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

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

Following members attended the meeting:

1. Dr. Kavita A. Sharma, Chairperson
2. Dr. Nagendra Shreeniwas, Treasurer
3. Mr. Praveen Kumar Bharti, Member – Attended online
4. Mr. Vivek Bansal, Member
5. Prof. Ramesh C. Gaur, Member – Attended online
6. Prof. S.C. Rai, University Representative
7. Prof. Sanjay Sehgal, University Representative – Attended online
8. Dr. Ajay Jaiswal, Teacher Representative (More than 10 years' service category)
9. Ms. Paridhi, Teacher Representative (Less than 10 years' service category)
10. Mr. Surender Kumar Dagar – Non-Teaching Staff Representative (Special Invitee)
11. Dr. Poonam Verma – Principal/Member Secretary

At the outset, Principal introduced Ms. Paridhi, Teacher Representative under less than 10 years' service category on the Governing Body who has been nominated by the University in place of Dr. Nidhi Kesari whose term had ended. Principal then introduced Mr. Surender Kumar Dagar as non teaching staff representative (Special Invitee) in place of Dr. Tribhuwan Kumar whose term had ended.

The Governing Body thanked the outgoing members for their contribution to the college and welcomed the new members on the college Governing Body.

Agenda for the meeting of the Governing Body to be held on **August 11, 2021 at 11:30 am** in the college premises is as follows:

- I. To place on record, the observations received on the minutes of the Governing Body meeting held on 11/01/21 and to confirm the minutes of the Governing Body said meeting.

Observations were read out in the meeting. The minutes of meeting dt. 11/01/21 were confirmed with the inclusion of the observations and the dissent of two members (Sh. Vivek Bansal & Sh. Praveen Bharti vide their email dt. 21/01/21).

Kavita

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Poonam

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II. Report of the "Action Taken" on the minutes of the Governing Body meeting held on 11/01/2021.

RESOLUTION	ACTION TAKEN
I Action Taken on meeting dt. 20/07/20	Matter of record
II Item No. 1 New Pattern of Assistance	Reminder letter sent to DHE as per the directions of the GB vide letter bearing no. SSCBS/Accounts/2020-21/999 dt. March 10, 2021. Reply of the same is still awaited from DHE.
Item No. 2 to 3	Matter of record
Item No. 4 Creation of posts	Proposal sent to DHE vide letter no. SSCBS/Accounts/2020-21/705 and 707 dated January 15/ 18, 2021 and letter bearing no. SSCBS/Accounts/2021-22/961 dt. 01/02.03.21. The response is still awaited.
Item No. 5 Housekeeping Services	Proposal sent to DHE vide our letter bearing no. SSCBS/Office/2021-22/149 dt. June 28, 2021 and response for the same is still awaited from DHE.
Item No. 6 Alumni Relations and Outreach Cell (AROC) for establishing a cloud based Alumni Office Automation cum Engagement Platform through M/s ALMA SHINES	MOU has been signed between the parties
Item No. 7 Engaging a guest faculty for enhancing the employability skills.	A guest faculty was engaged for 30 hours workshop to enhance the employability skills of the students
Item No. 8 Purchase of subscription for Prowess Dx database from CIME.	As per recommendations of the Finance committee a negotiation committee has been constituted for purchase of Prowessdx database and work is in process
Item No. 9	Matter of Record

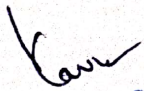
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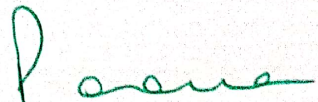
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Item No. 10 Hostel Warden Allowance out of Hostel Account in place of Maintenance Grant Account and amount be transferred to Maintenance Grant Account.	Amount transferred to Maintenance Account as approved by the Governing Body in its meeting held on Jan 11, 2021
Item No. 11 & 12	Matter of Record
Item No. 13	Recommendations of the Finance Committee is enclosed at point no. 4
Item No. 14	Recommendations of the Hostel Management Committee is enclosed at point no. 3
Item No. 15 to 18	Matter of Record
Item No. 19	Recommendations of the Finance Committee is enclosed at point no. 4
Item No. 20 Purchasing of database software in the Library from the library grant 2020-21	Under Process
Item No. 21 to 26	Matter of Record
Item No. 27 Opening of a Treasury Single Account (TSA) with the Reserve Bank of India	A filled up form has been sent to UGC (by hand) for opening of the TSA. Response from the UGC is still awaited.
Item No. 28	Matter of Record
Item No. 29 Acquiring the services of 03 MTS as per GFR rules	The process has been completed and three MTS hired from M/s C.S. Datamation Research Services Pvt. Ltd.
Item No. 30 Installation of Automation Software in colleges	Matter is under process
Item No. 31 to 36	Matter of Record
Reporting Items Item No. 37 to 82	Matter of Record


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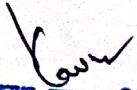
Supplementary Agenda Item No. 1 to 2	Matter of Record
Item No. 3	An Identity Card printing hardware purchased
Procurement of ID card printing hardware (including software) for in house printing of students/staff/pensioners identity cards.	through GeM for Rs.60,000/-
Item No. 4 payment of Transport Allowance to Dr. Poonam Verma, Principal in her salary in lieu of hiring taxi services from January till March 2021	Matter of record
ANY OTHER MATTER WITH THE PERMISSION OF THE CHAIR	Matter of record

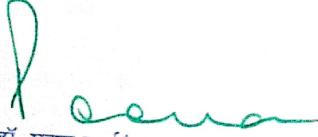
Resolved that 'Action Taken' on the minutes of the Governing Body meeting held on 11th January, 2021 be recorded.

