



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

Minutes of meeting of the Governing Body held on **July 20, 2020 (Monday) at 11 am** in the college premises.


Following members attended the meeting (Attendance Sheet enclosed):


1. Dr. Kavita A. Sharma, Chairperson
2. Dr. Nagendra Shreeniwas, Treasurer
3. Mr. C.P. Singh, Member
4. Mr. Praveen Gupta, Member – Attended meeting online
5. Mr. Praveen Kumar Bharti, Member
6. Ms. Shreshtha, Member – Attended meeting online
7. Prof. Ramesh C. Gaur, Member – Attended meeting online
8. Dr. Kuldeep Ratnoo, Member - Attended meeting online
9. Prof. Anu Gupta Aggarwal, University Representative
10. Prof. S.C. Rai, University Representative
11. Dr. Anamika Gupta, Teacher Representative (More than 10 years' service category)
12. Dr. Mona Verma, Teacher Representative (Less than 10 years' service category)
13. Dr. Tribhuvan Kumar – Non-Teaching Staff Representative (Special Invitee)
14. Dr. Poonam Verma – Principal/Member Secretary

- I. To place on record the observations/comments received from members on the draft minutes of the Governing Body meeting held on **June 30, 2020** (till point no. 2) circulated through email.

Some members of the Governing Body raised certain observations on the confirmed minutes of Governing Body meeting dt. 15th June, 2020 and on the draft minutes of the Governing Body meeting held on June 30, 2020. Though, the point wise reply of the same was already given, it was reiterated that any observations on the draft minutes of the Governing Body meeting circulated through email should come within the prescribed time frame of 10 days only and not beyond that.

After discussions, due clarification and justification was provided by the Member Secretary on all the points with


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डॉ. पूनम वर्मा/Dr. Poonam Verma
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the supporting documents to the satisfaction of the Governing Body members. In view of the same the minutes of the Governing Body meeting held on June 30, 2020 were confirmed without any amendments.

II. **PENDING ADDITIONAL AGENDA ITEMS FROM THE GOVERNING BODY MEETING DT. 30 JUNE, 2020:**


1. To approve the reimbursement for paper presentation as per the Governing Body resolution passed in its meeting held on 03/09/2015 (copy enclosed as **Annexure-I**) to the following faculty members as per the recommendations of the Committee in its meeting held on 27/11/19 for considering the merit for attending/presenting papers by faculty members in Seminars/Workshops/Conference etc. (copy enclosed as **Annexure-II**):


- a. Dr. Mona Verma, Assistant Prof.
- b. Mr. Neeraj Sehrawat, Assistant Prof.
- c. Mr. Amit Kumar, Assistant Prof.
- d. Mr. Ramesh Kumar, Assistant Prof.

Approved as per the earlier resolution passed by the Governing Body in its meeting held on 03/09/15. However, the Governing Body resolved that, henceforth, this should be aligned with the University of Delhi rules and the same be followed in this regard.

2. To seek clarification on the resolution passed by the Governing Body in its meeting held on 08/12/18 regarding the reimbursement for presenting the same paper in a Conference by faculty and students together. (**Annexure-III**)

The matter was discussed in detail in the Governing Body. The Governing Body appreciated the efforts of the students in this regard, however, it was resolved that as at present there are no rules in the University of Delhi to reimburse the students at undergraduate level, thus, it should not be allowed. Alternatively, it was decided that these students be given some awards in the form of books etc. as a token of appreciation of their work. It was further advised that the college should explore with the Alumni of the college to sponsor students for encouraging the research culture in the college.


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3. To nominate members from the Governing Body for the Reward Scheme as per the resolution passed by the Governing Body in its meeting held on 08/12/18 and 02/02/19 as per the following constitution:
- One University Representative on the Governing Body
 - Three members of the Governing Body
 - Principal

The Governing Body resolved that as this kind of Reward Scheme is not in practice in the University of Delhi, thus, the same should not be allowed. The Governing Body was also of the view that the cash rewards should not be encouraged and instead college should recognize the teachers for their exemplary research work on the Annual Day Function.

4. To consider the starting of the short term course titled "Analytics Business Intelligence and Automation" for a period of 100 hours by the faculty members of the college. **(This agenda item is being withdrawn as per email dt. 13th July, 2020 received from the coordinators of the course mail enclosed as Annexure-IV).**

This agenda item stands withdrawn in view of the email received from the course coordinators.


