



SHAHEED SUKHDEV COLLEGE OF BUSINESS STUDIES (UNIVERSITY OF DELHI)

Minutes of the meeting of the Governing Body held on 18th July, 2018 (Wednesday) at 3 pm in the college premises.

Following members attended the meeting:

1. Mr. R.R. Pathania, Chairman, Governing Body.
2. Mr. Praveen Gupta, Treasurer, Governing Body.
3. Dr. Ajay Gupta, Member.
4. Ms. Shalini Prakash, Teacher Representative.
5. Dr. Amrina Kausar, Teacher Representative.
6. Mr. Jaiversh Anand – Non-Teaching Staff Representative (Special Invitee).
7. Dr. Poonam Verma – Principal/Member Secretary.

Mrs. Pratima Tyagi vide her email dt. 18th July, 2018 expressed her inability to attend the meeting due to preoccupation.

Mr. Aditya Minocha expressed his inability to attend the meeting telephonically as he was out of station.

Dr. Manisha B. Thakur expressed her inability to attend the meeting telephonically.

- 1) To approve and confirm the minutes of the Governing Body meeting held on June 6, 2018.

The minutes were approved and confirmed after considering the observations received from Prof. Reetesh K. Singh.

- 2) Report of the “Action Taken” on the minutes of Governing Body meeting held on 06/06/2018.

RESOLUTION

Item No. 1

Nominating one member of the G.B. for Selection committee of the Librarian

Item No. 2

Nominating one member of the G.B. for DPC for the post of Sr. Assistant

Item No. 3

Nominating one member of the G.B. for Provident Fund Committee

ACTION TAKEN

Matter of record and college is pursuing with the University for Expert Member for the selection committee

Matter of record and college is pursuing with the University for Expert Member for the DPC

Matter of record

Dr. Poonam Verma
सदस्य सचिव, प्रबन्ध समिति
Member Secretary, Governing Body
शाहीद सुखदेव कॉलेज ऑफ बिजनेस स्टडीज
SHAHEED SUKHDEV COLLEGE OF BUSINESS STUDIES
(दिल्ली विश्वविद्यालय / University of Delhi)
पी एम पी खण्ड-IV, डॉ. के.एन.काटजू मार्ग, सेक्टर-16,
रोहिणी, दिल्ली-110 089 (भारत)
PSP Area-IV, Dr. K.N. Katju Marg, Sector-16,
Rohini, Delhi-110 089 (INDIA)

Chairman, Governing Body
शाहीद सुखदेव कॉलेज ऑफ बिजनेस स्टडीज
SHAHEED SUKHDEV COLLEGE OF BUSINESS STUDIES
(दिल्ली विश्वविद्यालय / University of Delhi)
पी एम पी खण्ड-IV, डॉ. के.एन.काटजू मार्ग, सेक्टर-16,
रोहिणी, दिल्ली-110 089 (भारत)
PSP Area-IV, Dr. K.N. Katju Marg, Sector-16,
Rohini, Delhi-110 089 (INDIA)

Item No. 4

Constitution of Leave Sanctioning Committee

Matter of record

Item No. 5

Nominating one member of the G.B. for Purchase Committee above Rs.2.5 lakhs

Matter of record

Item No. 6

Publishing of advertisement for Non-teaching Posts

College has initiated the process and written a letter to the Registrar, Univ. of Delhi for using online portal of the University for inviting applications

Item No. 7

Providing financial assistance to the faculty for attending / presenting / publishing paper. A committee has been constituted.

Observation received

Item No. 8 & 10

Providing financial assistance to the faculty for attending / presenting / publishing paper. A committee has been constituted.

Matter of record

Item No. 9

Revenue sharing proposal for faculty Development program / workshop / Doctoral Summer School / Short term Courses

Observation received

Item No. 11

Progress of publishing of tender for PPP

Tender has been floated on e-procurement Website of the Govt. of India

Item No. 12

Taking decision in the order of Internal Complaint Committee

Under process

Item No. 13

For inviting applications for the post of Deputy Warden for Girls hostel and Warden and Deputy Warden for Boys hostel

Applications have been invited from the Teachers again and none of the teachers have applied for this post

Item No. 14

Status of the e-tender of
a) Security Services

e-tenders of Security services are under evaluation

Six e-tenders were received out of which Dr. Poonam Verma

Member Secretary, Governing Body

SHAHEED SUKHDEV COLLEGE OF BUSINESS STUDIES
(दिल्ली विश्वविद्यालय / University of Delhi)