In reference to point II Item no. 1 of GB meeting dt. 11/01/21 regarding new Pattern of Assistance, the Governing Body took cognizance of University of Delhi letter bearing No. CB.II/GIA-DG Colleges/2021/521 dt. 15.03.2021 received from University of Delhi regarding guidelines for use of Students Society Fund and further resolved that being a constituent college of University of Delhi, the college has to follow and adhere to the University of Delhi Statutes, Ordinance, Acts and rules, & regulations and notification in this regard in letter & spirit. However, one member namely Mr. Vivek Bansal expressed a different view on this.

In reference to pt. no. 6 & 20 regarding purchase of software for alumni & Library, as these are proprietary items so the GFR as applicable for this category of product/services to be followed.

The Governing Body further suggested for item no. 30 regarding installation of automation software in colleges, efforts be made to develop an in-house software which can be customized keeping in mind the institution needs.


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- III. Matter, if any, arising out of the Minutes of the meeting of the Governing Body meeting held on 15.06.2020 & 11.01.2021

EXTRACTS OF THE MINUTES OF THE MEETING OF THE GOVERNING BODY HELD ON 15 JUNE, 2020

30. To consider the request of Mr. S.K. Jairath, Administrative Officer vide his application dt. 15/05/20 for taking voluntary retirement from services w.e.f. 01/08/2020 and request to waive off the short notice period of 14 days out of the total notice period of three months.

OLD RESOLUTION:

Approved and Governing Body waived off the short notice period of 14 days. It was resolved that the post of Administrative Officer be filled on deputation basis till the process of permanent recruitment is completed.

MODIFIED RESOLUTION:

30. The Governing Body approved the request of Mr. S.K. Jairath for taking voluntary retirement from services of the college with his last working day in college as 31st July, 2020 and VRS w.e.f. 1st August, 2020. The Governing Body also waived off the short notice period of 14 days. It was further resolved that the post of Administrative Officer be filled on deputation basis till the process of permanent recruitment is completed.

Modified Resolution approved

EXTRACTS OF THE MINUTES OF THE MEETING OF THE GOVERNING BODY HELD ON 11 JANUARY, 2021


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

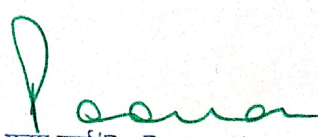
Noted and approved

MODIFIED RESOLUTION:

Noted and approved the VRS of Dr. H.K. Porwal w.e.f. 1st January, 2021 and with his last day of working in the college as 31st December, 2020.

Modified Resolution approved


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IV. MAIN AGENDA ITEMS FOR MEETING DT. AUGUST 11, 2021

1. To report the submission of Self Study Report (SSR) to NAAC for the 2nd cycle accreditation by the college.

The Governing Body applauded the efforts of the entire college fraternity for its timely submission of Self Study Report for 2nd cycle of NAAC accreditation. The Governing Body further congratulated all the staff members for being ranked the number one college in business education. The Principal also put on record the contribution of the Governing Body in steering and taking the college to higher heights under the leadership of the present Chairperson Dr. Kavita A Sharma. The college benefited from her rich academic & administrative experience.

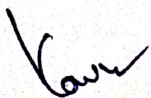
2. To consider and approve the recommendations of the Hostel Management Committee Meeting held on February 12, 2021 & August 06, 2021. The recommendations of the same were placed before the Finance Committee. (Annexure-I).

The Governing Body approved the recommendations of the Hostel Management Committee and reinforced that the repairs be done through the Hostel Fund and the same be carried out through PWD. It further resolved that feasibility of running the hostel for limited number of students be explored in the college, failing this, in case this is not feasible work out for a common hostel pooling system with other colleges' hostel facility. Fee structure should be worked out keeping in mind partial/full occupancy in the hostel.

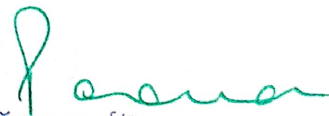
3. To consider and approve the recommendations of the Building Committee meeting held on August 05, 2020 & August 06, 2021. The recommendations of the same were placed before the Finance Committee. (Annexure-II).

The Governing Body approved the recommendations of the Building Committee and resolved, keeping in mind the essential requirement of the college and not to hamper its smooth functioning, the expenditure be incurred from the college APC Fund.

Further, it was directed that DHE, GNCTD should be approached for reimbursing the said amount as these are approved set of expenditures for which DHE had been releasing the grant in the past.



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4. To consider and approve the recommendations of the Finance Committee Meeting held on February 12, 2021 & August 06, 2021. (Annexure-III).

Approved. The Governing Body reiterated to follow the GFR including for the items of purchase which are of proprietary nature.

The point regarding Annual Audited Accounts was inadvertently missed out in the minutes of the Finance Committee meeting whereas the same was a part of the agenda and was discussed in the meeting and approved.

5. To report and approve the Annual Audited Accounts for the Financial year 2020-2021 as recommended by the Finance Committee in its meeting held on 6th August, 2021. (Annexure-IV).

Approved

6. To consider and approve the appointment of the following ad-hoc faculty members on the recommendation of the Teacher-in-charge w.e.f. the dates mentioned against their names as per University of Delhi rules:

S. No.	Name	Date of appointment
1	Ms. Pratibha Maurya	w.e.f. 14/08/2021 for 120 days
2	Ms. Vijay Lakshmi	w.e.f. 14/08/2021 for 120 days

The Governing Body resolved that as these teachers were already working in the college on adhoc basis, their re-appointment be approved

7. To approve and revalidate the panel of guest faculty for one more year (2021-22) who were appointed by the duly constituted Selection Committee by the University of Delhi for the AECC papers titled "Environmental Science" and "English". The panel has already been approved by the Governing Body in its meeting held on 11th January, 2021.

