



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

Minutes of the meeting of the truncated Governing Body held on 12th April, 2019 (Friday) at 2:30 pm in the college premises.

Following members attended the meeting:

1. Prof. Pankaj Sinha, University Representative.
2. Prof. Anu Gupta Aggarwal, University Representative.
3. Dr. Anuja Mathur, Teacher Representative.
4. Mr. Ramesh Barpa, Teacher Representative.
5. Mr. Jaiversh Anand, Non-Teaching Staff Representative (Special Invitee)
6. Dr. Poonam Verma – Principal/Member Secretary.

At the outset, Principal/Member Secretary welcomed Prof. Pankaj Sinha, University Representative on the Governing Body of the college. On the request of Principal, item no. 3 and 4 were taken up first.

1. To confirm the minutes of the Governing Body meeting held on February 23, 2019 as approved by circulation to members.

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 23, 2019.

AGENDA ITEM /RESOLUTION

ACTION TAKEN

Item No. 1

Confirmation of minutes of the GB meeting held on Feb 02, 2019

Minutes were confirmed as approved by circulation to members

Item No. 2

Action Taken on the minutes of GB Meeting held on Feb 02, 2019

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
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Item No. 3
Consolidated progress report of SIIF

A meeting of the Committee constituted by GB is scheduled to be held on 18th April, 2019 having the following members:
a. Prof. Reetesh K. Singh
b. Prof. Anu Gupta Aggarwal
c. Mr. Ashish, Chartered Accountant

Item No. 4 to 6

Matter of record

REPORTING ITEMS (OFFICE)

Item No. 7 to 11

Matter of record

Item No. 12
Leave Without Pay of Mr. Deepak Kumar, Safai Karamchhari

Warning letter has been issued to him as per GB resolution.

SUPPLEMENTARY AGENDA

Item No. 1 to 4

Matter of record

Item No. 5
Exam conducted for the post of Sr. Technical Assistant (Computers)

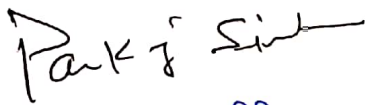
Re-test has been conducted for the post of Sr. Technical Assistant (Computers) on 24th March, 2019

Item No. 6 to 9

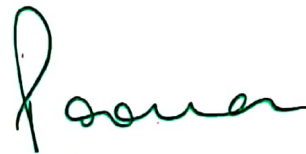
Matter of record

Resolved that 'Action Taken' on the minutes of the Governing Body meeting held on 23rd Feb, 2019 be recorded.

In Point no.12 of GB meeting held on 23 Feb, 2019 regarding Mr. Deepak, Safai Karamchhari's continuous absenteeism from duty, the Governing Body resolved that legal opinion be sought



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from the University of Delhi in this matter regarding the further course of action.

MAIN AGENDA ITEMS FOR MEETING DT. APRIL 12, 2019

3. Election of Chairman as per University Ordinance-XVIII, Chapter VII, Para 3(3).

Prof. Anu Gupta Aggarwal proposed the name of Prof. Pankaj Sinha for the position of Chairman, Governing Body which was unanimously approved by all the members and Prof. Pankaj Sinha was elected as Chairman.

4. Appointment of Treasurer as per University Ordinance-XVIII, Chapter VII, Para 4(1).

Prof. Pankaj Sinha, Chairman appointed Prof. Anu Gupta Aggarwal as Treasurer of the Governing Body.

5. To nominate one member of the Governing Body for the Departmental Promotion Committee for the post of Sr. Assistant.

The Chairman, Governing Body nominated Prof. Anu Gupta Aggarwal as Chairman's Nominee for the Departmental Promotion Committee and Dr. Anuja Matur was nominated as member of the Governing Body on the Departmental Promotion Committee for the post of Sr. Assistant.

6. To consider and approve the appointment of Ms. Bharti as Library Assistant on contractual basis on a consolidated salary of Rs.18,960/- per month w.e.f. 12/04/2019 after giving one day break for a period of six months.

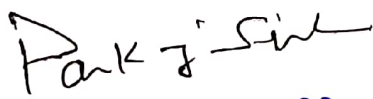
Approved

7. To consider and approve the appointment of Ms. Laxmi Singh as Junior Assistant on contractual basis on a consolidated salary of Rs.18,960/- per month w.e.f. 12/04/2019 after giving one day break for a period of six months.