PSP Area-IV, Dr. K.N. Katju Marg, Sector-16, Rohini, Delhi-110 089 (INDIA)

PSP Area-IV, Dr. K.N. Katju Marg, Sector-16

Chairman, Governing Body

SHAHEED SUKHDEV COLLEGE OF BUSINESS STUDIES
(दिल्ली विश्वविद्यालय / University of Delhi)

PSP Area-IV, Dr. K.N. Katju Marg, Sector-16, Rohini, Delhi-110 089 (INDIA)

PSP Area-IV, Dr. K.N. Katju Marg, Sector-16, Rohini, Delhi-110 089 (INDIA)

three were eligible for opening of financial bid and the contract was awarded to M/s Laxman Kumar & Sons for being the lowest bidder. The process was completed by the duly constituted Committee Chaired by the Chairman.

ITEMS (ACCOUNTS)

Item No. 15

Approval of final accounts of the college for the year 2014-15, 2015-16 and 2016-17

Observation received

Item No. 16

Panel of Chartered Accountants for conducting Statutory internal audit of the college accounts for the financial year 2017-18

The letter has been written to the Univ. seeking the list of empaneled Chartered Accountants

Item No. 17

Distribution of share on account of NPS Account among the subscribers Mr. S.K. Jain, Ms. Damini Gupta & Dr. Ajay Jaiswal

Distribution of the respective share of the employees have been made

Item No. 18

Seeking of advice from the Chartered Accountant Regarding registration of college under GST

Under Process

SUPPLEMENTARY AGENDA

Item No. 1

Fee structure and recruitment of staff for Hostel

Observation received

Item No. 2

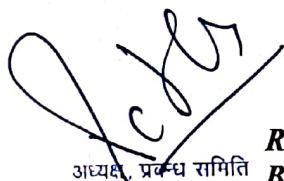
For starting a fitness centre chain from SSCBS

Deferred for the next meeting

Item No. 3

For publishing a tender for purchasing hardware for PPP

Tender has been floated on e-procurement portal of the Govt. of India. However, a letter from GeM has been received regarding cancellation of the e-Tender and purchasing of the same from GeM portal.



अध्यक्ष, प्रबंध समिति
Chairman, Governing Body
शहीद सुखदेव कॉलेज ऑफ बिजनेस स्टडीज
SHAHEED SUKHDEV COLLEGE OF BUSINESS STUDIES
(दिल्ली विश्वविद्यालय / University of Delhi)
पी एस पी खण्ड-IV, डॉ. के.एन.काटजू मार्ग, सेक्टर-16,
रोहिणी, दिल्ली-110 089 (भारत)
PSP Area-IV, Dr. K.N. Katju Marg, Sector-16,
Rohini, Delhi-110 089 (INDIA)

Resolved that 'Action Taken' on the minutes of the Governing Body meeting held on 06/06/2018 be recorded.

डॉ. पूनम वर्मा/Dr. Poonam Verma
सदस्य सचिव, प्रबंध समिति
Member Secretary, Governing Body
शहीद सुखदेव कॉलेज ऑफ बिजनेस स्टडीज
SHAHEED SUKHDEV COLLEGE OF BUSINESS STUDIES
(दिल्ली विश्वविद्यालय / University of Delhi)
पी एस पी खण्ड-IV, डॉ. के.एन.काटजू मार्ग, सेक्टर-16,
रोहिणी, दिल्ली-110 089 (भारत)
PSP Area-IV, Dr. K.N. Katju Marg, Sector-16,
Rohini, Delhi-110 089 (INDIA)

- 3) To approve and confirm the minutes of the Governing Body meeting held on July 5, 2018.

The minutes were approved and confirmed.

- 4) Report of the "Action Taken" on the minutes of Governing Body meeting held on 05/07/2018.

RESOLUTION

Item No. 1 & 2

Election of the Chairman and appointment of Treasurer

ACTION TAKEN

Matter of record

Resolved that 'Action Taken' on the minutes of the Governing Body meeting held on 05/07/2018 be recorded.

AGENDA FOR THE MEETING SCHEDULE FOR 18TH July 2018

ITEMS (OFFICE)

- 5) To consider and accept the request of Mr. Aman Rajput (Husband of Late Ms. Neha Rajput, Assistant Professor) for starting an award for the meritorious student in HRM Core Paper of BMS in the name of Ms. Neha Rajput in the college. He offered Rs.5,000/- to the meritorious student for this year and a corpus of Rs.1,25,000/- to be invested in a term deposit with the bank and award be given out of interest earned in further years.

