



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

Minutes for the meeting of the Governing Body held on **May 03, 2017 (Wednesday)** at **09:30 AM** in the college premises.

Following members attended the meeting:

1. Prof. Anil Rai, University Representative/Chairman.
2. Prof. Pankaj Sinha, University Representative/Treasurer.
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.

- 1) To approve and confirm the minutes of the Governing Body meeting held on **April 18, 2017**.

After discussions, minutes were approved and confirmed with modifications in some points.

- 2) 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. (Taken afresh from the agenda of previous Governing Body meeting held on 18/04/2017).

Approved

- 3) To consider and approve for tendering and hiring the services of movers and packers for shifting the furniture and fixtures of the college to its new campus located at PSP Area-IV, K.N. Katju Marg, Sector-16, Rohini, Delhi-110089.

Approved. The Governing Body resolved that due process as per GFR be followed for this.

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- 4) To consider and approve the recommendations of the committee constituted to celebrate the 30 years of establishment of the college on 3rd August 2017. (**Annexure – I**) (Taken afresh from the agenda of previous Governing Body meeting held on 18/04/2017)

The Governing Body discussed the matter in detail and in principle agreed to the proposal of celebration of 30 years of the college. This may be done on the Annual Day i.e. 3rd August, 2017 with greater pomp and show. It was resolved that to commemorate the occasion a diary and calendar be printed to be distributed among the staff, University officials, recruiters etc. It was also resolved that the sponsorship money may be raised for distributing T-shirts to all the college fraternity.

- 5) To nominate one member of the Governing Body for constituting a Grievance Redressal Committee under the UGC (Grievance Redressal) Regulation, 2012 against the vacancy of Mr. Pankaj Vohra, the earlier Chairman Governing Body for the period of one year.

Resolved that Prof. Anil Rai, Chairman Governing Body will be the Chairman of the Grievance Redressal Committee for a period of one year.

- 6) To nominate one member of the Governing Body to the Purchase Committee for purchases exceeding Rs.1 lakh.

Resolved that Prof. Pankaj Sinha, Treasurer, Governing Body will be the member of the Purchase Committee for purchases exceeding Rs. 1 lakh.

- 7) To nominate two members of the Governing Body for Provident Fund Committee of the college (1) Treasurer and (2) One Member.


Resolved that Prof. Pankaj Sinha and Dr. Rohini Singh will be the two members for the Provident Fund Committee.


- 8) To consider the recommendations of the Head of the Department to extend the term of Ms. Anusha Goel as Assistant Professor on ad-hoc basis in the college w.e.f. 03/05/2017 to 19/05/2017 as per the University of Delhi rules.

Approved

- 9) To consider and approve the discontinuation of one contractual post of Lab. Attendant, which was approved by the Governing Body in its meeting held on 03/12/2013 on account of the excess admission in B.Tech. (Computer Science) Programme. B.Tech. (Computer Science) four year degree programme (2013-17 batch) is going to complete in this May 2017.

After discussions it was resolved that as the college is shifting to its new campus very soon, students intake will increase due to capacity expansion by way of introduction of new courses/increase in seats in the existing courses, the Governing Body decided that this post may be continued and the payment for this be made from APC Fund as done earlier.


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- 10) To consider and approve for granting one advance increment to Ms. Madhu Totla (Maheshwari) for acquiring M.Phil Degree as per the rules of the University of Delhi w.e.f. the date of result notification i.e. 29/03/2017.

Approved as per University of Delhi rules.

REPORTING ITEMS (OFFICE)

- 11) To report for approval the action of the Chairman for engaging the Delhi University empaneled Solicitor Mr. Santosh Kumar to defend the college against the notice served by the National Green Tribunal, New Delhi in Original Application no. 199 of 2014 in the case titled as Almitra H. Patel Vs Union of India & Ors. and payment for the same will be made as the rules of University of Delhi.

Noted and approved

- 12) To report for approval the reconstitution of Canteen Committee as Food and Beverages Committee. (List of Members - **Annexure – II**)

Approved

ITEMS (ACCOUNTS)

- 13) To approve for opening a bank account at SBI for NPS Fund account with joint signatories, i.e. Bursar and Principal, as per the University ordinance and thus closure of NPS bank account at Canara Bank, Vivek Vihar.

Approved

- 14) To approve the closure of two bank accounts viz. APC and RUSA at Canara Bank, Vivek Vihar, Delhi as the same accounts have been opened at SBI, Vivek Vihar with joint signatories i.e. Bursar and Principal as per the University ordinance.

Approved

- 15) To approve the transfer of all college accounts from SBI/IDBI, Vivek Vihar to any near branch of SBI/IDBI from the new campus of the college, on shifting to Rohini, Sector-16.

Approved

- 16) To consider the letter no. SSCBS/ACCOUNTS/2014-2015/143 dated 06.05.2014, to approve the closure of UGC bank account no.1300101407625 at Canara Bank, Vivek Vihar and remittance of cumulative interest earned in that account to the UGC.

Approved and resolved that the remaining balance in the account and interest earned on interest be returned to the UGC.



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REPORTING ITEMS (ACCOUNTS)

- 17) To report and approve the closure of college accounts (viz. Maintenance Grant, Students' Society, EPF, Incubation Centre) at Canara Bank, Vivek Vihar, Delhi (taken afresh from the Agenda of previous Governing Body meeting held on 18.04.2017).

