



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

Minutes of the meeting of the Governing Body held on 23rd February, 2019 (Saturday) at 2 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. Mr. Prashant Saxena, Member.
4. Dr. Manisha B. Thakur, Member.
5. Dr. Anil Kumar Singh, Member.
6. Dr. Ajay Gupta, Member.
7. Prof. Anu Gupta Aggarwal, University Representative.
8. Dr. Anuja Mathur, Teacher Representative.
9. Dr. Poonam Verma – Principal/Member Secretary.

Prof. Reetesh K. Singh and Mr. Jaiversh Anand (Non-Teaching Staff Representative, Special Invitee) expressed their inability to attend the meeting.

- (1) To confirm the minutes of the Governing Body meeting held on **February 02, 2019** as approved by circulation to members.

The minutes were confirmed as approved by circulation to members.

- (2) Report of the “Action Taken” on the minutes of Governing Body meeting held on **February 02, 2019**.

AGENDA ITEM /RESOLUTION

Item No. 1

Confirmation of minutes of the GB meeting held on Dec. 8, 2018

Item No. 2

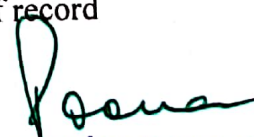
Action taken on the minutes of GB meeting held on 08/12/18

ACTION TAKEN

Minutes were confirmed as approved by circulation to members

Matter of record


 अध्यक्ष, प्रबन्ध समिति
 Chairman, Governing Body
 शाहीद सुखदेव कॉलेज ऑफ बिजनेस स्टडीज
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 डॉ. पूनम वर्मा/Dr. Poonam Verma
 सदस्य सचिव, प्रबन्ध समिति
 Member Secretary, Governing Body
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Item No. 3

Consolidated progress report of SIFF

Put up as main agenda item No. 3 in meeting dt. Feb 23, 2019

Item No. 4 & 5

Matter of record

Item No. 6

Proposal for running photocopier shop

The contract has been assigned to Mr. Kuldeep Bhandari

Item No. 7

Recommendations of Hostel Management Committee for purchase of items

Under process

Item No. 8

Enhancement of payment to Guest speakers from Industry

Noted for future compliance

Item No. 9

Non occupancy of three staff quarters for faculty

Another notice circulated amongst the faculty members as per the directions of the Governing Body

REPORTING ITEMS (OFFICE)

Item No. 10 to 16

Matter of record

REPORTING ITEMS (ACCOUNTS)

Item No. 17 to 24

Matter of record

Item No. 25

Audit objection raised by ELFA audit party, GNCTD regarding WUS Health Membership

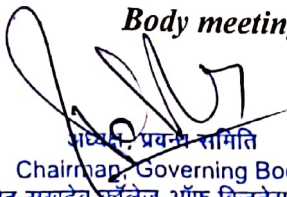
A letter has been written to the University seeking clarification in the light of the audit objection. Reply awaited.

SUPPLEMENTARY AGENDA

Item No. 1

Matter of record

Resolved that 'Action Taken' on the minutes of the Governing Body meeting held on 02/02/2019 be recorded.


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Chairman, Governing Body

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The agenda item no. 8 of GB meeting dt. 02/02/2019 regarding enhancement of payment to guest speakers was taken up for discussion and it was resolved that the enhanced payment will be made w.e.f. 01/04/2019.

The agenda item no. 9 of GB meeting dt. 02/02/2019 regarding non occupancy of three staff quarters was taken up for discussion and it was resolved that in case any Group 'A' employee is also not willing to take up the accommodation it may then be offered to Group 'B' category of non-teaching employees of the college with the similar condition that in case in future any faculty member/ Group 'A' employee requires the accommodation, the Group 'B' employee has to vacate the same after serving three months' notice period.

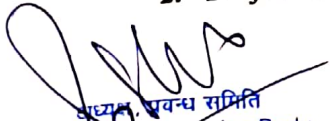
The agenda item no. 5 of Governing Body meeting dt. Dec 08, 2018 confirmed vide minutes of Governing Body meeting dt. February 02, 2019 regarding reward scheme for faculty was again taken up for discussion. There were some modifications requested by the teacher representative. However, the basis for that modification had to be substantiated by data to be presented in the next meeting so that the Governing Body is in the position to take an informed decision.


