



139

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

Minutes of the meeting of the Governing Body held on **January 11, 2021 (Monday)** at **11 am** in the college premises.


Following members attended the meeting:

1. Dr. Kavita A. Sharma, Chairperson
2. Dr. Nagendra Shreeniwas, Treasurer – Attended meeting online
3. Mr. C.P. Singh, Member
4. Mr. Praveen Gupta – Attended meeting online
5. Mr. Praveen Kumar Bharti, Member
6. Mr. Vivek Bansal, Member
7. Dr. Kuldeep Ratnoo, Member
8. Prof. Ramesh C. Gaur, Member
9. Prof. Sanjay Sehgal, University Representative – Attended meeting online
10. Dr. Ajay Jaiswal, Teacher Representative (More than 10 years' service category)
11. Dr. Nidhi Kesari, Teacher Representative (Less than 10 years' service category)
12. Dr. Tribhuwan Kumar – Non-Teaching Staff Representative (Special Invitee)
13. Dr. Poonam Verma – Principal/Member Secretary


The meeting started with New Year Greetings to all the members.

At the outset, Principal introduced Prof. Sanjay Sehgal, University Representative to the Governing Body who has been nominated by the University in place of Prof. Anu Gupta Aggarwal whose term had ended. The Governing Body thanked Prof. Anu Gupta Aggarwal for her contribution to the college and welcomed Prof. Sanjay Sehgal on the college Governing Body.

The Principal then introduced the two new teacher representatives on the Governing Body namely Dr. Ajay Jaiswal (under more than 10 years' service category) and Dr. Nidhi Kesari (under less than 10 years' service category).

  
अध्यक्ष, प्रबन्ध समिति

Chairperson, Governing Body  
शाहीद सुखदेव कॉलेज ऑफ बिजनेस स्टडीज  
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डॉ. पूनम वर्मा/Dr. Poonam Verma  
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## I. Report of the "Action Taken" on the minutes of the Governing Body meeting held on 20/07/2020.

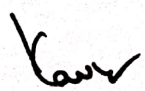
RESOLUTION	ACTION TAKEN
<b><u>I Item No. 1</u></b> To place on record the observations/comments received from members on the draft minutes of the Governing Body meeting held on <b>June 30, 2020</b> (till point no. 2) circulated through email.	In the minutes of the GB meeting held on July 20, 2020 in point no. 1 it was resolved that minutes of GB meeting held on June 30, 2020 were confirmed without any amendments.  The point wise reply to the other collective observations received from 05 GB members vide their email dt. 9/8/20 was replied vide email dated 6th January 2020
<b><u>II Item No. 1 to 11</u></b>	Matter of record
<b><u>III Item No. 1 to 4</u></b>	Matter of record
<b><u>ANY OTHER MATTER WITH THE PERMISSION OF THE CHAIR</u></b>  <b><u>Point No. 1 to 6</u></b>	Matter of record


*The minutes of the Governing Body meeting held on July 20, 2020 were confirmed.*

II. MAIN AGENDA ITEMS FOR MEETING DT. JANUARY 11, 2021

- To present the new Pattern of Assistance (**Annexure-A**) received from DHE, GNCTD vide letter bearing no. DHE.25 (01)POA/2019-2020/105-107 dt. 08/01/20 as this has been used as the basis for release of 3<sup>rd</sup> installment vide letter bearing no. No.DHE-03(01)/100%/GIA/2020-21/Pt. file-II/2639-48 dated 21-12-2020 for the financial year 2020-21 (**Annexure-A-1**). The old Pattern of Assistance of 1997 is also enclosed (**Annexure-A2**).

*The matter was discussed in detail and it was informed by the Principal that a letter had been written to Secretary, Higher Education regarding*

  
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*observations on the release of 3<sup>rd</sup> installment of Grant-in-Aid which is in violation of the Pattern of Assistance dt. 08/01/20.*

*After detailed discussions it was resolved that a reminder letter be written to the DHE regarding this issue and reply of the same be awaited for another 15 days.*

*It was further resolved that the Governing Body is authorized to go to the court in case no reply is received from the concerned authorities after the second letter is sent.*

2. To constitute a Finance Committee for the college as per the requirements of the new Pattern of Assistance.

*The Governing Body constituted a Finance Committee consisting of the following members:*

- a. Dr. Nagendra Shreeniwas, Treasurer, GB*
- b. Prof. Sanjay Sehgal, University Representative*
- c. Mr. Vivek Bansal, Member, GB*
- d. Dr. Ajay Jaiswal, Teacher Representative (more than 10 years' service category)*
- e. Dr. Rishi Rajan Sahay, Bursar*
- f. Dr. Poonam Verma, Principal*

3. To place the report on "Implementation of Accounting standards in Education Institute of Department of Higher Education, MHRD" submitted by ICAI for discussion and implementation in the College by forming a Committee (**Annexure-B**).

*It was resolved that the report be placed before the Finance Committee for their recommendations.*

4. To consider and approve the proposal for creation of posts in the teaching and non-teaching staff as per UGC norms in the format given by the Administrative Reforms Department of GNCTD for onward sending to DHE for its administrative and financial approval. (**Annexure- C**)

*Approved. It was resolved that the same be sent to DHE, GNCTD for their onward action.*

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5. To consider and approve the proposal as per the requirement of the Administrative Reforms Department, GNCTD for housekeeping services for onward sending to DHE for its administrative and financial approval. (Annexure-D)

*Approved. It was resolved that the same be sent to DHE, GNCTD for their onward action.*

6. To consider and approve recommendations of the Alumni Relations and Outreach Cell (AROC) for establishing a cloud based Alumni Office Automation cum Engagement Platform through M/s ALMA SHINES (Annexure-E-1 & E-2).