Approved

- 6) To consider and approve the purchasing of White Boards in Tutorial/Activity/Faculty Rooms/Seminar Hall/ Computer Lab./ Admin Office as per the requisitions received from the Head of the Departments/ Lab In-charges and complied by the Administrative Officer as mentioned below:

SL. NO.	ROOM	QUANTITY	APPROX. COST
1	Tutorial/Activity Room (White Board)	27	Rs. 2,43,000/-
2	Faculty Room (White Board)	31	Rs. 1,55,000/-
3	Tutorial / Activity Room (Pin Board)	27	Rs. 1,02,600/-
4	Faculty Room / Office (Pin Board)	40	Rs. 1,00,000/-
	Computer Lab and Seminar Hall (White Board)	05	Rs. 45,000/-

Approved

अध्यक्ष, प्रबन्ध समिति
Chairman, Governing Body
शहीद सुखदेव कॉलेज ऑफ बिजनेस स्टडीज
SHAHEED SUKHDEV COLLEGE OF BUSINESS STUDIES
(दिल्ली विश्वविद्यालय / University of Delhi)
पी एस पी खण्ड-IV, डॉ. के.एन.काटजू मार्ग, रोहटनी-16,
रोहिणी, दिल्ली-110 089 (भारत)
PSP Area-IV, Dr. K.N. Katju Marg, Sector-16,
Rohini, Delhi-110 089 (INDIA)

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
(दिल्ली विश्वविद्यालय / University of Delhi)
पी एस पी खण्ड-IV, डॉ. के.एन.काटजू मार्ग, रोहटनी-16,
रोहिणी, दिल्ली-110 089 (भारत)
PSP Area-IV, Dr. K.N. Katju Marg, Sector-16,
Rohini, Delhi-110 089 (INDIA)

- 7) To consider and approve the request of Mr. Ravinder Kumar for appointment as Driver on purely contractual basis w.e.f. 13/03/2018 for a period of six months on the recommendations of the Administrative Officer. The approval of the appointment was granted in the G.B. meeting held on April 18, 2017.

Approved

- 8) To consider and approve the action of the Principal for appointment of the following non-teaching staff on purely contractual basis w.e.f. the dates mentioned against their names for a period of six months:

S. No.	Name	Designation	Date of Appointment
1	Ms. Champa Negi	Junior Assistant	10/04/2018 to 09/10/2018
2	Ms. Laxmi Singh	Junior Assistant	10/04/2018 to 09/10/2018
3	Ms. Bharti Mishra	Library Assistant	10/04/2018 to 09/10/2018
4	Mr. Varun Bhardwaj	Office Attendant	10/04/2018 to 09/10/2018
5	Mr. Sunny	Lab. Attendant	13/07/2018 to 12/01/2019
6	Mr. Deepak Patel	Lab. Attendant	13/07/2018 to 12/01/2019
7	Mr. Hamender Sharma	Sr. Technical Assistant	20/07/2018 to 19/01/2019

Approved

- 9) To consider and approve the counting of past service of Sh. Ajitabh Saxena, Section Officer (Accounts) w.e.f. 02/12/2005 to 10/06/2015 as regular service rendered by him in Vallabhbhai Patel Chest Institute (VPCI), University of Delhi. He joined this college on 11/06/2015 through proper channel and his service and retirement dues have been received in this college from VPCI, University of Delhi vide letter no. VPCI/Admin II/C-197/2017/SP-341 dated 15/05/2017.

Approved

- 10) To approve and sanction one post of Technical Assistant on purely contractual basis to handle electronic equipment of the auditorium and smart class rooms of the college with a consolidated salary of Rs.18,960/- as per the University of Delhi rules, out of the APC funds of the college.

Approved. Recruitment for this post be done as per University of Delhi rules and regulations.

- 11) To nominate one member (chairperson or nominee of the Chairperson) of the Governing Body in the Selection Committee of the System Network & Administrator on purely contractual basis for a period of six months (likely to be extended). The remuneration for the post is Rs.35,000-40,000/- as per University letter no. DC/2010/720 dated 11/08/2010.

The Chairman nominated Mr. Prashant Saxena on the Selection Committee for this post.