AIN AGENDA ITEMS FOR MEETING DT. 23RD FEBRUARY, 2019

- 9) To present the consolidated progress report of SIIF as submitted by Mr. Naresh Priyadarshi, CEO, SIIF as per the directions of the GB vide its resolution passed in meeting held on 13th Oct, 2018, 8th December 2018 & February 2, 2019. (Annexure – I having 25 pages)

The matter was discussed at length in the Governing Body. Prof. Reetesh Kumar had sent a list of questions to all the members. The CEO, SIIF had prepared reply of all these questions and the same was mailed to all the members. CEO, SIIF read out the replies to all the members present in the meeting. The Governing Body resolved that a Committee be constituted consisting of the following members to examine the consolidated report of SIIF and give its report within 45 days :

1. Prof. Reetesh K. Singh
2. Prof. Anu Gupta Aggarwal


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3. **One Chartered Accountant to be identified by the Principal by approval of the Chairman**

The Governing Body further resolved that the Principal will be the facilitator for the same.

- (4) To consider and approve the appointment of the following non-teaching staff on purely contractual basis w.e.f. the date mentioned against his name for a period of six months:

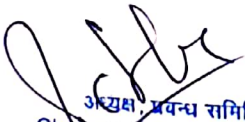
S. No.	Name	Designation	Date of Appointment
1	Mr. Ravinder Kumar	Driver	15/03/2019 to 14/09/2019


Approved

- (5) To consider and approve the appointment of the following faculty members on purely ad-hoc basis (against sanctioned posts) for the period as mentioned against their names as per the requirement of the course curriculum:

S. No.	Name	Designation	Date of Re-appointment
1	Dr. Gurjeet Kaur	Assistant Professor	March 25, 2019 to till the end of the semester
2	Ms. Anusha Goel	Assistant Professor	March 25, 2019 to till the end of the semester
3	Dr. Ashima Arora	Assistant Professor	March 25, 2019 to till the end of the semester
4	Ms. Kunjana Malik	Assistant Professor	March 25, 2019 to till the end of the semester
5	Ms. Pratibha Maurya	Assistant Professor	March 25, 2019 to till the end of the semester
6	Mr. Ravi Yadav	Assistant Professor	March 25, 2019 to till the end of the semester
7	Ms. Vijay Lakshmi	Assistant Professor	March 25, 2019 to till the end of the semester
8	Dr. Satish Kr. Goel	Assistant Professor	March 25, 2019 to till the end of the semester
9	Md. Rashid Shamim	Assistant Professor	March 25, 2019 to till the end of the semester

Approved


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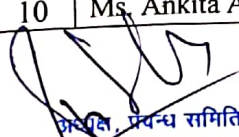
- (6) To consider and approve the recommendations received from the Committee constituted as per GB resolution passed in its meeting held on December 08, 2018 for starting FINTECH course in the college in association with Department of Financial Studies, University of Delhi, South Campus. (Annexure – II having 05 pages)

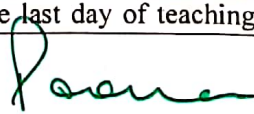
Approved

REPORTING ITEMS (OFFICE)

- (7) 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 as per the rules of the University of Delhi:

S. No.	Name	Period
B.SC (H) COMPUTER SCIENCE		
1	Mr. Uttam Kumar Sinha	w.e.f. 01/01/2019 to till the last day of teaching of the semester
2	Ms. Rini	w.e.f. 01/01/2019 to till the last day of teaching of the semester
3	Mr. Sumit Kumar Aggarwal	w.e.f. 01/01/2019 to till the last day of teaching of the semester
4	Dr. Chandravir Narayan	w.e.f. 01/01/2019 to till the last day of teaching of the semester
5	Mr. Arun Agarwal	w.e.f. 01/01/2019 to till the last day of teaching of the semester
BMS AND BBA (FIA)		
1	Mr. Dhananjaya Singh	w.e.f. 01/01/2019 to till the last day of teaching of the semester
2	Ms. Reema Aggarwal	w.e.f. 01/01/2019 to till the last day of teaching of the semester
3	Ms. Ashima Goel	w.e.f. 01/01/2019 to till the last day of teaching of the semester
4	Mr. Ashish Kumar Jha	w.e.f. 01/01/2019 to till the last day of teaching of the semester
5	Ms. Vandana Kalra	w.e.f. 01/01/2019 to till the last day of teaching of the semester
6	Ms. Juhi Gupta	w.e.f. 01/01/2019 to till the last day of teaching of the semester
7	Ms. Sudha Tiwari	w.e.f. 01/01/2019 to till the last day of teaching of the semester
8	Mr. Rakesh Kumar	w.e.f. 01/01/2019 to till the last day of teaching of the semester
9	Ms. Aditi Sharma	w.e.f. 01/01/2019 to till the last day of teaching of the semester
10	Ms. Ankita Arora	w.e.f. 01/01/2019 to till the last day of teaching of the semester