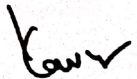
*Approved for two years. To be reviewed after that.*


7. To consider and approve the proposal received from the Career Development Cell (CDC) through the Placement Officer and TIC of the Placement Cell regarding engaging a guest faculty for enhancing the employability skills. The sessions will be on important aspects of job interviews such as Group Discussions, Personal Interviews, Guesstimates, Case Studies and Resume preparation for students and payment of honorarium of Rs. 1500/- per hour (Annexure - F).

*The Governing Body approved payment of Rs. 1500/- per hour to the guest faculty from the Students Society Fund. It was further resolved that the curriculum be designed in such a way that it should focus on the communication and interpersonal skills of the first year students. For the second and third year the focus should be on getting good internship and preparing them for their placements. It was discussed that a diversified pool of trainers should be identified. Feedback be taken from the students' community for this activity.*

8. To reconstitute the Committee as formed in the GB meeting held on June 15, 2020 as per pt. 14 & 15 regarding Research and Innovation Projects and purchase of subscription for Prowess Dx database from CIME.

*It was resolved that Prof. Sanjay Sehgal be there in place of Prof. Anu Gupta Aggarwal in this Committee.*

  
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9. To purchase the services of an online platform on the recommendations of the TICs for Placement Cell and the Placement Officer in order to get the database of potential recruiters for the placement/summer internships/live projects for students. The estimated cost for the same is in the range of \$79 to \$100 per month.

*The Governing Body resolved as there is an active Placement Cell with a full time Placement Officer in the college, there is no need for purchasing these type of services. The Governing Body was of the view that efforts should be made to take the help of the college alumni and M/s Alma Shines platform that is being procured by the college. In view of the same, this agenda item was not approved.*

10. To approve the payment of Hostel Warden Allowance out of Hostel Account in place of Maintenance Grant Account and if approved the recovery of the amount already paid out of Maintenance Grant Account may also be recovered from Hostel Account and transferred to Maintenance Grant Account. The total amount of Rs. 1,32,000/- be transferred.

*Approved*

11. To approve the payment of Property Tax proportionately out of Hostel Account since it is being run on Self-financing mode.

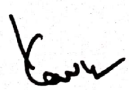
*Approved*

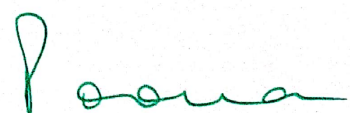
12. To approve the payment of security guards appointed in the hostel to be paid out of Hostel Account and previous amount, which were paid to the Security Agency for Hostel guards may also be recovered from the hostel account and transferred to Maintenance Grant Account.

*Approved*

13. To report and approve the recommendations of Hostel Management Committee on the matter of refund of Hostel fees for the period of vacancy of hostel due to Pandemic COVID 19 (Annexure-G).

*It was resolved that the matter be referred to the Finance Committee for their recommendations.*

  
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14. To place the recommendations of the Hostel Management Committee for continuing the services of Mr. Chaman Upadhyay as hostel Manager till the next Governing Body meeting as and when it is held.

*It was resolved that the services of the Manager were essential and should be continued as someone to look after housekeeping and giving clearance to the students was necessary and, thus, appointment of Mr. Chaman was approved on contractual basis for a period of six months and to be continued after giving one working day break based on his performance.*

*It was further resolved that Prof. Sanjay Sehgal, University Representative be inducted in the Hostel Management Committee in place of Prof. Anu Gupta Agarwal, University Representative.*

*The heads of the income and expenditure and the estimates of the same be determined so as to identify the fees structure for the hostellers and the same be then placed before the Finance Committee for their recommendations.*

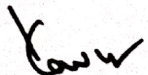
*Efforts should also be made to study other self-financing hostels with similar facilities to ensure that the fee structure charged to the students is not high and is competitive.*


15. To place the Audited Accounts of the college for financial year 2019- 20 duly approved by the Treasurer and Chairman of the Governing Body and subsequently filing of Income Tax Return for financial year 2019-20 (Assessment Year 2020-21) with I.T. Authorities, through Chartered Accountant (Annexure-H).

*Approved*

16. To place the Revised Budget Estimates for the financial year 2020-21 and Budget Estimates for the year 2021-22 to DHE, Govt. of NCT of Delhi for their approval (Annexure-I).

*The Governing Body empowered the Finance Committee to look into it and send it to DHE.*

  
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17. To approve the recommendations of the Financial Assistance Committee for disbursal of financial assistance of Rs.7,00,000/- to the students for the F Y 2020-21.

*Approved*

18. To approve the recommendations of the Budget Committee for the Students' Society Activity Budget for the year 2020-21 (Annexure-J).

*Approved*

19. To approve the recommendation of the Fee Rationalization Committee regarding re-grouping of the various heads of fees without changing the total fees of the students w.e.f. academic year 2021-22 and onwards. (Annexure - K)

*The Governing Body resolved that this be routed through the Finance Committee.*

20. To consider the recommendations of the Library Committee based on the inputs from the Student Council to purchase the following databases in the Library from the library grant 2020-21: (Annexure-L)

- a.Bloomberg
- b.Euromonitor
- c.Plagiarism Check Software (Turnitin or any other)
- d.Any other

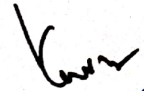
*The Governing Body approved the utilization of Library funds to purchase e-resources and financial databases and procurement of software for checking plagiarism. It was resolved that help be taken from Prof. Ramesh Gaur and Prof. Sanjay Sehgal in this regard.*

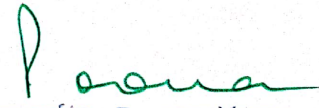
21. To consider the recommendations of the Library Committee to renew the AMC of KOHA Library Software (Approximate Rs.10,000 per annum) for the period of Jan.-Dec. 2021. For the previous year the approval was granted by the Governing Body in its meeting held on 29<sup>th</sup> November, 2019 (Annexure - L1)

*Approved*

22. To approve the recommendations of the IQAC of the college to rename the college Library as "Learning Resource Centre".

