved*

- 51) To report for approval the joining of Ms. Shikha Gupta, Assistant Professor, Department of Computer Science on 10/03/2017 after availing Child Care Leave from 27<sup>th</sup> February 2017 to 09<sup>th</sup> March 2017 (11 days).

*Noted and approved*

- 52) To report the meeting of the College Internal Quality Assurance Cell (IQAC) was held on 29/03/2017 to take stock of progress of road map to be implemented with respect to qualitative improvement in the functioning of the college.

*Noted and approved*

- 53) To report for implementing the Academic Audit for a regular strategic overview of a college's teaching learning process as per the requirement of the IQAC and NAAC. (**Annexure – V**)

*The Governing Body approved the names of Prof. Manoj Sharma & Lt. Gen. R. Roy as esteemed members of the Academic Audit Committee.*



अध्यक्ष, प्रबन्ध समिति

CHAIRMAN, GOVERNING BODY

शहीद सुखदेव कॉलेज ऑफ बिजनेस स्टडीज  
SHAHEED SUKHDEV COLLEGE OF BUSINESS STUDIES



डॉ. पूनम वर्मा/Dr. Poonam Verma

सदस्य सचिव, प्रबन्ध समिति

Member Secretary, Governing Body

शहीद सुखदेव कॉलेज ऑफ बिजनेस स्टडीज

- 54) To approve the constitution of a committee to frame the vision – 2030 document for the college as required by Directorate of Higher Education vide e-mail dated 3<sup>rd</sup> April 2017.

*The Governing Body resolved that the Principal is authorized to form a Committee for preparing the Vision 2030 document. The recommendation of such Committee be placed in the GB for its perusal as well as inputs.*

**ITEMS (ACCOUNTS)**

- 55) To approve the following panel of Chartered Accountants for conducting the statutory internal audit of the college accounts for the financial year 2016-17:

**M/s Deepak K Singhal & Co.** Regn. No.: 019262N  
B.O.: 211, Neelkanth Plaza  
Plot No. 15, Community Centre  
Road No. 44, Pitam Pura  
New Delhi – 110034

**M/s M S S K Y & Associates** Regn. No.: 012529N  
215, 2<sup>nd</sup> Floor  
Vats Market, Pitampura  
New Delhi - 110034

**M/s Narender Singh & Co.** Regn. No.: 015455N  
B-38, Christian Colony  
Patel Chest, Delhi University  
Delhi - 110007

*Approved*

- 56) To approve the reply of Audit Report of Examiner Local Fund Accounts (ELFA), Govt. of NCT of Delhi for the year 2013-14 for submission to ELFA/Concerned Authorities. Also, to report that the Statutory Financial Audit of the college for the financial year 2014-15 and 2015-16 is being undertaken by ELFA, GNCTD. (Annexure-VI)

*Approved*

- 57) To approve the payment of Rs.4,13,949/- to the pensioners/family pensioners of the college on account of revision of Retirement/Death Gratuity vide notification dated 14.10.2015 received from the Finance Officer, University of Delhi. (Annexure-VII)

*Approved*

- 58) To consider the application dated 02.08.2016 received from Sh. Tribhuwan Kumar, Professional Assistant of the college seeking refund for Rs.28,000/-, which was recovered from his salary for the month of September-2014, by complying the verdict dated 08.12.2015 against W.P.(C) 5590/2012 by Hon'ble Justice V. Kameswar Rao, High Court of Delhi. Also, to report the payment of Rs.59,376/- to Sh. Tribhuwan Kumar on account of MACP as recommended by the University of Delhi vide its letter dated 12.09.2016. (Annexure-VIII)

  
अध्यक्ष, प्रबन्ध समिति

*Approved*



- 59) To consider and approve the action of the Principal, on recommendation of duly constituted committee, for providing scholarship under the name "Class of 91 Dr. S.S. Gulshan Scholarship" out of the amount collected from the Alumnus of 1991 batch of the college. (Annexure-IX)

*Approved*

- 60) To consider the request of Teaching Staff of the college to implement the rates of road mileage for local journeys as per University of Delhi. Also, to report that the Governing Body in its meeting held on 03.09.2015 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.

*While confirming the minutes and on the request of the teachers duly endorsed by the Member Secretary to again review the matter, after detailed discussions it was resolved that the employees below the Grade Pay of Rs. 4200/- be paid fare for official travel according to Govt. of NCT of Delhi rules and for the employees having Grade Pay of Rs. 4200/- and above be paid according to University of Delhi rules. Further, it was also resolved that these fares should be implemented to the official journeys performed after the date of confirmation of these minutes i.e. 3<sup>rd</sup> May, 2017.*

**REPORTING ITEMS (ACCOUNTS)**

- 61) To report and approve the opening of four college accounts (viz. EPF, APC, Incubation Centre, RUSA) at State Bank of India, Vivek Vihar, Delhi and one account at IDBI Bank, Vivek Vihar, Delhi for online fee collection of the students admitted for the session 2016-17 as per the directives received from the University of Delhi.