अध्यक्ष, प्रबंध समिति
Chairman, Governing Body
शहीद सुखदेव कॉलेज ऑफ बिजनेस स्टडीज
SHAHEED SUKHDEV COLLEGE OF BUSINESS STUDIES
(दिल्ली विश्वविद्यालय / University of Delhi)
पी एर पी खण्ड-IV, डॉ. के.एन.काटजू मार्ग, सेक्टर-16,
रोहिणी, दिल्ली-110 089 (भारत)
PSP Area-IV, Dr. K.N. Katju Marg, Sector-16,
Rohini, Delhi-110 089 (INDIA)

डॉ. पूनम वर्मा/Dr. Poonam Verma
सदस्य सचिव, प्रबंध समिति
Member Secretary, Governing Body
शहीद सुखदेव कॉलेज ऑफ बिजनेस स्टडीज
SHAHEED SUKHDEV COLLEGE OF BUSINESS STUDIES
(दिल्ली विश्वविद्यालय / University of Delhi)
पी एर पी खण्ड-IV, डॉ. के.एन.काटजू मार्ग, सेक्टर-16,
रोहिणी, दिल्ली-110 089 (भारत)
PSP Area-IV, Dr. K.N. Katju Marg, Sector-16,
Rohini, Delhi-110 089 (INDIA)

- 12) To nominate one member of Governing Body for IQAC 2018-19.

The Chairman nominated Dr. Ajay Gupta as a member of the Governing Body for Internal Quality Assurance Cell of the college for the year 2018-19.

- 13) To consider and approve the proposal received from the Kendriya Vidyalaya Sector-22, Rohini, Delhi-110085 for Dr. Poonam Verma for being an honorary Chairperson of the Management Committee of the Vidyalaya for three years w.e.f. 25/05/2018 to 24/05/2021.

Approved

- 14) To consider and approve the payment of **Death Gratuity (Rs.3,92,904/-)** and **leave encashment (Rs.32,742/-)** Total **Rs.4,25,646/-** to Mr. Aman Rajput, Nominee of the deceased, Ms. Neha Rajput, Assistant Professor of the Department of Management Studies.

Approved

- 15) To seek approval of the recommendations of the Library Committee for writing off the following books as these have been found missing in the physical stock verification of library books for the year 2017-18:

Sl. No.	Acc. No.	Author	Title	Cost of Book
1.	4380	Unix, System Lab.	Unix system V/386 release 4	29.00
2.	17440	Marquez, Gabriel Garcia	One hundred year of solitude	399.00
3.	18037	Sengupta, Chandan	Financial analysis and modelling	659.00
4.	20144	Etheridge, Denise	Excel data analysis	499.00
5.	20721	Tharoor, Shashi	Era of darkness	699.00
			Total	2285.00

Total Books issued during 2017 - 2018 = 19434

Rule: Loss permitted one book for 500 issues as per UGC letter no. F.31-5/70(GU-II) dated-16/03/1971.

Approved

REPORTING ITEMS (OFFICE)

- 16) To report for approval the action of the Chairman, dated June 19, 2018 for appointment of following staff on purely contractual basis through a written examination and skill test for a period of six months w.e.f. the dates mentioned against their names:

S.No.	Name	Post	Date of Appointment
1	Mr. Dharmender	Jr. Assistant	25/06/2018
2	Mr. Himanshu Yadav	Jr. Assistant-cum-Caretaker	25/06/2018

Chairman, Governing Body

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

(दिल्ली विश्वविद्यालय / University of Delhi)

पी एस पी खण्ड-IV, डॉ. के.एन.काटजू मार्ग, सेक्टर-16,
रोहिणी, दिल्ली-110 089 (भारत)

PSP Area-IV, Dr. K.N. Katju Marg, Sector-16,
Rohini, Delhi-110 089 (INDIA)

Noted and approved

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

(दिल्ली विश्वविद्यालय / University of Delhi)

पी एस पी खण्ड-IV, डॉ. के.एन.काटजू मार्ग, सेक्टर-16,
रोहिणी, दिल्ली-110 089 (भारत)

PSP Area-IV, Dr. K.N. Katju Marg, Sector-16,
Rohini, Delhi-110 089 (INDIA)

- 17) To report for approval the action of the Chairman, dated December 27, 2018 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 20/12/2017.