5. To report the selection of Mr. Ankur Aggarwal for the post of Section Officer (Accounts) on deputation basis initially for a period of one year (likely to be extended) as per the recommendations of the duly constituted Selection Committee in its meeting held on 22nd June, 2020 and issuance of appointment letter to him. **(Minutes of the Selection Committee meeting held on 22nd June, 2020 attached as Annexure-V)**

Noted and approved

6. To consider and approve the recommendations of the Screening Committee **(Annexure-VI)** for considering Financial Upgradation under the MACP Scheme of the following employees as per University of Delhi rules:
- Mr. Jaiversh Anand, Technical Assistant w.e.f. 01/09/18 (Third MACP), Pay scale to be given in MACP Level 8, Cell 15, Rs. 72,100/-
 - Mr. Sumit Lamba, Sr. PA to Principal w.e.f. 21/07/19 (First MACP), Pay scale to be given in MACP Level 8, Cell 10, Rs. 62,200/-

Noted and approved as per rules of the University of Delhi.


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7. To nominate two members from the Governing Body on the PF Committee of the college (**University rule enclosed as Annexure-VII**).

The Governing Body nominated the following two members of the Governing Body on the PF Committee of the college:

1. *Mr. Vivek Bansal, GB member*
2. *Prof. S.C. Rai, University Representative*

8. To place the draft reply of Audit Report of Examiner Local Fund Accounts (ELFA), Govt. of NCT of Delhi for the year 2017-18 for submission to ELFA/concerned Authorities for approval. The draft reply to be amended as per the recommendations of the Audit Committee. (**Annexure-VIII**)

The Governing Body approved the draft reply of Audit Report of ELFA, GNCTD as approved by the duly constituted Audit Committee. It was resolved that the same be sent to the concerned authorities.

9. To report the action of the Chairperson for relieving of Mr. Sanjay Batra, Jr. Assistant to join ICSSR as UDC on deputation basis for a period of one year w.e.f. 12/06/20 (F/N) [**Annexure-IX**].

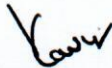
Noted and approved


10. To consider and approve the appointment of one Jr. Assistant on outsourced basis from GeM due to the vacancy arising out of Mr. Sanjay Batra, Jr. Assistant being relieved to join ICSSR on deputation for a period of one year.

Approved

11. To place the Stock Verification Committee Report of the following for the year 2019-20:
- a. Computers and peripherals. (**Annexure – X**)
 - b. Furniture and fixtures. (**Annexure – XI**)
 - c. Physical Stock Verification of the Library Books for the year 2019-20. (**Annexure-XII**)

The Governing Body approved the Stock Verification Report for the year 2019-20 of all the departments as mentioned in pt. a, b and c above.


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12. To present the consolidated progress report of SIIF for the year 2019-20. (**Annexure – XIII**)

Noted

III. ADDITIONAL AGENDA ITEMS FOR GB MEETING DT. 20 JULY, 2020

1. To report and approve the minutes of the following Committees constituted by the Governing Body in its meetings held on 15th June, 2020 and 30th June, 2020:
- Minutes of the meeting of the Hostel Management Committee held on July 06, 2020 (**Annexure-XIV**)
 - Minutes of the meeting of the Fee Rationalization Committee held on July 06, 2020 (**Annexure-XV**)
 - Minutes of the meetings of the Audit Committee held on July 06, 2020 & July 13, 2020 (**Annexure-XVI**)


The Governing Body approved the minutes of all the Committees mentioned at pt. b and c.


However, for pt. a, on the basis of the recommendations of the Hostel Management Committee the following decisions were taken by the Governing Body:

- It was resolved that a fresh tender be floated for awarding the work of Hostel mess. The terms and conditions of the tender be reviewed keeping the University of Delhi tender document of any mess in the University run on self-financing mode.*
 - The Hostel Management Committee to re-visit the rules and regulations regarding the running of college hostel to be implemented for the next academic year and onwards.*
2. To consider and approve the estimates for Civil, Electrical and Horticulture related work as submitted by the Public Works Department as per details given below in view of the letter bearing No. DHE-10(25)/Minor Work/Major Work/SSCBS/2019/267 dt. 01/07/2020:

Civil Works:

- Preliminary estimates for Rs. 22,41,600/- towards operation and annual maintenance of STP by molecule system for the year 2020-21. (**Annexure-XVII**)


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- b. Preliminary estimates for Rs. 63,10,400/- towards Annual General Repair and maintenance work for the year 2020-21. (**Annexure-XVIII**)
- c. Preliminary estimates for Rs. 15,43,800/- towards waterproofing replacement of damaged door shutters and misc. repair works for the year 2020-21. (**Annexure-XIX**)