*To be taken up in the next Governing Body Meeting*

- 62) To report and approve the closure of college accounts (viz. Maintenance Grant, Students' Society, EPF, Incubation Centre) at Canara Bank, Vivek Vihar, Delhi.

*Noted and approved*

- 63) To report and approve the payment of Rs.14,11,768/- on account of arrears of Dearness Relief in respect of Dr. Tanuja Sharma, Ex-Associate Professor of the college as per resolution of Governing Body in its meeting held on 08.12.2015.

*Noted and approved*

- 64) To report the successful completion of eight Innovation Projects (SSCBS-301 to SSCBS-308) granted by the University of Delhi and remittance of Rs.8,17,574/- to the University on account of unspent balance of these projects vide our letter dated 28.02.2017.

*Noted and approved*

- 65) To report the success of college in convincing the Banking Ombudsman of the Reserve Bank of India for getting back an amount of Rs.6,64,400/-, vide our receipt no. 25/2474 dated 02.11.2016 from Canara Bank, Vivek Vihar, Delhi, which was fraudulently withdrawn in 2015 from the college Students' Society account.

*Noted and approved*



- 66) To report and approve an expenditure of Rs.17.06 lakhs against various sanctioned heads of APC Fund account of the college during 2016-17. **(Annexure-X)**

*Noted. However, during discussion it was pointed out that due to non-finalization of accounts of APC fund account for the year 2016-17 some amount was taken twice inadvertently. Thus, it was resolved to approve the expenditure (revised) for Rs.13.6 lakhs including Rs.7.5 lakhs on account of venue booking from APC Fund account of the college for the year 2016-17.*

- 67) To report the waiver of fee to the tune of Rs.13,060/- (i.e. from Rs.19,345/- to 6,285/-) per student towards two foreign exchange students admitted in 3<sup>rd</sup> year BBS course against letter no. IR/2016/MOU/4777 dated 06.12.2016 received from the Dean, International Relations, University of Delhi.

*Noted and approved*

- 68) To report the letter dated 27.12.2016 received from the Director, Directorate of Higher Education, GNCTD regarding Cashless/Digital initiatives for financial transactions in the college and to approve the action of the Principal for implementation of these initiatives, settlement of Principal's Imprest (Cash-in-hand), continuation of other allowance payable to Cashier for up-keeping the devices and further discontinuation of Cashier's Fidelity Insurance Policy. **(Annexure-XI)**

*Noted and approved*

- 69) To report and approve the payment of Salary to the staff members for the month of January and February, 2017 from the unspent balance available at credit in other heads-of-accounts due to non-receipt of Grant-in-aid (Salaries) from the Directorate of Higher Education, GNCTD as per past practice.

*The Principal informed that it has been the practice that on delay in receipt of Grant-in-Aid (Salaries), with the approval of the Chairman, Governing Body, the salaries to the staff members used to be paid from the credit in other heads of accounts. However, as there was no Governing Body at that time, the prior permission could not be sought from the Governing Body. Thus, the Principal allowed this to be done as an exception and not to be taken as precedence. The Governing Body, thus, approved it under these circumstances.*

- 70) To report the refund of Rs.4,42,858/- in Maintenance Grant account vide receipt no. 29/2868 dated 23.03.2017 from SSCBS Innovation and Incubation Foundation (SIIF) out of grant received from the Govt. of NCT of Delhi.



अध्यक्ष, प्रबन्ध समिति  
CHAIRMAN, GOVERNING BODY  
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SHAHEED SUKHDEV COLLEGE OF BUSINESS STUDIES  
(दिल्ली विश्वविद्यालय / University of Delhi)

To be taken up in the next GB meeting



डॉ. पूनम वर्मा/Dr. Poonam Verma  
सदस्य सचिव, प्रबन्ध समिति  
Member Secretary, Governing Body  
शाहीद सुखदेव कॉलेज ऑफ बिजनेस स्टडीज़  
SHAHEED SUKHDEV COLLEGE OF BUSINESS STUDIES  
(दिल्ली विश्वविद्यालय / University of Delhi)



- 71) To report and approve the submission of Revised Estimates for the financial year 2016-17 and Budget Estimates for the financial year 2017-18 with the Director, Directorate of Higher Education, GNCTD and University of Delhi vide letter no. SSCBS/Accounts/2016-17/1034-1035 dated 25.10.2016.