S. No.	Name	Designation	Date of Appointment
1	Ms. Surbhi Jain	Assistant Professor	01/01/2018 to 30/04/2018
2	Md. Rashid Shamim	Assistant Professor	01/01/2018 to 30/04/2018
3	Ms. Suman Si	Assistant Professor	01/01/2018 to 11/01/2018 (Left)
4	Mr. Hemant Kumar	Assistant Professor	01/01/2018 to 30/04/2018
5	Mr. Dinesh Meena	Assistant Professor	02/01/2018 to 01/05/2018
6	Mr. Ravi Yadav	Assistant Professor	16/01/2018 to 15/05/2018

Noted and approved

- 18) To report for approval the action of the Principal for appointing the following teaching staff as Assistant Professor on ad-hoc basis in the department of Computer Science w.e.f. date mentioned against his name on the recommendation of the Teacher-in-charge.

S. No.	Name	Designation	Date of Appointment
1	Mr. Vipin Kumar Rathi	Assistant Professor	December 22, 2017 to April 21, 2018

Noted and approved

- 19) To report for approval the appointment of the following teaching staff as Assistant Professors on ad-hoc basis in the department of Management Studies w.e.f. the 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	March 22, 2018 to May 18, 2018
2	Dr. Ashima Arora	Assistant Professor	March 22, 2018 to May 18, 2018
3	Ms. Anusha Goel	Assistant Professor	March 22, 2018 to May 18, 2018
4	Ms. Kunjana Malik	Assistant Professor	March 22, 2018 to May 18, 2018
5	Ms. Pratibha Maurya	Assistant Professor	March 22, 2018 to May 18, 2018

Noted and approved

अध्यक्ष, प्रबन्ध समिति
Chairman, Governing Body
शहीद सुखदेव कॉलेज ऑफ बिजनेस स्टडीज
SHAHEED SUKHDEV COLLEGE OF BUSINESS STUDIES
(दिल्ली विश्वविद्यालय / University of Delhi)
पी एस पी खण्ड-IV, डॉ. के.एन. काटजू मार्ग, सेक्टर-16,
रोहिणी, दिल्ली-110 089 (भारत)
PSP Area-IV, Dr. K.N. Katju Marg, Sector-16,
Rohini, Delhi-110 089 (INDIA)

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
(दिल्ली विश्वविद्यालय / University of Delhi)
पी एस पी खण्ड-IV, डॉ. के.एन. काटजू मार्ग, सेक्टर-16,
रोहिणी, दिल्ली-110 089 (भारत)
PSP Area-IV, Dr. K.N. Katju Marg, Sector-16,
Rohini, Delhi-110 089 (INDIA)

- 20) 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.SC (H) COMPUTER SCIENCE		
1	Mr. Uttam Kumar Sinha	w.e.f. 01/01/2018 to 26/04/2018 (end of the semester)
2	Ms. Chetna Aggarwal	w.e.f. 01/01/2018 to 26/04/2018 (end of the semester)
3	Mr. Kumar Manish	w.e.f. 01/01/2018 to 26/04/2018 (end of the semester)
4	Ms. Rinni	w.e.f. 01/01/2018 to 26/04/2018 (end of the semester)
5	Ms. Latika Gupta	w.e.f. 01/01/2018 to 26/04/2018 (end of the semester)
BMS AND BBA (FIA)		
1	Ms. Gaganmeet Kaur Awal	w.e.f. 01/01/2018 to 26/04/2018 (end of the semester)
2	Ms. Anikta Arora	w.e.f. 01/01/2018 to 26/04/2018 (end of the semester)
3	Mr. Ashish Kumar Jha	w.e.f. 01/01/2018 to 26/04/2018 (end of the semester)
4	Mr. Chandravir Narayan	w.e.f. 01/01/2018 to 26/04/2018 (end of the semester)
5	Mr. Antra Bhatia	w.e.f. 01/01/2018 to 26/04/2018 (end of the semester)

Noted and approved

- 21) To report for approval the action of the Chairman, dated 30/12/2017, for appointing the following non-teaching staff on purely contractual basis w.e.f. dates mentioned against their names for a period of six months.