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		semester
11	Ms. Anjuman	w.e.f. 01/01/2019 to till the last day of teaching of the semester (Left on 15/01/2019 A.N.)
12	Ms. Priti Dubey	w.e.f. 01/01/2019 to till the last day of teaching of the semester (Left on 09/01/2019 A.N.)
13	Dr. Reena Jain	w.e.f. 21/01/2019 to till the last day of teaching of the semester
14	Ms. Ritika Arora	w.e.f. 07/02/2019 to till the last day of teaching of the semester

Noted and approved

- (8) To report the joining of Dr. Anamika Gupta, Assistant Professor on 14/12/2018 after availing Child Care Leave from 22/10/2018 to 13/12/2018 (53 days) as per the rules of the University of Delhi.

Noted and approved

- (9) To report that Dr. Tarannum Ahmad, Associate Professor has proceeded on Child Care Leave from 01/01/2019 to 28/02/2019 (59 days).

Noted and approved

- (10) To report the joining of Mr. Deepak Tiwari as Placement Officer on 07/02/2019 (F/N) on regular basis in the pay level-10 of ₹ 56,100/- – ₹ 1,77,500/- as per 7th CPC plus other usual allowances as applicable to the University of Delhi employees from time to time.

Noted and approved

- (11) To report the joining of Mr. Chaman Upadhyay as Manager on 11/02/2019 on purely contractual basis on a consolidated salary of ₹ 25,000/- per month for a period of six months.


Noted and approved

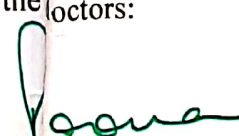
- (12) To report the progress of item no. 21 of G.B. meeting dated 13th October 2018 for sanctioning of 08 days leave without pay to Mr. Deepak Kumar, Safai Karanchari from 05/11/2017 to 06/11/2017, 14/12/2017, 24/04/2018, 01/05/2018 to 04/05/2018.

The college has received a letter from Dr. V.S. Tomar, Shivam Chikitsalay, who has confirmed that medical certificates for the period from 18.10.16 to 24.10.16 (7 days) and 17.2.17 to 22.2.17 (6 days) were issued by him. The other two doctors have not responded to our replies and address of one doctor is not reachable.

Efforts are being continuously made to contact these doctors by the college Administration.

In reply the college has received another letter from the Medical Council of India for taking the following details of doctors for verifying the credentials of the doctors:


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 डॉ. पूनम
 सदस्य
 Member
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1. Full Name of Doctor
2. Residential Address
3. Date of Birth
4. Father's Name

The college has written letters to the concerned doctors for sending the above information at an early date. One Doctor, Dr. Abdul Malik has given the desired information.

The Governing Body took a very serious view of the continuous unauthorized absenteeism of Mr. Deepak Kumar, Safai Karamchari and directed the college administration to send reminder letters to the doctor. The Governing Body further directed that a stern warning letter be issued to the concerned employee.

SUPPLEMENTARY AGENDA

ITEMS (OFFICE)

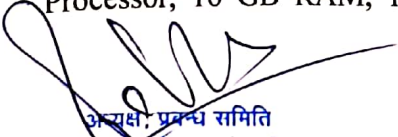
1. To consider and approve the opening a Savings Bank Account in the name of “**Shaheed Sukhdev College of Business Studies Alumni Association Fund**” for handling the Alumni Fund separately to be operated jointly by two authorized signatories President / Vice President and Treasurer.