The Governing Body resolved to seek clarification from the University of Delhi regarding any change in the eligibility qualification of the guest faculty. In case there is no change, the panel as recommended by the duly constituted Selection Committee in its meetings held on 27/11/20 (for Environmental Science) and 01/12/20 (for English) be re-validated for another calendar year.

Kaur

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8. To consider and approve the recommendations of the Library Committee for filling up of two posts of Library Assistant and Library Attendant against sanctioned the post on contractual basis as an interim arrangement until the regular appointment as per the recruitment rules of University of Delhi.

Approved

9. To consider and approve the request received from M/s Kuldeep Singh Bhandari for extending the term for one more year for operating the photocopier shop in the college premises from 15/02/2021 to 14/02/2022 on the same terms & conditions.

The GB approved the extension of the contract for another year on similar terms and conditions. This was done due to the exceptional circumstances arising out of the current pandemic situation.

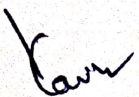
10. To consider and approve the recommendations of the Head of the Departments and Wardens on the request received from the faculty and staff for reopening the services of Nescafe outlet managed by M/s M.S. Overseas, whose contract was for a period w.e.f. 4th October, 2017 upto 3rd September, 2020 with a provision for a further extension of two more years at the discretion of the college with same terms & conditions.

The GB approved the extension of the contract for another year on similar terms and conditions. This was done due to the exceptional circumstances arising out of the current pandemic situation.

11. To consider and approve the recommendations of the Library Committee for renewal of contract of AMC for photocopy machine placed in the library through M/s Laxmi Technology for a period of one more year w.e.f. May 1, 2021 to April 30, 2022 as per the previous terms and conditions.

The GB approved the extension of the contract for another year on similar terms and conditions. This was done due to the exceptional circumstances arising out of the current pandemic situation.

12. To report the letter no. F.3/2/2020-AC/575-608 dated 17/02/2021 received from the Finance Department, GNCTD for assigning the additional charge of Shaheed Sukhdev College of Business Studies to Mr. Rakesh Kumar Sharma, Sr. A.O., presently working at Babu Jagjeewan Ram Hospital. Mr. Rakesh Sharma has reported to the college w.e.f. 24/02/2021 (**Annexure – V**)



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13. To report the letter no. CBS-III/Misc./Apptt.AO/DG Colleges/2021/997 dated 24/03/2021 received from the Joint Registrar (Colleges), University of Delhi, Delhi-110007 with regard to the posting of 12 officials of various Institutions to work as Senior A.O. / AO in 12 Colleges fully funded by the Govt. of NCT of Delhi. (Annexure – VI)

Resolution for pt. no. 12 & 13: The Governing Body noted the appointment of Mr. Rakesh Kumar Sharma as Sr. AO by the Delhi government.

The Governing Body further took cognizance of the University letter and reiterated that college is bound by the University of Delhi Statutes, Ordinance, Acts and rules, & regulations and notification in this regard and directed the college administration to write to DHE, GNCTD regarding the same.

14. To consider and approve the request received from Ms. Madhu Totla, Assistant Professor Department of Management Studies for extension of study leave from 20th July 2021 to 19th July 2022 on the recommendation of her Supervisor.

Approved as per DU rules

15. To consider and approve the request received from Mr. Ramesh Kumar, Assistant Professor Department of Management Studies for extension of study leave from 20th July 2021 to 19th July 2022 on the recommendation of his Supervisor.

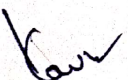
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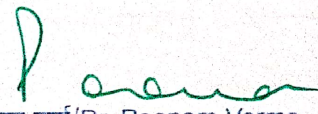
16. To place and approve the Stock Verification Committee reports of the following for the year 2020-21:

- Physical Stock Verification of the Library Books for the year 2020-21. (Annexure-VII)
- Computers and peripherals. (Annexure – VIII)
- Physical stock verification of furniture and fixtures of the college (Annexure - IX)

Approved. The Governing Body further resolved the following for the above three points:

Pt. a - Physical Stock Verification of the Library Books: Distinction should be made between books lost and books misplaced.


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Pt. b – Computer and peripherals: The Stock Verification Report of the computers and peripherals was noted and approved, however, it was mentioned that for the items which were misplaced it was necessary to mention the year of purchase of computers and as it was apparent that computers have already become obsolete and now are lost they be deleted from the list and for the other items which need to be condemned as per the Stock Verification Report the process of condemnation be followed as per the DU rules.

Pt. c – Physical stock verification of furniture and fixtures: The college should seriously look into charging depreciation for the fixed assets based on the general principle of accounting. The clarification for this be sought from the University of Delhi as well.

17. To consider and approve the removal of various items of furniture & fixtures from the books of accounts as per (**Annexure - X**), which were handed over to Delhi Technological University (DTU) at the time of shifting of college from Vivek Vihar to Rohini. The same was reported in the Governing Body in its meeting held on 20th July 2020.

Approved

18. To consider and approve the recommendations of the Library Committee for usage of library resources and services by the retired college staff that they can avail the library facility after retirement by borrowing the total number of five books at a time for one month.

The Governing Body resolved that some amount be taken in the form of security deposit for issuance of books. However, for in-house reading purposes the retired staff be allowed to use the facility. It was further resolved that access to e-resources/database of Library should be made available to the retired staff on case to case basis as the priority be given to the existing students and staff first.