Electrical Works:

- d. Preliminary estimates for Rs. 33,72,854/- for Annual Comprehensive Maintenance of CCTV system (Impulse Make) for the year 2020-21. (**Annexure-XX**)
- e. Preliminary estimates for Rs. 34,00,027/- for Annual Comprehensive Maintenance of Fortinet make UTM system complete with associate HP make servers for the year 2020-21 & 2021-22. (**Annexure-XXI**)
- f. Preliminary estimates for Rs. 92,96,118/- for ARMO various electrical and mechanical services (Internal and External) for the year 2020-21. (**Annexure-XXII**)

Horticulture Work:

- g. Preliminary estimates for Rs. 10,59,300/- towards maintenance of horticulture work for the year 2020-21. (**Annexure-XXIII**)

The matter was discussed and it was resolved by the Governing Body that the college should constitute a Building Maintenance Committee consisting of the following members:

- i. Dr. Nagendra Shreeniwas, Treasurer, GB
- ii. Mr. C.P. Singh, Member, GB
- iii. One member from the University of Delhi Engineering Works Department.
- iv. 2-3 teachers of the college.

The Governing Body then authorized the Principal to send the resolutions of this Committee to the Directorate of Higher Education, GNCTD for financial approval and after that the same be reported in the Governing Body.

3. To consider and approve the correction in days of Mr. Deepak Kumar, Safai Karamchari's unauthorized absenteeism treated as "Dies Non" of 09 days instead (inadvertently mentioned as 08 days in the Governing Body meeting held on June 15, 2020 at point no. 39) as requested by the Administrative Officer vide his note dated July 07, 2020. (**Annexure-XXIV**)

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4. To consider and approve the appointment of following employees on purely contractual basis as per the details as mentioned against their names after giving one working day break:

SL. NO.	NAME	DESIGNATION	DATE OF RE-APPOINTMENT	TERMS & CONDIDITIONS
1.	Mr. Hemender Kumar Sharma	System & Network Administrator	July 28, 2020 to January 27, 2021	Rs. 38,221/- plus increment @ 4.5 % as per Selection Committee minutes enclosed i.e. Rs. 1720/- total Rs. 39,941/- per month (subject to maximum ceiling of Rs. 40,000/-)
2.	Mr. Sunny	Lab Attendant	July 20, 2020 to January 19, 2021	Rs. 15,070/- per month

Approved

ANY OTHER MATTER WITH THE PERMISSION OF THE CHAIR

With the permission of the Chairperson, the Member Secretary raised the following matters as well for consideration by the Governing Body:

1. The Member Secretary placed on record a letter received from Dr. Tribhuvan Kumar, Non-Teaching Staff Representative on behalf of the non-teaching staff members requesting the members on the Governing Body from the Delhi govt. panel to pursue the matter regarding releasing of grant for payment of salary to all the staff members at the earliest with the funding agency i.e. Govt. of NCT of Delhi.
2. The Member Secretary informed the Governing Body that she is not availing the taxi services since May 2020 during the current pandemic situation. She requested the Governing Body to allow her to avail Transport Allowance in her salary for three months i.e. June, July and August 2020 in lieu of the same as a temporary arrangement. It was further requested that she may be allowed to get reimbursement of personal car expenses as per government rules for the number of days she came to college in her own vehicle in May 2020.

Kumar
ज्येष्ठ, प्रबन्ध समिति

Chairperson, Governing Body

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In view of the current scenario, the Governing Body unanimously approved the same to be reviewed after August 2020.

3. The Member Secretary informed the Governing Body about the forthcoming Annual Day Function to be held on August 03 (Founder's Day of the college) in an online mode to which it was unanimously resolved that the same be postponed due to the current unprecedented situation arising out of COVID-19 pandemic to be held next year (for two years together).

The Governing Body was of the view that it is a once in a lifetime opportunity for students to receive an award personally for their hard work which they put in and a memory to cherish, and may not be possible if the award function is held in online mode. It was however, resolved that the name of the awardee students in various categories be announced on the college website.

4. It was resolved that a letter be written to Delhi Jal Board (DJB) seeking the possibility of getting waivers on the water bill as per government norms and of installing individual water meters in the staff quarters.
5. On the request of a member, the Governing Body asked the Principal/Member Secretary to provide the details of the Property Tax matter.
6. It was resolved that the routine matters be put up before the Chairperson for approval and the same be then reported in the next Governing Body meeting.

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

(Kavita A. Sharma)
Chairperson, Governing Body

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(Poonam Verma)
Member Secretary, Governing Body

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