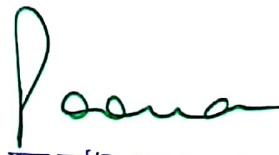
Approved

8. To consider the application of Ms. Saumya Jain, Assistant Prof., Department of Management Studies for extension of Study Leave for a further period of one year w.e.f. 20 July, 2019 to 19 July, 2020.

Approved



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9. To consider the application of Dr. Sonika Thakral, Assistant Prof., Department of Computer Science for grant of Study Leave for post-doctoral research for a period of 1 year 10 months w.e.f. July 20, 2019 to May 30, 2021.

Approved and it was resolved that the ad-hoc/guest faculty may be appointed against the vacant position as per the rules of University of Delhi.

10. To consider and approve the relieving of Dr. Abhishek Tandon, Assistant Professor, Department of Management Studies to join as Deputy Director (Research) in Indian Council of Social Science Research on deputation basis initially for a period of one year.

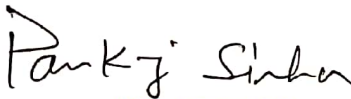
Approved and it was resolved that the ad-hoc/guest faculty may be appointed against the vacant position as per the rules of University of Delhi.

11. To consider and approve the recasting of departments as per present four programs running in the college as per Office Memorandum no. Estab IV/027/2019 dated 28/03/2019 from the University of Delhi whereby Office Memorandum no. 36039/1/2019-Estt. (Res.) dated 19th January 2019 of Ministry of Personnel, Public Grievances and Pensions Department of Personal and Training was forwarded for implementation of Reservation of Economically Weaker Section (EWSs) in civil posts and services in the Government of India for preparing roster accordingly.

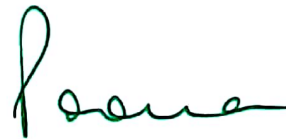
The Governing Body approved the creation of the Departments as per the number of programs being run in the college and approved the recasting of the roster as per the OM.

12. To report Letter No. F.18-1/2018(AC) dt. April 03, 2019 received from Joint Secretary, University Grants Commission regarding Autonomous College Scheme.

It was resolved that the matter be routed through the Staff Council of the college before the Governing Body to take a final decision.



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REPORTING ITEMS (OFFICE)

13. 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 Teacher In-charge of the respective department as per the rules of the University of Delhi:

S. No.	Name	Period
BMS AND BBA (FIA)		
1	Mr. Vishal Deo	w.e.f. 08/03/2019 to till the last day of teaching of the semester
2	Mr. Himanshu Sharma	w.e.f. 12/03/2019 to till the last day of teaching of the semester

Noted and approved

14. To report that Dr. Mona Verma, Assistant Professor has proceeded on Child Care Leave from 01/03/2019 to 30/04/2019 (61 days) as per recommendations of the Leave Sanctioning Committee.

Noted and approved

15. To report the joining of Mr. Ajitabh Saxena, Section Officer (Accounts) on 07/03/2019 from Maharaja Agrasen College and further action of the Chairman for relieving him from 08/03/2019 to join All India Institute of Medical Sciences as Accounts Officer on deputation basis for a period of three years.

Noted and approved

16. To report the joining of Ms. Pinki Kumari as MTS (Office Attendant) on 18/03/2019 on purely contractual basis on a consolidated salary of Rs.15,070/- for a period of six months as per test conducted on 17th February 2019 and further her resignation from the said post of MTS (Office Attendant) vide her email dt. April 09, 2019.

Noted and approved

17. To report the joining of Mr. Rajiv Kumar Rai as MTS (Office Attendant) on 03/04/2019 on purely contractual basis on a consolidated salary of Rs.15,070/- for a period of six months as per test conducted on 17th February 2019.

Noted and approved

Pankaj Singh
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18. To report the granting of annual increment to Dr. Shikha Gupta, Assistant Professor in the Department of Computer Science w.e.f. 01/07/2018 as she joined on 22/10/2018 after availing child care leave from 20/07/2017 to 21/10/2018 (459 days) therefore, cash benefit payable from 22/10/2018.