*Approved*

  
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23. To approve the delegations of financial powers of the Principal on the basis of OM No. F.8/3/2010-AC/usfa/41-44 of GNCT of Delhi, Finance (Accounts) Department, "A" Wing, 4<sup>th</sup> Level, Delhi Secretariat, I P Estate, New Delhi regarding "Delegation of financial powers of HODs and Administrative Secretaries of the Departments of NCT of Delhi.

*"The powers of Principal being in Level 14 of Pay Matrix table under 7<sup>th</sup> CPC shall be equivalent to that of Powers of Administrative Secretary." (Annexure- M)*

***Noted and adopted***

24. To report for approval, the action of the Principal for extending the term of Dr. Venika Krishna, Counsellor for the students upto 31<sup>st</sup> August 2020 as an interim arrangement on the recommendations of the Teacher-in-charge based on students' request of all the departments. The earlier appointment was made upto June 2020 i.e. the end of the academic session 2019-20 by the Governing Body in its meeting held on June 30, 2020.

***Approved***

25. To approve the appointment of a new counsellor for the psychological and mental well being of the students. The honorarium to be paid @ Rs. 1500/- per hour to a maximum ceiling of Rs. 25,000/- per month.

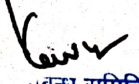
***The Governing Body approved the appointment of a new counsellor as it was felt that the same is necessary especially in this pandemic time.***


26. To report and approve the decision of the Staff Council for payment of 10% incentive to students who bring monetary sponsorship for college functions. The students will be paid only if surplus is left after finalization of all expenditure of that particular event.

***The Governing Body resolved that 10% incentive be given to students irrespective of the fact whether surplus is left or not as an appreciation of their efforts in bringing monetary sponsorship for a college event.***

27. To consider and approve the opening of a Treasury Single Account (TSA) with the Reserve Bank of India as per the directions of the University Grants Commission for receiving travel grants.

***Approved***

  
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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,  
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28. To report the opening of the following accounts in the name of:

Sl. No.	Name of the account	Remarks
a.	Coordinator Practical Examination SSCBS S.B. A/c no. 37691770503	The Governing Body in its meeting held on 3.5.17 has already granted its approval for transfer of these accounts from SBI Vivek Vihar to SBI Rohini. However, due to some technical problem with the bank, the accounts were not transferred and the new accounts were opened.
b.	Superintendent Theory Examination SSCBS S.B. A/c no. 37691771143	
c.	Principal SSCBS For Research Project of Dr. Kumar Bijoy S.B. A/c no. 39077996514	Approved by Chairman, Governing Body vide its email dt. 15/01/2020

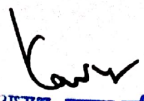
*Approved*

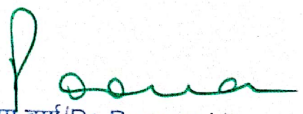
29. To report the expiry of contract of M/s Diamond Securities for providing services of 03 MTS against sanctioned posts (as per DU norms). Further, permission be granted for acquiring the services of 03 MTS as per GFR rules for a period of minimum three years on minimum wages rate as decided by Govt. of NCT of Delhi from time to time.

*Approved*

30. To report the letter no. CB-II/Cir. No. 67/2020/690 dated 02/12/2020/05/01/2021 received from the Assistant Registrar, University of Delhi whereby the Minutes of the meeting dated February 26, 2020 were sent with regard to automation / appropriate software be installed in colleges and Universities for providing online management system for staff and students.

*It was discussed that the installation of these platforms was an essential requirement and efforts be made to explore from other colleges of University of Delhi using similar platforms.*

  
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31. To re-constitute the Committee as passed in the Governing Body meeting held on 15th June, 2020 for looking into the proposal of funding of research projects and Innovations Projects.

*Same as pt. no. 8 as above*

32. To consider and approve the appointment of Mr. Dharmender, Junior Assistant on contractual basis for a period of six months w.e.f. 05/01/2021 to 04/07/2021 on a consolidated salary of Rs. 18,960/- per month with one working day break.

*Approved*

33. To consider and approve the appointment of Mr. Hemender Sharma as System & Network Administrator on purely contractual basis on a consolidated salary of Rs. 40,000/- per month for a period of six months w.e.f. 29/01/21 to 28/07/21 after giving one working day break.

*Approved*

34. To consider and approve the appointment of Mr. Sunny, Lab. Attendant on contractual basis for a period of six months w.e.f. 21/01/2021 to 20/07/2021 with one working day break.

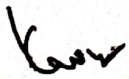
*Approved*


35. To approve 138 days Leave Without Pay and 06 days Leave not Due to Late Sh. Pradeep Verma, Ex-Assistant of the college who expired on 22/08/20.

*Approved*

36. To consider and approve the request received from Caretaker/Hostel Manager for sanctioning the amount of Rs. 1000/- per month out of Students Society Fund to be paid to the garbage collector in the absence of MCD services for the same.

*Approved*

  
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**REPORTING ITEMS**

37. To report the letter dt. 24<sup>th</sup> Dec, 2020 received from Dr. Narander Kumar Nigam regarding his providing consultancy services to M/s Open Futures on payment of Rs. 2.35 lakhs for the period 1<sup>st</sup> Jan, 2021 to 31<sup>st</sup> Dec, 2021.

*Noted and approved*

38. To report the conduct of the special audit of the college accounts by M/s Dass Gupta & Associates empaneled with CAG deputed by GNCTD for the financial year 2017-18, 2018-19 and 2019-20. The report of the special audit is still awaited from the DHE.