S. No	Name	Designation	Term ends on	Date of Re-appointment
1	Mr. Varun Kushwaha	System Network Administrator	06/12/2017	26/12/2017
2	Mr. Hamender Sharma	Sr. Technical Assistant	17/01/2018	19/01/2018
3	Mr. Ravinder Kumar	Junior Assistant	05/01/2018	09/01/2018
4	Mr. Sunny	Lab Attendant	10/01/2018	12/01/2018
5	Mr. Deepak Patel	Lab Attendant	10/01/2018	12/01/2018

Noted and approved

- 22) To report for approval the action of the Principal for appointing Mr. S.Q. Abbas as Sr. Assistant on purely contractual basis w.e.f. 08/02/2018 to 07/08/2018 for a period of six months on the recommendations of the Administrative Officer. The approval of his initial appointment was granted by the G.B. in its meeting held on June 7, 2016. His further appointment for a period of six months w.e.f. 09/08/2018 may also be granted.

Chairman, Governing Body
शहीद सुखदेव कॉलेज ऑफ बिजनेस स्टडीज
SHAHEED SUKHDEV COLLEGE OF BUSINESS STUDIES
(दिल्ली विश्वविद्यालय / University of Delhi)
पी एस पी खण्ड-IV, डॉ. के.एन. काटजू मार्ग, सेक्टर-16,
रोहिणी, दिल्ली-110 089 (भारत)
PSP Area-IV, Dr. K.N. Katju Marg, Sector-16,
Rohini, Delhi-110 089 (INDIA)

Noted and approved 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
(दिल्ली विश्वविद्यालय / University of Delhi)
पी एस पी खण्ड-IV, डॉ. के.एन. काटजू मार्ग, सेक्टर-16,
रोहिणी, दिल्ली-110 089 (भारत)
PSP Area-IV, Dr. K.N. Katju Marg, Sector-16,
Rohini, Delhi-110 089 (INDIA)

- 23) To report the resignation of Mr. Varun Kumar Kushwaha, System & Network Administrator (contractual basis) w.e.f. 13/03/2018.

Noted and approved

- 24) To report the resignation of Mr. Ravinder Kumar, Jr. Assistant (contractual basis) w.e.f. 28/03/2018 (A.N.).

Noted and approved

- 25) To report for approval the sanctioning of 08 days leave without pay on medical grounds to Mr. Deepak Kumar, Safai Karamchhari from 05/11/2017 to 06/11/2017, 14/12/2017, 24/04/2018, 01/05/2018 to 04/05/2018.

The Governing Body took a very serious view of the fact that Mr. Deepak, Safai Karamchhari is in the habit of going on Leave Without Pay. The Principal apprised the Governing Body that he has exhausted all the leave to his credit and already taken 164 number of Leave Without Pay since his joining college in the year 2007.

It was resolved that the matter be kept pending till the next Governing Body meeting and that his personal file with all the leave details and Medical Certificates etc. be presented to the Governing Body for taking a decision in this matter.

- 26) To report the disposal of old I.T. Items, viz. computers, software, other electronic items etc. and received an amount of Rs.3,48,000/- vide receipt number 36/3594 dated 17/05/2017. The approval of condemnation was obtained in Governing Body meeting held on December 2, 2014.

Noted and approved

- 27) To place the Report of the Annual Quality Assurance Report (AQAR) of the college for the year 2016-17. (Annexure – I)

Noted and approved

- 28) To report for approval the superannuation of Ms. Kavita Kapur, Associate Professor w.e.f. 31/12/2017 and payment of following retirement benefits to him:

1. Commutation of Pension	: Rs. 13,53,000.00
2. Service gratuity	: Rs. 10,00,000.00 (Maximum)
3. Leave Encashment	: Rs. 12,55,768.00

G. Total : Rs.36,08,768.00

अध्यक्ष प्रबन्ध समिति
Chairman, Governing Body
शहीद सुखदेव कॉलेज ऑफ बिजनेस स्टडीज
SHAHEED SUKHDEV COLLEGE OF BUSINESS STUDIES
(दिल्ली विश्वविद्यालय / University of Delhi)
पी एन पी खण्ड-IV, डॉ. के.एन.काटजू मार्ग, सेक्टर-16,
रोहिणी, दिल्ली-110 089 (भारत)
Dr. K.N. Katju Marg, Sector-16,
110 089 (INDIA)

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
(दिल्ली विश्वविद्यालय / University of Delhi)
पी एन पी खण्ड-IV, डॉ. के.एन.काटजू मार्ग, सेक्टर-16,
रोहिणी, दिल्ली-110 089 (भारत)
PSP Area-IV, Dr. K.N. Katju Marg, Sector-16,
Rohini, Delhi-110 089 (INDIA)

Pension : Rs. 33,115/- p.m. w.e.f. 01/01/2018 as per University of Delhi letter bearing no. Fin./Pen. Cell/F-No.-67/2018/ 357 dated 6, March 2018

Noted and approved

ITEMS (ACCOUNTS)

- 29) To approve the Final Accounts of the college for the financial years 2014-15, 2015-16 and 2016-17 duly audited by the Examiner Local Fund Audit (ELFA), Govt. of NCT of Delhi. (Deferred agenda item from the previous Governing Body meeting held on 06.06.2018).