Noted and approved

ITEMS (ACCOUNTS)

19. To approve the reply of Audit Report of Examiner Local Fund Accounts (ELFA), Govt. of NCT of Delhi for the year 2016-17 for submission to ELFA/Concerned Authorities. (Annexure – I)

The reply of the Audit Report was discussed at length. In old Para No. 5 (2009-10) 'Suspense Account' involving amount of ₹ 2,314/- appears on expenditure side of income and expenditure account under the head Suspense Account, Office Memorandum No. F.8/3/2010-AC/usfa/41-44 dt. 12.03.15 of the Govt. of NCT of Delhi, Finance (Accounts) Department was brought to the notice of the Governing Body whereby the Lieutenant Governor, Delhi has delegated the financial power upto ₹ 5,000/- to the Head of Departments under the head "Losses due to theft, fraud or negligence".

The Governing Body approved the adjustment of the above amount in exercise of the powers of the Head of the Department as per the aforesaid Office Memorandum and it was resolved that the same be reported to the concerned authorities.

REPORTING ITEMS (ACCOUNTS)

20. 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	13/03/2019	1,03,53,000	6.80%	3 year	SBI	Employees Provident Fund Account

Noted and approved

Pankaj Sinha

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21. To report and approve the Final Withdrawal out of EPF account in respect of following employees of the college based on the recommendations of the Employees Provident Fund Committee:

Sl No.	Name	Designation	Amount	Date	Purpose
1	Ms. Shalini Prakash	Associate Prof.	9,00,000/-	08/04/19	For repayment of daughter's education loan

Noted and approved

SUPPLEMENTARY AGENDA

ITEMS OFFICE

- 1) To consider and approve the appointment of Ms. Champa Negi as Junior Assistant on contractual basis on a consolidated salary of Rs.18,960/- per month w.e.f. 10/05/2019 after giving one day break for a period of six months.

Approved

- 2) To consider and approve the recommendations of the committee constituted for the issue of lost laptops by the students. The Committee recommended that the students may be asked to deposit the depreciated price (as per DU rules) of the lost laptops in the college.

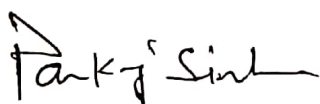
The Governing Body resolved that the depreciated value as on the date of issue of the laptop be recovered from the concerned students and further it was resolved that the Economically Weaker / Below Poverty Line students be exempted from the said recovery.

- 3) To consider and approve the recommendations of the committee constituted for the Faculty Development Programme for conducting FDP titled 'Contemporary Developments in Accountancy: IFRS/Ind AS, GST Accounting and Financial Statement of Companies as per Schedule III of the Companies Act, 2013' proposed by Mr. Neeraj Kumar Sehrawat and Mr. Amit Kumar, Assistant Professors of the college.

Approved

- 4) To consider and approve the expenditure of Rs.1,00,000/- (approximately) for pest control in the entire college building including hostel out of the APC fund.

Approved as per GFR



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REPORTING ITEMS (OFFICE)

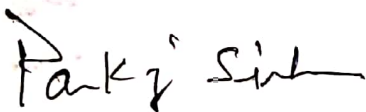
- 5) To report for approval the revised guidelines for enhancement of the rates of honorarium of Guest Faculty as communicated by the University vide letter no. Estab(T)/VGuest Teacher/10 dated 10th April 2019.

The matter was discussed at length and the Governing Body was of the view that the enhanced payment to the Guest Faculty be made from the next academic session onwards after following all norms regarding the appointment of guest faculty as per the constitution prescribed by the UGC/University of Delhi.

The Principal was asked to write to the Dean of Colleges, University of Delhi for seeking clarification with regard to the constitution of the Selection Committee in the context of the colleges for the appointment of guest faculty.

- 6) To report the action of the Chairman for enhancing the Employee's monthly contribution share from present 10% to 14% w.e.f. 1st April, 2019 as per Gazette notification published in the Gazette of India dt. 31st January 2019.

Noted and approved



(Pankaj Sinha)

Chairman, Governing Body

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(Poonam Verma)

Member Secretary, Governing Body

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