*Noted and approved*

39. To report the order / permission no. DHE.3(01)/100%/GIA/2020-21/Pt. File-II/1647-1651 dated 16/10/2020 received from the Directorate of Higher Education, GNCTD with regard to utilizing the Students Society Funds (SSF) for payment of salaries to the Teaching & Non-Teaching staff. (Annexure - N) and also to place on record order passed by the hon'ble High Court of Delhi for stay of use of Students Society Fund in the matter of Delhi University Students' Union V/s Directorate of Higher Education & Ors. (C.W.P No. 8551 of 2020) (Annexure - O)

*Noted*


40. To report the letter no. CB-II/Circular No. 13/Audit/2019/595 dated 14.12.2020 received from the University of Delhi with regard to Guidelines for use of Student's Fund in the college. (Annexure-P)


*Noted and approved*

41. To report the action of the Chairperson for engaging the Advocate, Mr. Anurag Dayal Mathur, empaneled with the University of Delhi, to defend the college in the following cases in the Hon'ble High Court:

S. No.	Case/ writ petition Title
1	Dr. Udaibir Singh & Ors. V/s University of Delhi & Ors. (C.W.P No. 6699 of 2020) <b>The petition was disposed of along with the pending application vide order dated 16.12.2020. (Annexure - Q)</b>
2	Delhi University Students' Union V/s Directorate of Higher Education & Ors. (C.W.P No. 8551 of 2020)
3	Social Democratic Teacher Front V/s Govt. of NCT & Ors. (C.W.P No. 8536 of 2020)

*Noted and approved*

  
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42. To report the action of the Chairperson for accepting the request letter dated 16<sup>th</sup> November 2020 of Dr. H.K. Porwal, Associate Professor for taking voluntary retirement w.e.f. 1<sup>st</sup> January 2021 and condone of one and half month notice period. This was done as per the statutes of University of Delhi (copy enclosed as **Annexure - R**).

*Noted and approved*

43. To report the action of the Chairperson for extending the term of Dr. Rishi Rajan Sahay, Assistant Prof., Dept. of Management Studies as Bursar of the college w.e.f. 17<sup>th</sup> December 2020 for a further period of one year on the recommendation of the Principal as per the Ordinance XVIII 4 (2) of the University of Delhi (copy enclosed as **Annexure - S**).

*Noted and approved*

44. To report the action of the Chairperson for extending the term of the following ad-hoc faculty members for appointment in the college with one working day break on the recommendations of Teacher-in-charge of the concerned Departments against the sanctioned posts:

S. No.	Name	Designation	Date of Re-appointment
1	Dr. Gurjeet Kaur	Assistant Professor	w.e.f. 11/12/20 to 10/04/21
2	Dr. Ashima Arora	Assistant Professor	w.e.f. 11/12/20 to 10/04/21
3	Ms. Anusha Goel	Assistant Professor	w.e.f. 11/12/20 to 10/04/21
4	Ms. Pratibha Maurya	Assistant Professor	w.e.f. 11/12/20 to 10/04/21
5	Mr. Ravi Yadav	Assistant Professor	w.e.f. 11/12/20 to 10/04/21
6	Mohd. Rashid Shamim	Assistant Professor	w.e.f. 11/12/20 to 10/04/21
7	Ms. Vijay Lakshmi	Assistant Professor	w.e.f. 11/12/20 to 10/04/21
8	Ms. Sandra Suresh	Assistant Professor	w.e.f. 11/12/20 to 10/04/21
9	Dr. Satish Goel	Assistant Professor	w.e.f. 11/12/20 to 10/04/21

अध्यक्ष, प्रबन्ध समिति

Chairperson, Governing Body

शाहीद सुखदेव कॉलेज ऑफ बिजनेस स्टडीज

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10	Mr. Jigmet Wangdus	Assistant Professor	w.e.f. 11/12/20 to 10/04/21
11	Ms. Juhi Gupta	Assistant Professor	w.e.f. 11/12/20 to 10/04/21

*Noted and approved*

45. To report the action of the Chairperson for considering the recommendations of the Selection Committee meeting held on 27/11/2020 for recommending the following panel of candidates (in order of merit) for appointment as Guest Faculty for the paper titled "Environmental Science (AECC)" for one calendar year as per University of Delhi rules (**Annexure - T**) :

- a. Ms. Nirmala Konsam Devi – (Online Sr. No. 4)
- b. Dr. Pooja – (Offline Sr. No. 8)
- c. Ms. Nimisha Chauhan – (Online Sr. No.5)
- d. Mr. Sudeep Shukla (Offline Sr. No.5)
- e. Mr. Anshu Sharma (Offline Sr. No. 3)


*Noted and approved*

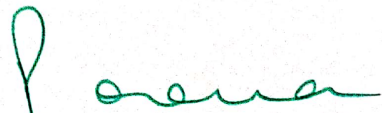
46. To report the action of the Chairperson for considering the recommendations of the Selection Committee meeting held on 01/12/2020 for recommending the following panel of candidates (in order of merit) for appointment as Guest Faculty for the paper titled "English (AECC)" for one calendar year as per University of Delhi rules (**Annexure - U**):

- a.Ms. Ankita Arora – (Sr. No. 22)
- b.Ms. Parul – (Sr. No. 27)
- c.Ms. Shikha Kothiyal – (Sr. No.7)
- d.Ms. Ridhima Soin (Sr. No.8)
- e.Mr. Bharat Choudhary (Sr. No. 4)
- f.Ms. Komal Dabas – (Sr. No.2)

*Noted and approved*

47. To report the action of the Chairperson for extending the term of following non-teaching staff on purely contractual basis with one working day break w.e.f. the dates mentioned against their names for a period of six months:

  
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S. No.	Name	Designation	Date of Appointment
1	Ms. Champa Negi	Junior Assistant	17/11/2020 to 16/05/2021
2	Ms. Bharti Mishra	Library Assistant	19/10/2020 to 18/04/2021
3	Mr. Ravinder Kumar	MTS	21/09/2020 to 20/03/2021

*Noted and approved*

48. To report the action of the Chairperson for accepting the request (email dated 5<sup>th</sup> November 2020) of Mr. Ajitabh Saxena, Section Officer (Accounts) for granting extension for lien for one more year w.e.f. 05/12/2020 to 04/12/2021. He is serving the National Capital Region Planning Board, Ministry of Housing and Urban Affairs as Finance & Accounts Officer

*Noted and approved*

49. To report the action of the Chairperson for allowing the officiating allowance to Mr. Sumit Lamba, Senior P.A. to Principal for officiating the post of Administrative Officer w.e.f. 10/08/2020.