The Governing Body examined and approved the audited accounts and audit reports of the college for the financial years 2014-15, 2015-16 and 2016-17.

REPORTING ITEMS (ACCOUNTS)

- 30) To report and approve a payment of Rs.46,232/- (\$682 USD) to Polish Information Processing Society, Poland on account of subscription of education journal in International Conference.

Approved. However, the Governing Body directed that in future whenever payment in foreign exchange is involved prior approval of the Governing Body/Chairman must be taken.

- 31) To report and approve 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	Ms. Kavita Kapoor	Ex-Ass. Prof.	26,21,659	29.12.2017	Superannuation
2	Ms. Kavita Kapoor	Ex-Ass. Prof.	23,00,000	30.01.2018	Superannuation
3	Mr. Rajinder Jaswal	Assistant	1,00,000	30.01.2018	Repair of house
4	Mr. Atul Bhardwaj	Tec. Assistant	1,50,000	05.02.2018	Obligatory Exp.
5	Mr. Krishan Pal	S.K.	30,000	05.02.2018	Obligatory Exp.
6	Mr. Basant Lal	Lib. Attendant	3,00,000	09.04.2018	Reno. of House
7	Mr. Pradeep Verma	Assistant	50,000	01.05.2018	Mother's Illness
8	Mr. Sanjay Batra	Jr. Assistant	75,000	03.05.2018	Rep. Home Loan

Noted and approved

- 32) 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	17.01.2018	1,00,000	6.75%	1 year	IDBI	Students' Society A/c
2	17.01.2018	90,00,000	6.75%	1 year	IDBI	

Chairman, Governing Body

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

(दिल्ली विश्वविद्यालय / University of Delhi)

पी एस पी खण्ड-IV, डॉ. के.एन.काटजू मार्ग, सेक्टर-16,
रोहिणी, दिल्ली-110 089 (भारत)

PSP Area-IV, Dr. K.N. Katju Marg, Sector-16,
Rohini, Delhi-110 089 (INDIA)

डॉ. पूनम वर्मा / Dr. Poonam Verma

सदस्य सचिव, प्रबन्ध समिति

Member Secretary, Governing Body

शाहीद सुखदेव कॉलेज ऑफ बिजनेस स्टडीज

SHAHEED SUKHDEV COLLEGE OF BUSINESS STUDIES

(दिल्ली विश्वविद्यालय / University of Delhi)

पी एस पी खण्ड-IV, डॉ. के.एन.काटजू मार्ग, सेक्टर-16,
रोहिणी, दिल्ली-110 089 (भारत)

3	18.01.2018	90,00,000	6.75%	1 year	IDBI	EPF A/c
4	19.01.2018	90,00,000	6.75%	1 year	IDBI	
5	23.05.2018	50,00,000	6.75%	10 years	SBI	
6	22.02.2018	90,35,000	6.75%	1 year	IDBI	
7	14.05.2018	29,64,000	6.75%	10 years	SBI	
8	02.07.2018	40,42,000	6.75%	10 years	SBI	

Noted and approved

SIIF

- 33) To place the progress report of the SIIF received from the CEO, SIIF. (Annexure – II)