Noted and approved

- 18) 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 (taken afresh from the Agenda of previous Governing Body meeting held on 18.04.2017).

Noted and approved

- 19) To report the notice dated 30.03.2017 issued by Sh. Ashish Kumar Thakur, Income Tax Officer, Ward-55 (5), D Block, Vikas Bhawan, New Delhi for filing of Income Tax Return for the year 2009-10 (Assessment Year 2010-11) for compliance.

Noted and approved

SUPPLEMENTARY AGENDA

- 1) To consider and accept an offer of corpus of Rs.2 lakh, for instituting an award in the name of "Shri Pooran Mal Award" out of its annual yield to one best girl and one best boy student of any year belonging to SC category securing highest marks in the previous semester subject to 60% and candidate's family income should be less than, equal to Rs.5,00,000 p.a., received from Mr. Narander Kumar Nigam, Assistant Professor, Department of Management Studies, SSCBS (youngest son of Late Shri Pooran Mal).

Approved

- 2) To consider and approve the request of Ms. Shikha Gupta, Assistant Professor, Department of Computer Science for granting the Child Care Leave from 20th July 2017 (first day of the academic session) instead of 24th July 2017 as was sanctioned for a period of one year in the Governing Body meeting held on 18/04/2017.

Approved

- 3) To approve the purchases of following IT hardware and software as approved by the Department of Information Technology, Govt. of NCT of Delhi vide its letter nos. E-11/2/2015-DS(CCU)-Part(1)/1676-1690 dated 30/03/2017 and letter no. E-11/2/2015-DS/(CCU)-Part(1)/1921-28 dated 11/04/2017 respectively:

| S.No. | Item (Hardware) | Qty. Approved | Remarks |
|-------|-----------------|---------------|--|
| 1 | Server | 01 | |
| 2 | Computer | 80 | 67 computers against condemnation as per condemnation policy of IT department and 13-computer as fresh |
| 3 | Laser Printer | 08 | |
| 4 | Printers (MFP) | 06 | |
| 5 | Scanner | 02 | |

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| S.No. | Name of Software | No. of Licenses | Course Name |
|-------|--|--|-------------------------------|
| 1 | Matlab (with 10 Library mentioned below) | 30 user | B.Sc. (H) Computer Sc. |
| | Optimization Toolbox | | |
| | Global Optimization | | |
| | Statistics and Machine Learning toolbox | | |
| | Financial Tool Box | | |
| | Symbolic math Toolbox | | |
| | Image processing Toolbox | | |
| | Neural Network Toolbox | | |
| | Fuzzy Logic Toolbox | | |
| | Curve Fitting Toolbox | | |
| | Econometrics Toolbox | | |
| 2 | Microsoft Office | 100 users | B.Sc. (H) Comp. Sc., BMS |
| 3 | SPSS | 20 users | BMS |
| 4 | STATA | 30 users | BBA |
| 5 | Eviews | 30 users | BBS, BMS |
| 6 | Bloomberg | 2 year only, renew license every 2 years | BMS/BBA, Dissertation Project |
| 7 | Adobe Acrobat reader Prof. | | For Official Purpose |

*TEC did not approve Bloomberg software and Adobe Acrobat Reader Prof. mentioned at S.No. 6 and 7 on above table. Regarding Microsoft office, TEC advised College to explore Microsoft Campus solution.


Approved


- 4) 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. (Taken afresh from the agenda of previous Governing Body meeting held on 18/04/2017).

Approved

- 5) 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. (Taken afresh from the agenda of previous Governing Body meeting held on 18/04/2017).

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REPORTING ITEMS (OFFICE)

- 6) To report for approval the donation of the following old magazines, newspapers and old video cassettes from library of the college be sent for recycling to an NGO as per the resolution of the Governing Body Meeting dated 18/03/2010.

| S. No. | Donation Year | Items | Weight(Kg) | Value of Books |
|--------|---------------|---|------------|----------------|
| 1 | 2012 | Newspaper & Magazines | 2149.000 | |
| 2 | 2014 | Newspaper, Magazines & Old videos cassettes(151), Books | 1289.900 | 12,418 |
| 3 | 2016 | Newspaper & Magazines | 810.800 | |

Noted and Approved

- 7) To consider the proposal given by the company for providing support for college placement and alumni activities.

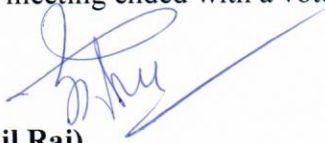
The Governing Body resolved and approved to take the services of M/s Virtuoso Sales Solutions (P) Ltd. for this purpose. This has been identified after due diligence, a thorough need analysis of the college's requirements and discussions with Mr. Munish Chawla (Promoter of M/s Virtuoso Sales Solutions (P) Ltd.). This engagement with M/s Virtuoso Sales Solutions (P) Ltd. will be on a trial basis, to be reviewed in May 2018.

SIIF


- 8) To report the receipt of grant from GNCTD for setting up of Incubation Centre in the college, developments and appointments since then and progress till date.

Report of SIIF activities was presented to the Board by Mr. Naresh Priyadarshi, CEO, SIIF. The details of his report are enclosed as Annexure – III. It was recommended by the Governing Body that all the business developments and statutory steps taken by the Company during the period between two consecutive meetings of the Governing Body must be reported to the Governing Body during their latter meeting.

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


(Anil Rai)
Chairman, Governing Body

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