*Noted and approved*

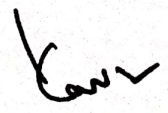
50. To report the action of the Chairperson for considering and permitting drawing of transport allowance to the Principal of the college along with the salary due to non-availing the taxi services consequent bad situation arising of COVID'19 upto the month of December 2020.


*Noted and approved*

51. To report the action of the Chairperson for granting the child care leave to Ms. Saumya Jain, Assistant Professor w.e.f. 25/11/2020 to 28/05/2021 (185 days) in continuation of her maternity leave from 29/05/2020 to 24/11/2020 (180 days).

*Noted and approved*

52. Further to report the joining of Ms. Saumya Jain w.e.f. 27/11/2020 (F.N.) after availing the following leaves:

  
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S. No.	Nature of Leave	Period of Leave	Total No. of Days
1	Study Leave	20 <sup>th</sup> July 2018 to 28 <sup>th</sup> May 2020	679
2	Maternity Leave	29 <sup>th</sup> May 2020 to 24 <sup>th</sup> November 2020	180
3	Child Care Leave	25 <sup>th</sup> November 2020 to 26 <sup>th</sup> November 2020	02

*Noted and approved*

53. To report the joining of Dr. Abhishek Tandon, Assistant Professor w.e.f. 24/11/2020 who was on deputation from 15<sup>th</sup> April 2019 to 23<sup>rd</sup> November 2020 (589 days) at Indian Council of Social Science Research (ICSSR), Ministry of Human Resource Development.

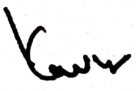
*Noted and approved*

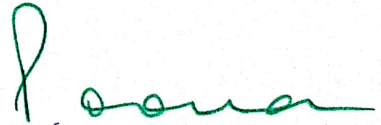
54. To report the joining of Dr. Mona Verma, Assistant Professor w.e.f. 02/12/2020 who was on child care leave from 3<sup>rd</sup> August 2020 to 1<sup>st</sup> December 2020 (121 days).

*Noted and approved*

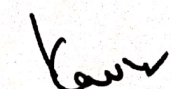
55. To report the fixation of pay of following employees in the revised pay scale under 7<sup>th</sup> CPC w.e.f. 01.01.2016 with next date of increment on 01.07.2016:

S. No.	Name	Designation	Pay fixed at Rs. Pay Level & Cell	DU letter no.
1	Ms. Deepti Khatri	Librarian	Rs.66,800/- Level 10, Cell 06	CS-I/III/7CPC(TS)/SSCBS/2019/449 dated 26.11.2020
2	Dr. Tribhuvan Kumar	Professional Assistant	Rs.82,400 Level 10, Cell 14	CS-III/009/7CPC/SSCBS/617 dated 26.11.2020/11.12.2020
3	Mr. Atul Bhardwaj	Technical Assistant	Rs.70,400 Level 6, Cell 24	CS-III/009/7CPC/SSCBS/2019/617 dated 27.11.2020/11.12.2020

  
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4	Mr. Imtiaz Ahmad	Technical Assistant	Rs.60,400 Level 6, Cell 19	CS-III/009/7CPC/SSCBS/2019/617 dated 02.12.2020/11.12.2020
5	Mr. Sanjay Batra	Junior Assistant	Rs.44,100 Level 5, Cell 15	CS-III/009/7CPC/SSCBS/2019/357 dated 04.08.2020/13.08.2020
6	Mr. Surender Kumar Dagar	Assistant	Rs.30,500 Level 4, Cell 7	CS-III/009/7CPC/SSCBS/2019/356 dated 06.08.2020/13.08.2020
7	Mr. Pushpender Prajapati	Library Assistant	Rs.25,200 Level 3, Cell 6	CS-III/009/7CPC/SSCBS/617 dated 26.11.2020/11.12.2020
8	Mr. Tulsi Ram Sharma	Laboratory Attendant	Rs.38,100 Level 5, Cell 10	CS-III/009/7CPC/SSCBS/2019/617 dated 01.12.2020/11.12.2020
9	Ms. Nidhi Arora	Laboratory Attendant	Rs.24,200 Level 1, Cell 11	CS-III/009/7CPC/SSCBS/2019/617 dated 01.12.2020/11.12.2020
10	Ms. Archana Pandey	Laboratory Attendant	Rs.24,200 Level 1, Cell 11	CS-III/009/7CPC/SSCBS/2019/617 dated 01.12.2020/11.12.2020
11	Mr. Jagdev Singh	Gestetner Operator	Rs.37,500 Level 4, Cell 14	CS-III/009/7CPC/SSCBS/2019/617 dated 01.12.2020/11.12.2020
12	Mr. Tapan Mandal	Office Attendant	Rs.28,400 Level 2, Cell 13	CS-III/009/7CPC/SSCBS/2019/617 dated 01.12.2020/11.12.2020
13	Mr. Karunesh Mishra	Safai Karamchari	Rs.24,200 Level 1, Cell 11	CS-III/009/7CPC/SSCBS/2019/617 dated 01.12.2020/11.12.2020



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14	Mr. Deepak Kumar	Safai Karamchari	Rs.22,800 Level 1, Cell 9	CS-III/009/7CPC/SSCBS/2019/617 dated 27.11.2020/11.12.2020
15	Mr. Suman Singh	Office Attendant	Rs.30,200 Level 3, Cell 12	CS-III/009/7th CPC/SSCBS/2020/ 406 dated 21.08.2020/09.09.2020
16	Mr. Umesh Dutt	Office Attendant	Rs.30,200 Level 3, Cell 12	CS-III/009/7th CPC/SSCBS/2020/ 406 dated 21.08.2020/09.09.2020
17	Mr. Bhupal Chand	Office Attendant	Rs.28,400 Level 2, Cell 13	CS-III/009/7CPC/SSCBS/2020/406 dated 21.08.2020/09.09.2020
18	Mr. Vishnu Prasad	Waterman	Rs.23,500 Level 1, Cell 10	CS-III/009/7th CPC/SSCBS/2020/406 dated 21.08.2020/09.09.2020