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19. To consider and approve the counting of past services of Mr. Ajitabh Saxena, Section Officer (Accounts) rendered by him at the following places on deputation basis:

S. No.	Designation	Place	Period	Remarks
1	Administrative Officer	Maharaja Agrasen College, DU	01/02/2019 to 06/03/2019	Amount of . Rs. 7365/- recd. as leave contribution vide NEFT IDIBH21099131564 dated 09.04.2021
2	Accounts Officer	AIIMS, New Delhi	08/03/2019 to 03/12/2019	Amount of Rs. 54216/- recd. from AIIMS as leave contribution vide ch. no. 404692 dt. 28.1.20

Approved as per University of Delhi rules

20. To consider and approve the counting of past services of Mr. Sanjay Batra, Jr. Assistant rendered by him at ICSSR on deputation basis as per details mentioned below:

S. No.	Designation	Place	Period	Remarks
1	UDC	Indian Council of Social Science Research	12/06/20 to 31/01/21	Amount of . Rs. 39,167/- as Leave Salary contribution and Rs. 56,369/- as Pension Contribution to be received vide PFMS ID C072125385263 dated 26.07.21

Approved as per University of Delhi rules

21. To consider and approve the fee of Rs.50/- to be collected from the students of each year for the issuance of Identity Card for each year of their study.

Approved

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22. To consider the request received from Ms. Archana Pandey for converting her Child Care Leave taken from 09/11/20 to 28/12/20 into Earned Leave.

The Governing Body directed the college administration to seek clarification from University of Delhi regarding the rule on conversion of CCL to EL as the request made by the staff was past three months of availing the leave.

23. To consider and approve the invitation received to Dr. Poonam Verma from Jagan Institute of Management Studies (JIMS) to be an honorary member in their Academic Advisory Council for a period of two years w.e.f. July 2021 to June 2023.

Approved

V. **REPORTING ITEMS**

24. To report the letter no. CS-I/(111)/Misc./SSCBS/2021/690 dated 15/02/2021 received from the Assistant Registrar (Colleges), University of Delhi, Delhi-110007 with regard to Incentives for Ph.D./ M.Phil. and other Higher Qualifications (**Annexure – XI**)

Noted and approved

25. To report and approve the request received from Dr. Deepti Khatri, Librarian for grant of three advance increments as per University of Delhi rules on acquiring Ph.D. degree.

Noted and approved

26. To report the letter no. letter No. Estab.I/051/DA/2019/04/2598 dated 20.07.2021 for enhancement and payment of Dearness Allowance and office memorandum no. 42/07/2021-P&PW(D) dated July 22, 2021 for Dearness Relief to the employees of the University at the rate of 28% w.e.f. 1st July 2021.

Noted and approved

27. To report the letter no. letter No. 25-4/2007(CU) dated 29th July 2021 for implementing the recommendations of the seventh Central Pay Commission relating to grant of House Rent Allowance (HRA) from 24% to 27% w.e.f. 1st July 2021.

Noted and approved

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28. To report the letter no. CBS-II/GIA-DG Colleges/2021/521 dated 15/03/2021 received from the Joint Registrar (Colleges), University of Delhi, Delhi-110007 with regard to guidelines for use of Student Society Fund (**Annexure – XII**)

Noted and approved

29. To report the action taken of cost benefit analysis on implementation of RFID technology and to seek the further guidance of the Governing Body on the same. (Minutes of Library Committee enclosed as (Annexure - XIII).

The Library Committee after doing the cost benefit analysis recommended that implementation of RFID technology is very high to the tune of Rs. 16 lakhs and keeping in mind the number of students in the college and the benefits incurred even after implementing the RFID technology is not proportionate to the total amount proposed for the same. As per the suggestion given by Prof. Ramesh C. Gaur, a RFID proposal was prepared which was emailed to all the college alumni for sponsoring this project and the same proposal was also uploaded on the college website, however, there were no sufficient responses from the alumni to sponsor this project except two alumni who agreed to sponsor Rs. 55,000/- only in total. The Library Committee, therefore, recommended that this project can be considered in future.

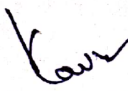
The Governing Body noted and approved the recommendations of the Library Committee.

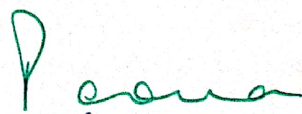
30. To consider and approve the recommendations of the Screening-cum-Evaluation Committee duly constituted as per DU rules and regulations:

- i) Meeting held on 25th January, 2021 for promotion of the Librarian of the college from stage I to stage II (Pay level 10 to 11) w.e.f. the date mentioned against her name:

S. No.	Name	Assessment Period	Orientation Programme and Refresher Course Done during the period (Yes / No)	Date of Eligibility for Promotion
1	Ms. Deepti Khatri	12/10/2011 to 11/10/2016	Yes	12-10-2016

Approved


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- ii) Meeting held on 5th February, 2021 for promotion of the following faculty member of the Department of Financial Studies from stage II to stage III (Pay level 11 to 12) w.e.f. the date mentioned against his name:

S. No.	Name	Assessment Period	Orientation Programme and Refresher Course Done during the period	Date of Eligibility for Promotion
			(Yes / No)	
1	Dr. Kumar Bijoy	2014-2021	Yes	04-01-2021

Approved

- iii) Meeting held on 26th February, 2021 for promotion of the following faculty member of the Department of Computer Science under CAS 2018 from stage I to stage II (Pay level 10 to 11) w.e.f. the date mentioned against her name:

S. No.	Name	Assessment Period	Date of Eligibility for Promotion
1	Dr. Sonika Thakral	July 2006 to 02 December 2014	03/12/2014