*Noted and approved*

- 72) To report and approve the action of the Principal, on recommendation of the duly constituted committee, for providing Financial Assistance to 68 students for Rs.7.4 lakhs out of the fee collected from students under the head Students' Welfare Fund..

*Noted and approved*

- 73) To report and approve the budget proposal, for the academic year 2016-17, submitted by the duly constituted committee for various college societies and activities out of fee collected from the students under various heads of Students' Societies account.

*Noted and approved*

- 74) To report the filing of Income Tax Return for the year 2014-15 (Assessment Year 2015-16) by the Chartered Accountant of the college to comply with the email dated 19.12.2016 received from <incometaxindiaefiling.gov.in>. (Annexure-XII)

*Noted and approved*

- 75) To report the Final Withdrawal out of Employees Provident Fund account in respect of following employees/pensioners of the college:

Sno.	Name	Designation	Amount	Date	Purpose
1	Mr. Tulsi Ram Sharma	Lab. Attendant	60,000	07.06.2016	Obligatory expenses
2	Mr. Manohar Lal	Daftari	50,000	10.06.2016	Obligatory expenses
3	Ms. Bimlesh Sharma	Ex-S.P.A.	9,25,000	01.07.2016	Final withdrawal
4	Mr. S.Q. Abbas	Ex-Sr. Assistant	18,88,209	27.07.2016	Final withdrawal
5	Mr. Suman Singh	Office Attendant	35,000	27.07.2016	Education
6	Ms. Bimlesh Sharma	Ex-S.P.A.	2,15,141	27.07.2016	Final withdrawal
7	Ms. Bimlesh Sharma	Ex-S.P.A.	1,60,000	08.08.2016	Final withdrawal
8	Mr. Pradeep Verma	Assistant	32,000	08.08.2016	Illness
9	Mr. Kishan Pal	Safai Karamchari	25,000	12.08.2016	Obligatory expenses
10	Mr. Rajinder Singh	Assistant	1,50,000	07.09.2016	Repayment of loan
11	Mr. Manohar Lal	Daftari	3,00,000	20.09.2016	Obligatory expenses
12	Mr. Jagdev Singh	Ex-G.O.	8,66,743	31.10.2016	Final withdrawal
13	Mr. Pradeep Verma	Assistant	50,000	02.01.2017	Illness
14	Mr. S.Q. Abbas	Ex-Sr. Assistant	1,48,255	17.02.2017	Final withdrawal
15	Mr. Jagdev Singh	Ex-G.O.	69,857	17.02.2017	Final withdrawal
16	Mr. Ramesh Chand	Ex-S.P.A.	41,521	17.02.2017	Final withdrawal
17	Ms. Bimlesh Sharma	Ex-S.P.A.	1,37,131	17.02.2017	Final withdrawal
18	Mr. Sumit Lamba	Sr. P.A.	25,182	17.02.2017	Final withdrawal
19	Mr. Harbhajan Singh	Ex-Driver	8,706	17.02.2017	Final withdrawal
20	Mr. S.Q. Abbas	Ex-Sr. Assistant	1,81,001	31.03.2017	Final withdrawal
21	Mr. Jagdev Singh	Ex-G.O.	89,477	31.03.2017	Final withdrawal
22	Mr. Harbhajan Singh	Ex-Driver	8,828	31.03.2017	Final withdrawal
23	Ms. Bimlesh Sharma	Ex-S.P.A.	1,60,411	31.03.2017	Final withdrawal
24	Mr. Pradeep Verma	Assistant	50,000	05.04.2017	Illness

*Noted and approved*



- 76) To report the Investments/Re-investments, based on the recommendations of the concerned committees, with the following details:

S. No.	Date of Investment	Amount of Investment	Rate of Interest	Period of Investment	Bank	Out of Account
1	23.08.2016	8,70,000	6.50%	68 days	Canara	Employees Provident Fund Account
2	21.09.2016	8,70,000	7.50%	59 month 29 days	Canara	
3	29.11.2016	18,15,000	7.35%	59 month 29 days	Canara	
4	26.12.2016	24,52,438	7.25%	59 month 29 days	Canara	
5	31.01.2017	95,00,000	7.00%	364 days	SBI	
6	17.02.2017	5,85,000	7.00%	364 days	SBI	
7	24.03.2017	16,48,039	6.90%	120 months	Canara	
8	06.06.2016	1,00,000	7.55%	59 month 29 days	Canara	Students' Society Account
9	16.08.2016	20,00,000	7.50%	59 month 29 days	Canara	
10	16.08.2016	20,00,000	7.50%	59 month 29 days	Canara	
11	26.12.2016	65,39,837	7.25%	59 month 29 days	Canara	
12	29.12.2016	1,00,000	6.90%	12 months	Canara	
13	29.06.2016	87,020	7.50%	1 year	SBH	
14	26.12.2016	50,00,000	7.25%	59 month 29 days	Canara	APC Fund Account
15	26.12.2016	54,63,737	7.25%	59 month 29 days	Canara	Account