Noted and approved

Any other matter with the permission of the Chair

1. The Governing Body was of the opinion that there should be one representative from the Governing Body on the Selection Committee for the appointment of adhoc teachers in the college. Since, as per the constitution of the Selection Committee by the University of Delhi presently there is no such provision, the Governing Body resolved that a letter be written to the University to seek due approval for this under intimation to the Chairman. It was further decided that college should write a letter to the University to make efforts to regularize the adhoc teachers.
2. It was resolved that a Sitting Fee/Allowance @ Rs.3,000/- per meeting be given to the external members of the Governing Body as per University of Delhi letter Ref. No. Finance XII/2017-18/Misc. dated 15/06/2017 from this meeting onwards. The Conveyance @ Rs.1,500/- as already passed in the Governing Body meeting held on 27th August, 2014 be continued.
3. It was resolved that an allowance of Rs.3,000/- per month be given to Mr. Tushar Marwaha, Assistant Professor looking after the placement related work till the appointment of Placement Officer in the college. He may also be given relaxation of two hours per week in his teaching workload as per University of Delhi rules.
4. It was discussed and resolved that the contract and award value for the contract of Mess and Canteen Services be calculated on the basis of maximum occupancy of the students in hostel i.e. 144 for 610 days (i.e. 730-120 days) with the quoted price (i.e. Rs.115/- per person per day) for Mess Services by the lowest bidder, i.e. M/s Laxman Kumar and Sons.

5. The Member Secretary informed the Governing Body about the receipt of letter from Mr. K.C. Jha, Additional Chief Executive Officer, GeM bearing no. ACEO/PPP-Portal/Running Tender/00013 dt. 12th July, 2018 whereby he has directed the college for cancellation of

अध्यक्ष, प्रबन्ध समिति
Chairman, Governing Body
शहीद सुखदेव कॉलेज ऑफ बिजनेस स्टडीज
SHAHEED SUKHDEV COLLEGE OF BUSINESS STUDIES
(दिल्ली विश्वविद्यालय / University of Delhi)
पी एस पी खण्ड-IV, डॉ. के.एन.काटजू मार्ग, सेक्टर-16,
रोहिणी, दिल्ली-110 089 (भारत)
PSP Area-IV, Dr. K.N. Katju Marg, Sector-16,
Rohini, Delhi-110 089 (INDIA)

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
(दिल्ली विश्वविद्यालय / University of Delhi)
पी एस पी खण्ड-IV, डॉ. के.एन.काटजू मार्ग, सेक्टर-16,
रोहिणी, दिल्ली-110 089 (भारत)
PSP Area-IV, Dr. K.N. Katju Marg, Sector-16,
Rohini, Delhi-110 089 (INDIA)

tender bearing no. SSCBS/e-Tender/1/2018-19 and procurement of the said items through GeM portal. It was, thus, resolved that the tender be cancelled on the CPP portal and procurement of the required items be done through GeM portal.

6. The Governing Body resolved that the following interim arrangement for hostel may be done :

a. Mr. Tulsi Ram Sharma will look after the work of Matron for the boys hostel. An honorarium of Rs. 5,000/- per month may be given to him for the same.

For Matron in the Women's Hostel, efforts should be made to first identify a women staff member who may be assigned this additional responsibility on the same terms and conditions as that for the boys matron mentioned earlier. However, in case no lady staff is available for the women's hostel then temporarily some appropriate person be identified and appointed till the proper recruitment process is completed.

b. One person from Office will look after the secretarial work for the hostel and one person from Accounts Section will look after the accounting work of the hostel. An honorarium of Rs. 2,500/- per month to each of them will be given for the same as it's an additional responsibility. The same may be identified from the present staff till the proper recruitment process is completed.

c. The Warden & Dy. Warden be given phone bill reimbursement as per their pay scales The other perks, if any, be given as per rules.

The Governing Body also advised the Principal to initiate the process of calling applications for the approved posts in hostel as passed in the Governing Body in its meeting held on 06th June, 2018.

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

(R.R. Pathania)
Chairman, Governing Body

अध्यक्ष, प्रबन्ध समिति
Chairman, Governing Body
शहीद सुखदेव कॉलेज ऑफ बिजनेस स्टडीज
SHAHEED SUKHDEV COLLEGE OF BUSINESS STUDIES
(दिल्ली विश्वविद्यालय / University of Delhi)
पी एस पी खण्ड-IV, डॉ. के.एन.काटजू मार्ग, सेक्टर-16,
रोहिणी, दिल्ली-110 089 (भारत)
PSP Area-IV, Dr. K.N. Katju Marg, Sector-16,
Rohini, Delhi-110 089 (INDIA)

(Poonam Verma)
Member Secretary, Governing Body

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
(दिल्ली विश्वविद्यालय / University of Delhi)
पी एस पी खण्ड-IV, डॉ. के.एन.काटजू मार्ग, सेक्टर-16,
रोहिणी, दिल्ली-110 089 (भारत)
PSP Area-IV, Dr. K.N. Katju Marg, Sector-16,
Rohini, Delhi-110 089 (INDIA)