Approved

- iv) Meeting held on 26th February, 2021 for promotion of the following faculty members of the Department of Computer Science under CAS 2018 from stage II to stage III (Pay level 11 to 12) w.e.f. the date mentioned against their names:

S. No.	Name	Assessment Period	Date of Eligibility for Promotion
1	Dr. Sonika Thakral	03/12/2014 to 02/12/2019	03/12/2019
2	Mr. Onkar Singh	03/12/2014 to 23/12/2020	24/12/2020

Approved

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- v) Meeting held on 26th February, 2021 for promotion of the following faculty members of the Department of Computer Science under CAS -2010/2018 from stage III (Assistant Professor) to Associate Professor (Pay level 12 to 13 A) w.e.f. the date mentioned against their names:

S. No.	Name	Assessment Period	Date of Eligibility for Promotion	Remarks
1	Dr. Anamika Gupta	18/07/2012 to 17/07/2015	18/07/2015	Promoted under CAS 2018
2	Dr. Ajay Jaiswal	18/11/2011 to 17/11/2014	18/11/2014	Promoted under CAS 2018
3	Dr. Shikha Gupta	27/03/2013 to 26/03/2016	27/03/2016	Promoted under CAS 2010

Approved

- vi) Meeting held on 26th February, 2021 for promotion of the following faculty member of the subject Operational Research in the Department of Computer Science under CAS - 2018 from stage III (Assistant Professor) to Associate Professor (Pay level 12 to 13 A) w.e.f. the date mentioned against his name:

S. No.	Name	Assessment Period	Date of Eligibility for Promotion
1	Dr. Sameer Anand	22-04-2014 to 21-04-2017	22-04-2017

Approved

- vii) Meeting held on 25th March, 2021 for promotion of the following faculty members of the Department of Management Studies under CAS 2018 from stage I to stage II (Pay level 10 to 11) w.e.f. the date mentioned against their names:

S. No.	Name	Assessment Period	Date of Eligibility for Promotion
1	Mr. Ramesh Barpa	2013-2018	26/07/2018
2	Ms. Madhu Totla	19/10/2011 to 23/12/2017	24/12/2017
3	Mr. Abhimanyu Verma	24/08/2013 to 03/01/2021	04/01/2021

Approved

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- viii) Meeting held on 25th March, 2021 for promotion of the following faculty members of the Department of Management Studies under CAS 2018 from stage II to stage III (Pay level 11 to 12) w.e.f. the date mentioned against their names:

S. No.	Name	Assessment Period	Date of Eligibility for Promotion
1	Ms. Kishori Ravi Shanker	2014-15 to 2020-21	04/03/2021
2	Dr. Mona Verma	2014 - 2020	08/12/2020

Approved

31. To report the fixation of pension of following employees in the revised pay scale under Pension/7CPC w.e.f. the dates mentioned against their names:

S. No.	Name	Designation	Basic Pension fixed at Rs. from	DU letter no.
1	Dr. H.K. Porwal	Ex-Associate Professor	Rs.96,450/- w.e.f. 02/01/2021 (Letter written to DU for change of date to 01/01/2021)	Fin./Pen.Cell/F-67/2020/1052 dated 10/15, March 2021
2	Mr. Surender Kumar Jairath	Ex-Administrative Officer	Rs.43,700/- w.e.f. 02/08/2020 (Letter written to DU for change of date from 01/01/2021)	Fin./Pen.Cell/F-67/2020/1052 dated 10/15, March 2021
3	Dr. Tanuja Sharma	Ex-Associate Professor	Rs.67,650/- w.e.f. 01/01/2016	Fin./Pen.Cell/F-67/2021/1052 dated 9/15, March 2021

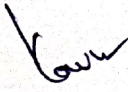
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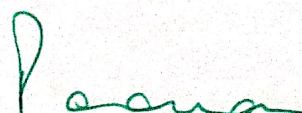
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4	Mr. Mohd. Ahmad	Ex-Caretaker	Rs.19,700/- w.e.f. 01/01/2016	Fin./Pen.Cell/F-67/2021/1130 dated 18/25, March 2021
5	Ms. Devender Kaur Sachdeva	Ex-Technical Assistant	Rs.26,800/- w.e.f. 01/01/2016	Fin./Pen.Cell/F-67/2021/1130 dated 17/25, March 2021
6	Mr. Ramesh Chand Saini	Ex-Semi Professional Assistant	Rs.26,000/- w.e.f. 01/01/2016	Fin./Pen.Cell/F-67/2021/1130 dated 18/25, March 2021
7	Smt. Anita Devi W/o Late Sh. Gopal Singh	W/o Ex-Driver	Enhanced Family Pension Rs.14,800 w.e.f. 01/01/2016 to 09/03/2019 Normal Family pension Rs.9,000/- w.e.f. 10/03/2019 onwards	Fin./Pen.Cell/F-67/2021/1130 dated 18/25, March 2021
8	Mr. Mohinder Pal (7CPC)	Library Attendant	Rs.35,300/- w.e.f. 01/01/2016	CS-III/009/7CPC/SSCBS/2021 / 1139 dated 5/8, April 2021
9	Mr. Mohinder Pal (Pension)	Ex-Library Attendant	Rs.20,500, w.e.f. 01/06/2021	Fin./Pen.Cell/F-67/2021/2069 dated 27 th July, 2021
10	Mr. Jagdev Singh	Ex-G.O.	Rs.19,300/- w.e.f. 01/11/2016	Fin./Pen.Cell/F-67/2021/1602 dated 22, June 2021
11	Mr. S.S. Gulshan	Ex-Principal	Rs.72,100/- w.e.f. 01/01/2016	Fin./Pen.Cell/F-67/2021/1713 dated 29, June 2021