*Noted and approved*

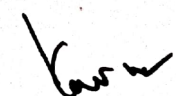
56. To report the E.C. Resolution No. 5 (5-6) dated 21/09/2020 with regard to coverage under Central Civil Services (Pension) Rules, 1972 in place of National Pension System, of those Central Government employees whose selection for appointment was finalized before 01/01/2004 but who joined Government service on or after 01/01/2004 and mobility of personnel amongst Central/State & Autonomous Bodies while working under Pensionable establishments. The following cases have been sent to the University for its consideration: **(Annexure - V)**

- (a).Dr. Ajay Jaiwal, Assistant Professor
- (b).Dr. Shikha Gupta, Assistant Professor
- (c).Mr. Sumit Lamba, Sr. P.A. to Principal

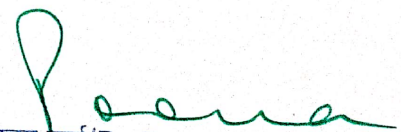
*Noted and approved*

57. To report the letter received from University of Delhi regarding grant of advance special festival package to government servants and special case package equivalent in lieu of LTC fare.

*Noted and approved*



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58. To report the letter no. CS-II/009/SSCBS/2020/503 dated 25 September / 14 October, 2020 received from the University of Delhi with regard to fixation of pay under ACP/ MACP of the following employees:

S. No.	Name of the Employee	Eligibility under MACP	Pay to be fixed with applicable Level & Cell with effective date	Remarks
1	Mr. Basant Lal Library Attendant	1 <sup>st</sup> ACP	Rs.3880/- (3200-4900)	Date of next increment 01.09.2005
		2 <sup>nd</sup> MACP	Rs.9910+2400 w.e.f. 01.09.2012	Date of next increment 01.07.2013
2	Mr. Mohinder Pal	1 <sup>st</sup> ACP	Rs.7620+2000 w.e.f. 01.11.2006	Date of next increment 01.07.2007
		2 <sup>nd</sup> MACP	Rs.10590+2400 w.e.f. 01.11.2014	Date of next increment 01.07.2015


*Noted and approved*

59. To report the letter no. CS-III/149/Circular/2020/278 dated 19 February/ 02 March, 2020 received from the University of Delhi with regard to revision of the core pay scale of "Library Assistant" from Rs.5200-20200 PB-I, GP-2000 to Rs.5200-20200 PB-I, GP 2400 (revised pay matrix Level-04 under 7th CPC w.e.f. 22<sup>nd</sup> January 2020 as notified by the University vide its notification no. Estab.III(ii)/DULS/Lib./Asstt./F-37/2019/3169 dated 27<sup>th</sup> January 2020.

*Noted and approved*

60. To report the letter no. Fin./Pen. Cell/2020/20954 dated 7<sup>th</sup> December 2020 received from the University of Delhi with regard to permitting the colleges to deal independently with respect to restoration /enhancement of pension with respective colleges as approve by the E.C. vide its resolution no. 27 dated 10.10.2020/21.10.2020.

*Noted and approved*



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61. To report the letter received from the Assistant Registrar (Colleges), University of Delhi bearing no. CB-II/Principal Apptt./2020/Cir. No. 69/729 dt. 28/12/2020 for re-designation of permanent Principal, in accordance with Ordinance XVIII Clause 7(2)(a) as **"Professor-Principal"**.

*Noted and approved*

62. To report the revised Criteria, I, IV & VI of AQAR for the period 2015-16 to 2018-19 as part of NAAC process for the second cycle. (**Annexure - W**)

*Noted and approved*

63. To report the temporary allotment of staff quarter to Mr. Vishnu Prasad, Waterman for the period 01/10/2020 to 03/12/2020 on his personal request dt.18/09/2020. Further, to report that the same has been vacated by him on 23/11/2020.

*Noted and approved*

64. To report the vacation of the staff quarter by Mr. Rakesh Kumar, Driver w.e.f. 24/12/20.

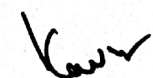
*Noted and approved*

65. To report the receipt of letter (ref. no. A&C/HQ/GRP/NDMC/2020-21/294 dated 24.11.2020) from The Deputy Assessor & Collector (GRP/HQ? North DMC. Assessment & Collection Department (GRP Cell), E-1 Block, 15<sup>th</sup> Floor, Dr SPM Civic Centre, Minto Road, New Delhi – 110002 for payment of Property Tax for the year 2020-21 amounting to Rs. 33,17,294/- (Thirty-Three Lakh Seventeen Thousand Two Hundred Ninety-Four) and subsequently payment of Property Tax to NDMC after received of Rs. 90 lakhs as grant for the year 2020-21 (Grant in aid general).

*Noted and approved*

66. Further, the payment of interest / late charges of Rs.63,443/- (upto December 2020) to NDMC for property tax of the college for the financial year 2020-2 may also be permitted.

*Noted and approved*



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67. To report the receipt of a letter (ref. no. WUSHC/2020/2197 dated 19.11.2020) from WUS health Centre, North Campus regarding reimbursement of Rs. 45000/- to Dr. Mona Verma for C-pap for her dependent parent.