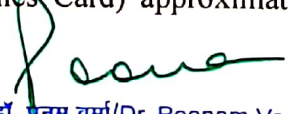
The matter was discussed at length. The Governing Body was of the view that the Alumni Association can open bank account on their own and collect funds among themselves and the college should not transfer funds in that account directly which are received by way of collection of fees from the students. The college may incur expenses related to alumni activities and the functions being organized by the Alumni Association, happening in the college premises.

2. To approve the revision and payment of allowances to all the staff members of the college as per 7th Central Pay Commission w.e.f. 01/07/2017 as approved by the UGC vide letter no. 11-1/2017(CU) dated February 19, 2019.

The Governing Body approved the revision of allowances as per 7th CPC to all the staff members of the college w.e.f. 01/07/2017 subject to availability of funds.

3. To consider and approve the purchasing of one laptop of high configuration (Intel I7 Processor, 16 GB RAM, 1 TB Hard Disk, 4 GB Graphics Card) approximately costing


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₹ 1,75,000/- for smooth functioning and work on website, UTM, Servers, NMS, Cameras and WIFI Controllers etc. out of the APC fund for System & Network Administrator & one laptop for Placement Officer with lower configuration upto ₹ 80,000/-.

Approved

4. To approve the publishing an advertisement in the newspaper for the post of Section Officer (Accounts) on deputation basis on DAVP/ DIP rates as no application has been received even after publication of earlier advertisement on the University of Delhi and college website.

Approved

5. To submit the report of the Committee constituted by the Principal to look into the complaints received related to exam conducted for the post of Sr. Technical Assistant (Computers) on 20th January, 2019 and to suggest the further course of action in this regard. (Annexure – III having 01 page)

The report of the Committee constituted by the Principal to look into the complaints received related to the exam conducted for the post of Sr. Technical Assistant (Computers) was placed in the Governing Body.

After thoroughly going through the report and the question paper set for the post of Sr. Technical Assistant (Computers), all the members were of the view that there was infact not a single question being asked on Computer Science (the concerned field in which the advertisement was released) as was also reported by the Committee. This was a requirement as per University of Delhi exam scheme for this post.

It was, therefore, unanimously decided that the test conducted on 20th January, 2019 be cancelled and a re-test be conducted for the said post only of those candidates who were present on 20th January, 2019.

6. To consider the request received from adhoc faculty members vide their application dt. February 22, 2019 for considering their day of re-joining as Assistant Prof. on adhoc basis on 23 March, 2019 (after giving one working day break) instead of 25th March, 2019 as their current tenure of service is ending on 21st March, 2019.

Not approved



प्रधान, प्रबन्ध समिति
Chairman, Governing Body
शाहीद 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)



डॉ. पूनम वर्मा/Dr. Poonam Verma
सदस्य सचिव, प्रबन्ध समिति
Member Secretary, Governing Body
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7. To consider the proposal received from Mr. Neeraj Kumar Sehrawat and Mr. Amit Kumar, Assistant Professors from the Department of Management Studies for conducting three days Faculty Development Program on "Use of contemporary tools, techniques and analysis software packages in research". (Annexure – IV having 06 pages)

Approved

REPORTING ITEMS (OFFICE)

8. To report the fixation of pay of Sh. S.Q. Abbas, Senior Assistant (Retired) in the revised pay as per 7th CPC w.e.f. 01/01/2016 at Rs.64100/- with next date of increment on 01/07/2016 as communicated by the University vide its letter no. CS-III/009/7CPC/SSCBS/905 dated 22/02/2019.

Noted and approved

REPORTING ITEMS (ACCOUNTS)

9. To report and approve the Investments/Re-investments, based on the recommendations of the concerned committees, with the following details:

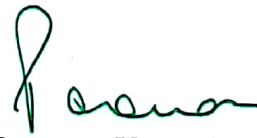
S. No.	Date of Investment	Amount of Investment	Rate of Interest	Period of Investment	Bank	Out of Account
1	22/02/2019	13,58,000/-	7.05%	2 years 6 months	IDBI	PF ACCOUNT

Noted and approved

(R.R. Pathania)

Chairman, Governing Body

अध्यक्ष, प्रबन्ध समिति
Chairman, Governing Body
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(Poonam Verma)

Member Secretary, Governing Body

डॉ. पूनम वर्मा/Dr. Poonam Verma
सदस्य सचिव, प्रबन्ध समिति
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