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12	Mr. Harbhajan Singh	Ex-Driver	Rs.21,400/- w.e.f. 01/02/2016	Fin./Pen.Cell/F-67/2021/1712 dated 7, July 2021
13	Ms. Savita Verma W/o Late Mr. Pradeep Verma	W/o Ex-Assistant	Rs.27,600/- w.e.f. 23/08/2020 to 22/08/2030	Fin./Pen.Cell/F-67/2021/1711 dated 30, June 2021
14	Ms. Kavita Kapur	Ex- Associate Prof.	Rs.85,700, w.e.f. 01/01/2018	Fin./Pen.Cell/F-67/2021/2068 dated 4, August 2021

Noted and approved

32. To report the fixation of pay of Mr. Surender Kumar Dagar at Rs.35,400/- w.e.f. 16/04/2019 with next date of increment from 01/01/2020 on promotion to the post of Sr. Assistant vide University letter no. CS-III/009/SSCBS/2021/Min./996 dated 09/25, March 2021.

Noted and approved

33. To report the fixation of pay of the following non-teaching employees for grant of financial upgradation under MACP Scheme vide University letter no. CS_III/009/MACP/SSCBS/2021/1038 dated April 5/6, 2021:

S.No.	Name of the employee with designation	Recommendations(s)
1	Sh. Jaiversh Anand Technical Assistant (Computer)	GP-4800 (Level-08 under 7th CPC) w.e.f. 01.09.2018 under 3rd MACP
2	Sh. Sumit Lamba Senior Personal Assistant	GP-4800 (Level-08 under 7th CPC) w.e.f. 21.07.2019 under 1st MACP

Noted and approved

34. To report the receipt of a special audit report conducted by M/s Dass Gupta & Associates empaneled with CAG deputed by GNCTD for the financial year 2017-18, 2018-19 and 2019-20. (Annexure - XIV)

Noted

Kaur

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Poonam

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35. To report the University of Delhi Notification No. Aca.I/Ward Quota/2020/301 dt. December 21, 2020 and Academic Council Resolution No. 09, dt. 27/11/20 regarding Ward Quota of the employees (teaching & non-teaching) working in University and its colleges. (Annexure - XV)

Noted and approved

36. To report and approve fee waiver to all the students who have lost their parents due to COVID'19 as per University notification no. Aca.-I/Fee waiver/2021/784 dated 28/07/2021 communicated to the college vide letter no. CB-II/Circular No. 84/2020-21/216 dated 04/08/2021(Annexure - XVI)

Noted and approved

37. To report the action of the Chairperson regarding appointment of teachers on Ad-hoc/guest basis as per the recommendations duly constituted committees

i) To report the action of the Chairperson, for considering the recommendations of the Selection Committee duly constituted by the University of Delhi in its meeting held on 7th April, 2021 for the appointment of following (first three as per workload requirement) as Guest Faculty in the Department of Financial Studies and Management Studies for the paper titled "Database Management System (GE of Department of Computer Science)".

1. Ms. Latika Gupta (Sr. No. 14)
2. Ms. Ritika Sharma (Sr. No. 15)
3. Ms. Kashika Wadhwa (Sr. No. 03)

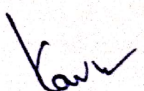
Noted and approved

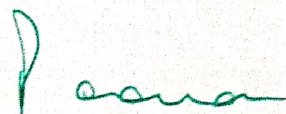
ii) To report the action of the Chairperson, for considering the recommendations of the Selection Committee Meeting held on 8th April, 2021 for the appointment of following (first one as per workload requirement) as Guest Faculty in the Department of Financial Studies for the Core paper of BBA (FIA) 2nd Semester titled "Statistics for Business Decisions".

1. Dr. Nandini Seth (Sr. No. 03)

Noted and approved

iii) To report the action of the Chairperson for appointment of the following ad-hoc faculty members for a period upto four months or till the end of the semester, whichever is earlier w.e.f. the dates mentioned against their names on the recommendations of the Teacher-


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in-charge for the academic session 2020-21 against the sanctioned posts:

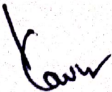
S. No.	Name	Designation	Date of appointment
1	Dr. Gurjeet Kaur	Assistant Professor	April 13, 2021
2	Dr. Ashima Arora	Assistant Professor	April 13, 2021
3	Ms. Anusha Goel	Assistant Professor	April 13, 2021
4	Ms. Pratibha Maurya	Assistant Professor	April 13, 2021
5	Mr. Ravi Yadav	Assistant Professor	April 13, 2021
6	Md. Rashid Shamim	Assistant Professor	April 13, 2021
7	Ms. Vijay Lakshmi	Assistant Professor	April 13, 2021
8	Ms. Sandra Suresh	Assistant Professor	April 13, 2021
9	Dr. Satish Kumar Goyal	Assistant Professor	April 13, 2021
10	Mr. Jigmet Wangdus	Assistant Professor	April 13, 2021
11	Ms. Juhi Gupta	Assistant Professor	April 13, 2021


Noted and approved

- iv) To report the action of the Chairperson for appointment of the following ad-hoc faculty members for a period of 120 days w.e.f. the dates mentioned against their names on the recommendations of the Teacher-in-charge for the academic session 2021-22 against the sanctioned posts:

S. No.	Name	Designation	Date of appointment
1	Dr. Gurjeet Kaur	Assistant Professor	July 20, 2021
2	Ms. Anusha Goel	Assistant Professor	July 20, 2021
3	Dr. Ashima Arora	Assistant Professor	July 20, 2021
4	Ms. Sandra Suresh	Assistant Professor	July 20, 2021
5	Mr. Ravi Yadav	Assistant Professor	July 20, 2021
6	Mr. Jigmet Wangdus	Assistant Professor	July 20, 2021
7	Md. Rashid Shamim	Assistant Professor	July 20, 2021
8	Dr. Satish Kumar Goyal	Assistant Professor	July 20, 2021

Noted and approved


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38. To report that on joining of Dr. Sonika Thakral, Assistant Professor Ms. Juhi Gupta, Assistant Professor (Ad-hoc) has been relieved from the services of the college w.e.f. 01/06/2021.