*Noted and approved*

68. To report the action of the Chairperson for approving the Fee Structure and other Financial Implication for Second Cycle of Accreditation by NAAC as per the past practice. (Annexure - X)

*Noted and approved*

69. To report and approve the payment of retirement benefits to Mr. S.K. Jairath, who served as Administrative Officer, Voluntarily retired on 01.08.2020 as per details given below:

S. No.	Particulars	Amt Paid	Ch. No.	Date
1	Gratuity	1828845/-	400637	11.11.2020
2	Leave Encashment	978268/-	400637	11.11.2020

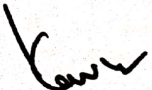
*Noted and approved*


70. To report and approve the payment of retirement benefits to Dr. Hamendra Kumar Porwal, who served as Associate Professor, Department of Management Studies Voluntarily retired on 01.01.2021 as per details given below:

S. No.	Particulars	Amt Paid	Ch. No.	Date
1	Gratuity	20,00,000/-	847358	06.01.2021
2	Leave Encashment	22,56,930/-	847358	06.01.2021

*Noted and approved*

71. To report and approve the payment of retirement benefits to Shri Manohar Lal, who served as Daftry retired on 30.09.20 as per details given below:

  
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S. No.	Particulars	Amt Paid	Ch. No.	Date
1	Gratuity	7,31,025/-	847351	05.01.2021
2	Commuted portion of pension	1,01,080/-	-	31.12.2021

*Noted and approved*

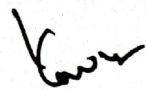
72. To report and approve the payment of revised retirement Benefits to Ms. Kavita Kapoor, who served as Associate Professor, Voluntary retired on 01.01.2018 as detailed below:-

S. No.	Particulars	Amt Paid	Ch. No.	Date
1	Gratuity	10,00,000/-	847351	05.01.2021
2	Leave Encashment	1,71,994/-	947351	05.01.2021

*Noted and approved*

73. To report the Final Withdrawal out of Employees Provident Fund account in respect of following employees of the college:

S. No.	Name	Designation	Amount	Date	Purpose
1	Umesh Dutt	Dafttry	200000/-	05.11.2020	Repair of House
2	Mr. Drigpal Yadav	Dafttri	500000/-	05.10.2020	Daughter Marriage
3	Krishan Pal	Safai Karamchari	60000/-	05.11.2020	Repair of House
4	Basant Lal	Lib. Attendant	20000/-	05.10.2020	Higher education of Child
5	Baleshwar	Mali	200000/-	05.10.2020	Repair of House
06	S.K. Jairath	Ex-A.O	338424/-	01.10.2020	Vol Ret on 01.08.2020



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07	Kavita Kapoor	Ex-associate Prof.	314773/-	01.10.2020	Final payment on retirement
08	Manohar lal	Ex-dafttri	4740/-	01.10.2020	-do-
09	Late Shri Pradeep Verma	Ex-Assistant	77287/-	05.10.2020	Expired

*Noted and approved*

74. To report the Investments/Re-investments, based on the recommendations of the P.F. Committee, with the following details:

S. No.	Date of Investment	Amount of Investment	Rate of Interest	Period of Investment	Bank	Out of Account
1	13.11.2020	6046760/-	5.40%	5 years	SBI	P.F. Account
2	01.10.2020	593000/-	5.40%	5 years	-do-	-do-
3	27.10.2020	690878/-	5.40%	5 years	-do-	-do-
4	27.10.2020	786066/-	5.40%	5 years	-do-	-do-
05	05.10.2020	634065/-	5.40%	-do-	-do-	-do-
06	13.11.2020	698395/-	5.40%	-do-	-do-	-do-

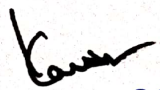
*Noted and approved*


75. To report and approve the payment of Rs.20,96,765/- to the Ad-hoc Faculty members for the summer vacation period from 13/06/2020 to 09/08/2020 as per the University of Delhi Ordinance XI Point No. 3 (Page no. 360) (Annexure - Y).

*Noted and approved*

76. To consider and approve the recommendations of the Screening-cum-Evaluation Committee meeting held on 23<sup>rd</sup> November 2020 for promotion of the following faculty member of the Department of Computer Science from stage II to stage III (Pay level 11 to 12) w.e.f. the date mentioned against his name: (Annexure - Z)

S. No.	Name	Assessment Period	Orientation Programme and Refresher Course	Date of Eligibility for Promotion
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			Done during the period (Yes / No)	
1	Dr. Sameer Anand	22-04-2009 to 21-04-2014	Yes	22-04-2014

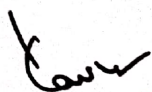
*Noted and approved*


77. To consider and approve the recommendations of the Screening-cum-Evaluation Committee meeting held on 25<sup>th</sup> November 2020 for promotion of the following faculty members of the Department of Financial Studies from Stage I to Stage II (Pay level 10 to 11) w.e.f. the dates mentioned against their names: **(Annexure - AA)**

S. No	Name	Assessment Period	Date of Eligibility for Promotion	Remarks
1	Dr. Kumar Bijoy	02/06/2008 to 01/06/2014	02/06/2014	
2	Dr. Sushmita	29/07/2013 to 30/07/2017	31/07/2017	
3	Dr. Abhishek Tandon	23/07/2012 to 13/08/2017	14/08/2017	
4	Mr. Amit Kumar	13/01/2011 to 20/01/2017	21/01/2017	Conditional subject to completion of one refresher course and one orientation upto 17 <sup>th</sup> July 2021 as per promotion scheme CAS 2018.