*Noted and approved*

**SUPPLEMENTARY AGENDA:**

- 1) To consider the recommendations of the Study Leave Advisory Committee for granting the study leave to the following employees:

S.No.	Name	Designation	Department
1	Mr. Narander Kumar Nigam	Assistant Professor	Management Studies
2	Ms. Deepti Khatri	Librarian	Library

*Approved*

- 2) To consider the recommendations of the Head of the Department to extend the term of Ms. Ashima Arora as Assistant Professor on ad-hoc basis in the college w.e.f. 28/04/2017 to 19/05/2017 as per the University of Delhi rules.

*Approved*

- 3) To nominate a Governing Body member to the Committee to determine the Hostel Fees and enhancement of fees on account of increased expenditure in the new campus.

***The Governing Body resolved that Dr. Rohini Singh be a part of the Committee alongwith Bursar, TICs, A.O., S.O. who will take appropriate action in this regard.***

**REPORTING ITEM(S) OFFICE**

- 4) To report for approval the increasing of intake seats from 62 to 90 students in Bachelor of Business Administration (Financial Investment Analysis) course from the academic session 2017-18 onwards subject to the fulfillment of the following as communicated by the University vide letter no. CB-II/260/2017 dated 12/04/2017:

CHAIRMAN, GOVERNING BODY  
शाहीद सुखदेव कॉलेज ऑफ बिजनेस स्टडीज़  
SHAHEED SUKHDEV COLLEGE OF BUSINESS STUDIES

डॉ. पूनम वर्मा/Dr. Pooam Verma  
सदस्य सचिव, प्रबन्ध समिति  
Member Secretary, Governing Body  
शाहीद सुखदेव कॉलेज ऑफ बिजनेस स्टडीज़



- The College will manage the increased intake with the existing faculty and no additional financial support would be required.

*Noted and approved*

- 5) To report the letter no. CS.I/(III)/Misc.(TS)/2017 dated 5<sup>th</sup> April 2017 addressed to the Chairman, Governing Body, regarding the document(s) required for appointment / extension of the Vice-Principal and Acting / Officiating Principal in the colleges.

*Noted*

- 6) To report the letter no. VPCI/Admn II/C-197/2017/SP-32 dated 07/04/2017 received from the Vallabhbhai Patel Chest Institute, University of Delhi, Delhi-110007 regarding transferring the retirement benefits i.e. Gratuity of Rs.1,35,912/- and Leave Encashment of Rs.1,38,992/- of Mr. Ajjitabh Saxena, Section Officer (Accounts). Cheque of the same is yet to be received from the Vallabhbhai Patel Chest Institute, University of Delhi.

*Noted and approved*

**Any other matter:**

With the permission of the Chair the following points were also discussed:


*1. Principal/Member Secretary requested the Governing Body to sanction outstation leave w.e.f. 11/05/17 to 14/06/17 to her as she plans to visit USA for some personal work (Earned Leave be deducted as per University of Delhi rules). The Governing Body sanctioned her leave for the said period. Further, it was resolved that the senior most teacher of the college will be given the charge in her absence.*

*2. Principal/Member Secretary apprised the Governing Body regarding the National Institutional Ranking Framework (NIRF) recent rankings announced by the Ministry of Human Resource Development. Principal informed that our college could not feature in the top rankings. The recommendations of the Committee that was formed to look into this suggested that management at the undergraduate level was not ranked as there were not enough applicants in this category. They suggested that we appear to have suffered due to lower student strength, Faculty to student ratio, Financial Resources, Publication & Perception. They pointed out that once we move to the new building with new courses, increased student strength and more permanent faculty, we will be better equipped for ranking.*

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

  
(Anil Rai)  
Chairman, Governing Body

अध्यक्ष, प्रबन्ध समिति  
CHAIRMAN, GOVERNING BODY  
शाहीद सुखदेव कॉलेज ऑफ बिजनेस स्टडीज़  
SHAHEED SUKHDEV COLLEGE OF BUSINESS STUDIES  
(दिल्ली विश्वविद्यालय)

  
(Poonam Verma)  
Member Secretary, Governing Body

डॉ. पूनम वर्मा/Dr. Poonam Verma  
सदस्य सचिव, प्रबन्ध समिति  
Member Secretary, Governing Body  
शाहीद सुखदेव कॉलेज ऑफ बिजनेस स्टडीज़  
SHAHEED SUKHDEV COLLEGE OF BUSINESS STUDIES