Noted and approved

39. To report the joining of teaching and non-teaching staff

- i) Mr. Sanjay Batra, Junior Assistant joined on 01/02/2021 (F.N.) who was on deputation from 12th June 2020 to 31st January 2021 at Indian Council of Social Science Research (ICSSR), Ministry of Human Resource Development.

Noted and approved

- ii) Dr. Tarannum Ahmad, Associate Professor joined on 24/02/2021 after availing Child Care Leave for period of 219 days w.e.f. 20/07/2020 to 23/02/2021.

Noted and approved

- iii) To report that Dr. Mona Verma has joined back the duties on 07th June 2021 after availing 49 days' child care leave.

Noted and approved

- iv) To report that Dr. Sonika Thakral, Assistant Professor in the Department of Computer Science has joined her duties on 01/06/2021 after availing study leave from 25th July 2019 to 30th May, 2021 and one day EL for 31st May 2021.

Noted and approved

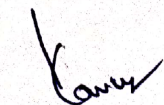
40. To report the leave sanctioned to the Teaching and Non-teaching Staff

- i) To report the action of the Chairperson for accepting the request of Ms. Saumya Jain, Assistant Professor in the Department of Management Studies for granting child care leave w.e.f. 12th April 2021 to 31st March 2022.

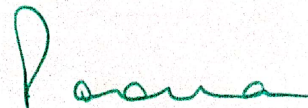
Noted and approved

- ii) To report the action of the Chairperson for accepting the request of Dr. Mona Verma, Assistant Professor in the Department of Management Studies for granting child care leave w.e.f. 19th April 2021 to 18th June 2021.

Noted and approved



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41. To report the action of the Chairperson for extending the term of Mr. Ankur Aggarwal working as Section Officer (Accounts) on deputation basis for a further period of one more year w.e.f. 03/07/21 to 02/07/22.

The college has received his extension letter from his parent department i.e. Atma Ram Sanatan Dharma College, University of Delhi for the said period i.e. 03/07/21 to 02/07/22.

Noted and approved

42. To report the action of the Chairperson for accepting the recommendations of the Selection Committee meeting held on 22nd April 2021 for appointment of Administrative Officer on deputation basis (in order of merit).

- I) Mr. Indra Kant Mishra
II) Deepak Kumar

Noted and approved

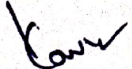
43. To report the joining of Mr. Indra Kant Mishra as Administrative Officer (on deputation basis) on 15/06/21 for a period of one year or till the permanent appointment is to be made.

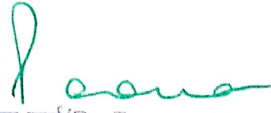
Noted and approved

44. To report the action of the Chairperson for re-appointing the following staff members on purely contractual basis with one working day's break as per University of Delhi rules.

S.No.	Name	Designation	Consolidated Salary	Period
1	Mr. Chaman Upadhyay	Hostel Manager	Rs.25,000/-	25/02/2021 to 24/08/2021
2	Mr. Ravinder Kumar	Lab. Attendant	Rs.15,070/-	23/03/2021 to 22/09/2021
3	Ms. Champa Negi	Jr. Assistant	Rs.18,960/-	19/05/2021 to 18/11/2021
4	Mr. Dharmender	Jr. Assistant	Rs.18,960/-	06/07/2021 to 05/01/2022
5	Mr. Sunny	Lab. Attendant	Rs.15,070/-	22/07/2021 to 21/01/2022
6	Mr. Hemender Sharma	System Network Administrator	Rs.40,000/-	30/07/2021 to 29/01/2022

Noted and approved


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45. To report the hiring of taxi services from GeM for use by the Principal of the college for a period of six months w.e.f. 1st March 2021 vide GeM contract no. GEMC- 511687728881915 dated 23rd February 2021.

Noted and approved

46. To report the action of the Chairperson for extending the term of M/s Centurion Detectives (India) Pvt. Ltd. for providing security services to the college on the same terms and conditions as were in the last year till the new security agency is deployed.

Noted and approved

47. To report the action of the Chairperson regarding payment of NAAC fees for 2nd cycle as detailed below:-

Registration Fee (IIQA) - Rs. 29500/- (Rs. 25000/+ + GST 18%)
Assessment & Accreditation Fees - Rs. 109150/- (50 % of 185000/- + GST 18%)

Noted and approved

48. To report the Memorandum of understanding (MOU) between SSSCBS and Connecting Dreams Foundation (CDF) to the address the SDG-based challenges through entrepreneurial action and youth participation.

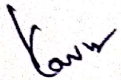
Noted and approved

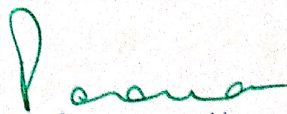
49. i) To report the Memorandum of understanding (MOU) between SSSCBS and Government Degree College Bharmour of the Himanchal Pradesh University and University of Delhi under Vidya Vistar Scheme.

Noted and approved

- ii) To report the Memorandum of understanding (MOU) between SSSCBS and Mahatma Gandhi Govt. College, N&M Andaman, A&N Islands, Pin 744204 and University of Delhi under Vidya Vistar Scheme.