*Noted and approved*

78. To consider and approve the recommendations of the Screening-cum-Evaluation Committee meeting held on 2<sup>nd</sup> December 2020 for promotion of the following faculty members of the Department of Management Studies from Stage I to Stage II (Pay level 10 to 11) w.e.f. the dates mentioned against their names: **(Annexure - AB)**

  
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 डॉ. पूनम वर्मा/Dr. Poonam Verma  
 सदस्य सचिव, प्रबन्ध समिति  
 Member Secretary, Governing Body  
 शाहीद सुखदेव कॉलेज ऑफ बिजनेस स्टडीज  
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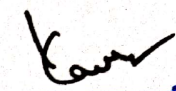
S. No.	Name	Assessment Period	Date of Eligibility for Promotion
1	Mr. Neeraj Kumar	18/06/2010 to 17/06/2016	18/06/2016
2	Ms. Kishori Ravi Shankar	01/09/1992 to 02/06/2014	03/06/2014
3	Dr. Rishi Rajan Sahay	July 2009 to 02/06/2014	03/06/2014
4	Dr. Amrina Kausar	20/08/2009 to 01/06/2014	02/06/2014
5	Dr. Mona Verma	23/01/2010 to 01/06/2014	02/06/2014
6	Dr. Nidhi Kesari	10/02/2010 to 01/06/2014	02/06/2014
7	Ms. Paridhi	27/07/2011 to 03/08/2017	04/08/2017
8	Mr. Tushar Marwaha	03/06/2014 to 02/06/2020	03/06/2020
9	Mr. Narander Kumar Nigam	12/02/2013 to 29/10/2019	30/10/2019
10	Mr. Raj Kumar	03/08/2012 to 06/08/2018	07/08/2018
11	Ms. Saumya Jain	03/01/2013 to 15/01/2019	07/10/2019

*Noted and approved*


79. To consider and approve the recommendations of the Screening-cum-Evaluation Committee meeting held on 2nd December 2020 for promotion of the following faculty members of the Department of Management Studies from Stage II to Stage III (Pay level 11 to 12) w.e.f. the dates mentioned against their names: (**Annexure - AC**)

S. No.	Name	Assessment Period	Date of Eligibility for Promotion
1	Dr. Rishi Rajan Sahay	03/06/2014 to 02/06/2019	15/06/2019
2	Dr. Amrina Kausar	02/06/2014 to 01/06/2019	29/10/2020
3	Dr. Nidhi Kesari	02/06/2014 to 01/06/2019	01/12/2019

*Noted and approved*



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80. To consider and approve the recommendations of the Screening-cum-Evaluation Committee meeting held on 3<sup>rd</sup> December 2020 for promotion of following faculty members of the Department of Computer Science from Stage I to Stage II (Pay level 10 to 11) w.e.f. the date mentioned against his name: **(Annexure - AD)**

S. No.	Name	Assessment Period	Date of Eligibility for Promotion	Remarks
1	Mr. Onkar Singh	16/07/2009 to 02/12/2014	03/12/2014	-----

*Noted and approved*

81. To consider and approve the recommendations of the Screening-cum-Evaluation Committee meeting held on 3<sup>rd</sup> December 2020 for promotion of the following faculty members of the Department of Computer Science from Stage II to Stage III (Pay level 11 to 12) w.e.f. the dates mentioned against their names: **(Annexure - AE)**

S. No.	Name	Assessment Period	Date of Eligibility for Promotion	Remarks
1	Dr. Anamika Gupta	18/07/2007 to 17/07/2012	18/07/2012	
2	Dr. Shikha Gupta	11/01/2008 to 10/01/2013	11/01/2013	Promoted under CAS 2010
3	Dr. Ajay Jaiswal	18/11/2006 to 17/11/2011	18/11/2011	

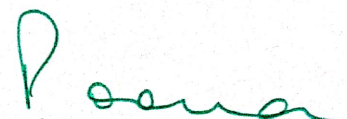
*Noted and approved*

82. To consider and approve the confirmation of Ms. Shikha Gupta, Assistant Professor in the Department of Computer Science w.e.f. the date of clearing her NET examination i.e. 15/11/2006 as her regularization of appointment was intimated vide University letter no. CB.I/Misc/H/2010/66/2457 dated 13/16/17, April 2020.

*Noted and approved*



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**SUPPLEMENTARY AGENDA**

1. To place the report of the AQAR of the college for the year 2019-20. (Annexure-AF)

*Approved*

2. To consider the request received from M/s M.S. Overseas who is running a Nescafe kiosk in the college premises for waiving off the licence fee from 18<sup>th</sup> March, 2020 as the store was closed due to COVID-19 pandemic.

*Approved*

3. To approve the procurement of ID card printing hardware (including software) for in house printing of students/staff/pensioners identity cards. The procurement will be done as per GFR 2017 out of APC fund. The estimates cost for the same is Rs. 70,000/-.

*Approved*

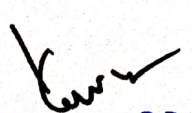
4. To consider the payment of Transport Allowance to Dr. Poonam Verma, Principal in her salary in lieu of hiring taxi services from January till March 2021 in view of the current situation arising out of the COVID 19 pandemic. The Chairperson, Governing Body has already extended the approval for grant of Transport Allowance to her till December 2020.


*Approved for six months till she is not using taxi services during the current COVID-19 pandemic time.*

**ANY OTHER ITEM WITH THE PERMISSION OF THE CHAIR**

Dr. Kavita A. Sharma, Chairperson, Governing Body placed on record a letter bearing No. CR-VIG./069/B/Disc./2019/2786 dt. 25/11/2020 addressed to her by the Chief Vigilance Officer, University of Delhi regarding Report of the Fact Finding Committee constituted by Prof. Pankaj Sinha, former Governing Body Chairman, SSCBS consisting of experienced members with diverse background like a retired Principal of DU college, University Representative on the Governing Body of SSCBS, Joint Secretary (retired) and a Chartered Accountant.

The facts of the case were informed to all the Governing Body members and the conclusion of the Fact Finding Committee was shared which read as follows

  
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***“Dr. Poonam Verma was trapped by the broker for increasing his own brokerage and was a victim of fraud by the broker acting with ill intentions”***

The Governing Body was unanimously of the view that further processing of this matter is not required and it was resolved that the University authorities be informed accordingly about the decision of the Governing Body in this matter.

Copy of the entire set of documents was provided to Mr. Vivek Bansal and Mr. Praveen Kumar Bharti on their request.

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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