Noted and approved


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50. To report/place the various Account related issues:

- i) To report the Final withdrawal out of Provident Fund Account in respect of of following members staff:-

S.NO.	Name & Designation	Amount	Date	Reason
01	Suman Singh, Off. Attd.	75000/-	07.01.2021	Education of daughter
02	Mohinder Pal	10,00,000/-	19.01.2020	90 % before retirement
03	Atul Bhardwaj	3,00,000/-	18.03.2021	Purchase of Flat

Noted and approved

- ii). To report the Final Payment out of Provident Fund Account in respect of following members staff:-

S. NO.	Name & Designation	Amount	Date	Reason
01	S.K. Jairath Ex. A.O.	150443/-	09.01.2021	Payment of Interest for 19-20
02	Late Sh Pradeep Verma	6807/-	19.01.21	Payment of Interest for 19-20
03	Manohar Lal	2283/-	19.01.21	Payment of Interest for 19-20
04	H K Porwal	4530988/-	19.01.21	Vol. Ret.
05	Mohinder Pal	1,86,854/-	25.06.21	Retired on 31.05.2021

Noted and approved

- iii). To report the investment done out of different funds available with College:

S. No.	Date of Investment	Amount of Investment	Rate of Interest	Period	Bank	Out
01	27.01.2021	18,77,000/-	5.40 %	5 years	SBI	P.F.
02	24.03.2021	6,07,000/-	5.40%	5 years	SBI	P.F.

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Poonam
 डॉ. पूनम वर्मा/Dr. Poonam Verma
 सदस्य सचिव, प्रबन्ध समिति
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03	06.05.2021	15,39,000/-	5.40%	5 years	SBI	P.F.
04	07.06.2021	5,74,000/-	5.40 %	5 years	SBI	P.F.
05	18.06.2021	99,00,000/-	5.40 %	5 years	SBI	P.F.
06	18.06.2021	99,00,000/-	5.40 %	5 years	SBI	P.F.
07	18.06.2021	19,23,480/-	5.40 %	5 years	SBI	P.F.
08	24.06.2021	13,81,516/-	5.40%	5 years	SBI	P.F.

Noted and approved

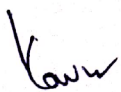
SUPPLEMENTARY AGENDA

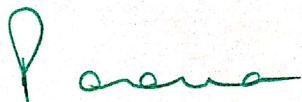
- 1) To report and approve the recommendations of the website committee meeting held on 10th August 2021 as mentioned below:

“Mr. Mayank Sahni, Senior Technical Assistant, who is handling our website, informed the website committee members about the excessive load and the brute force attack on the college’s website. It was also informed that our college website was hacked on 6th July 2021 by a known hacker group (Also reported by CERT-In) and all the files of the website were infected with the malicious scripts which obstructed the functioning of the website. With the help of the Lucideus (Network Security Service Provider), remedial steps were taken to clean the infected website. Lucideus recommended that the website hosting service provider shall provide the following features for the better security and backup of the website:

- Managed VPS
- cPanel
- Server Level Firewall
- CDN
- Softaculous
- 2FA enabled WHM
- Web Application Firewall

Apart from the features listed above, we also want the service provider to provide the following:


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- No. of CPUs = 2 atleast
- RAM = 4 GB atleast
- Storage = 250 GB atleast
- Storage Type = SSD/NVMe

So we recommend that virtual private server of the above specification should be chosen for providing the hosting services for the website. The estimated cost for the same is Rs. 13000 + GST per month approximately (Rs. 156000 + GST per annum) as per the online survey.”

Further to report the observation received from M/s Safe Security ECS Team on breach of college website.

The GB was informed that the college website was defaced by some hacker group. The college took the help of Safe security, (knowledge partner for running PGDCSL course) in this matter. Safe security has recommended some specifications that should be provided by website hosting service provider. The GB was further informed that the college has written to University to provide the hosting services to the college and awaiting its response.

The Governing Body took a serious concern over the issue of cyber security of the college website and resolved that:

1. The college should pursue with the University for getting the hosting services.

2. If University is unable to provide the hosting services then constitute a Committee consisting of the following members which will identify the vendors and will also look into the requirements as mentioned by safe security regarding the concerns of Cyber Security:

- a) Mr. Vivek Bansal, GB member, Convenor*
- b) Dr. Ajay Jaiswal, GB member (Teachers Representative)*
- c) Dr. Rishi Rajan Sahay, Bursar*
- d) Mr. Hemender Sharma, SNA*
- e) Mr. Mayank Sahni, STA*

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VISION STATEMENT SHARED BY THE GOVERNING BODY

The Chairperson shared her vision for the college and the other members applauded and endorsed her view.

SSCBS in its continued journey and taking a leverage from the fact that its ranked as the best college in business education, should look for the next milestone as to upgrade itself for launching some PG Certificate/Diploma programs. To start with, the college may look into the areas of Global Business Operations, Entrepreneurship Management, Financial Risk Management, Technology in Finance and Supply Chain Management

Similarly, the incubation centre of the college – SIIF should collaborate and associate with the Department of Financial and Business Economics (DFBE), University of Delhi being the department of its parent faculty i.e. FASSH. SIIF should share its resources and facilities with DFBE and outside agencies associated with DFBE in the domain of incubation.

It was recommended that the Staff Council of the college should seriously look into forming a Special Committee for taking the college forward by way of looking into starting new programs in a time bound manner.

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

(Kavita A. Sharma)

Chairperson, Governing Body

अध्यक्ष, प्रबन्ध समिति

Chairperson, 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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