



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

Minutes of meeting of the Governing Body held on **28th November, 2022 (Monday)** at **10:30 am** in the college premises.

Following members attended the meeting:

1. CA. Naveen ND Gupta, Chairperson (Attended online)
2. Mr. Raj Kumar Goel, Treasurer
3. Mr. Vivek Bansal, Member
4. Dr. Sarabpreet Singh Guglani, Member
5. Ms. Kriti Wadhera, Member
6. Prof. (Mrs.) Arvinder Kaur – Member (Attended online)
7. Prof. Sanjay Sehgal, University Representative (Attended online)
8. Prof. K. Ratnabali, University Representative (Attended online)
9. Prof. Sameer Anand, Teacher Representative (More than 10 years' service category)
10. Mr. Tushar Marwaha, Teacher Representative (Less than 10 years' service category)
11. Mr. Sumit Lamba – Non-Teaching Staff Representative (Special Invitee)
12. Prof. (Dr.) Poonam Verma – Principal/Member Secretary

At the outset, Principal informed the Governing Body about the sad demise of the mother of Dr. Girish Tiwari. The Governing Body offered heartfelt condolences for the departed soul.

Dr. Chhavi Gupta expressed her inability to attend the meeting due to her other commitments.

Further, the Principal introduced Prof. Sameer Anand and Mr. Tushar Marwaha as the new Teacher representatives on the Governing Body in place of Dr. Shikha Gupta and Ms. Paridhi respectively. The Governing Body thanked the outgoing members for their valuable contribution and welcomed the new members.

- I. To approve and confirm the minutes of the Governing Body meeting held on 6th July 2022.

Approved with following modifications

A. Bursar to be included in the committee constituted in agenda item no. 11.

In the business arising out of the minutes of the Governing Body meeting held on 6th July, 2022.

The Principal apprised the committee members that as per Standard Operating Procedures for CPWD Works Manual 2019 of Government of India Ministry of Housing & Urban Affairs, CPWD page no. 24 to 26 as appended below:

“(B) For Specialized E&M Original Works and other original E&M Works:

1. It shall be stipulated in the NITs of Specialized E&M original Works and other original E&M Works, where ever required, that the lowest tenderer shall submit, along with the performance guarantee after



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the acceptance of tender, an undertaking from the OEM regarding:

- a. Authorization certificate.
 - b. The OEM shall unconditionally support the lowest tenderer technically throughout the execution of contract as well as for Maintenance/ Comprehensive Maintenance Contract for the useful life of the system, and
 - c. OEM shall provide all the spares required for healthy functioning of the equipment for at least seven years from the date of supply of equipment.
2. The condition that the specifications will be vetted by the manufacturers for the specialized E&M works shall not be kept in the NITs as it amounts to restriction of competition.
 3. NIT approving authority shall include more number of approved makes (not limiting to 3 nos. only) in the NIT, while procuring items of general nature for which a large number of good manufactures are available in the market. 25
 4. No condition shall be incorporated in the NIT's regarding visits of CPWD officers within country or outside India to inspect equipments/materials/stores where such expenditure is to be borne either by the contractor. Officers of the department may conduct inspection before dispatch of equipments/materials at manufacturer's works. The contractor has to arrange facilities for inspection of equipments/ materials including conducting the required tests in the manufacturing unit. However no condition shall be incorporated in the NIT regarding inspection of equipments/ materials in the manufacturing unit located outside India without prior permission of Ministry of Urban Development. In case any such condition is incorporated in NIT, it will tantamount to deliberate violation of instructions and this will attract disciplinary action against the officer approving the NIT.

(C) Specialized items/jobs for E&M Works

ANNEXURE-II(A) of Chapter No. 3

S. No.	Supplying /fabrication, installation, testing and commissioning of the following-
1.	Kitchen equipment
2.	Lifts, escalators and conveyors
3.	Simultaneous interpretation systems
4.	Gas plants.
5.	Cold storage plant
6.	Hot Water/Steam Boilers
7.	Public address system; conferencing system, automatic vote recording system, recorders
8.	Stage lighting
9.	Projector and other special equipment for theatre
10.	Repairs and calibration of various types of measuring instruments and relays etc.
11.	Testing of transformer oil and dehydration and other type of high potential test.
12.	Frequency Convertor
13.	Temporary illumination, security lighting and wiring for power outlets for metal detectors in connection with Republic Day and Independence Day Celebrations.
14.	EPBAX system (equipments).
15.	EPBAX system (cabling and wiring).



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16.	Illumination of heritage caves and fiber optic lighting system.
17.	Security system and alarm
18.	Building Automation System
19.	Hydraulic platform /Lift
20.	Incinerator
21.	Laundry equipment
22.	Centralized clock system.
23.	Interior/exterior flood lighting of heritage/Monumental buildings/structures involving Computer aided design and evolution of special mounting arrangements for luminaries:
24.	Gas pipe line
25.	Modular OT
26.	Electrically Operated Gate
27.	Fountain Work
28.	Water supply motors and pumps of 100 hp or more
29.	Mechanized Car Parking Systems
30.	VRV/VRF Type Air-Conditioning Systems
31.	Oxygen Generation Plant
32.	CCTV and Allied Equipments
33.	Access Control System
34.	Hydro Pneumatic Pumps
35.	Providing and fixing of Sensor operated Gates
36.	Precision Air Conditioning System
37.	LAN System
38.	SITC of active power factor filter
39.	SITC of Solar Photo Voltaic Power generation system

ANNEXURE-II(B) of Chapter No. 3

S. No.	Supplying /fabrication, installation, testing and commissioning of the following-
1.	Diesel Generating Set
2.	Heating, Ventilation and Air-conditioning System
3.	Sub-station equipment
4.	Fire fighting system (including wet riser and sprinkler system, portable fire extinguishers)
5.	Fire detection and alarm system

Henceforth, the line mentioned in Agenda item no. 3 & 4

'it was further resolved that security deposit / bank guarantee be also taken and affidavit be taken that all equipment / parts to be replaced will be of the OEM.

Shall be replaced by

"Authorization letter of OEM is required as per SOPs mentioned above."

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- II. To report the 'Action Taken' on the minutes of the Governing Body meeting held on 6th July 2022.

The 'Action Taken' on minutes of GB meeting held on 6th July, 2022 were noted and approved.

III AGENDA ITEMS FOR THE MEETING NOVEMBER 28, 2022

1. To report and approve the recommendations of the Finance Committee meeting held on 26th July 2022 (Annexure – III), 15th September, 2022 (Annexure – IV), October 18, 2022 (Annexure – V) and November 18 2022. (Annexure – VI)

The recommendations of the Finance Committee meeting held on 26/07/2022, 15/09/2022, 18/10/2022 and 18/11/2022 were approved.

The Governing Body redirected the recommendations of the subcommittee constituted for revision of college fees w.e.f. academics session 2023-24 to the Finance Committee for reviewing the proposal and resubmit the revised proposal after incorporating the following components in next Governing Body meeting:

- 1. Cost components of the college need to be known for fee revision.*
- 2. A Comparative Statement of fees charged by other colleges of same courses.*
- 3. University rules with regard to revision of fees.*

2. To report and approve the recommendations of the Hostel Management Committee meeting held on 18th October, 2022, (Annexure – VII)

Pt. no. 1,2 & 4 of the minutes of Hostel Management Committee meeting dt. 18/10/22 were approved. However, for pt. no. 3, the recommendations of Hostel Management Committee meeting dt. 18/10/22 was not approved.

3. To consider and approve the request received from Dr. Sanjay Kumar Goyal, Associate Professor in the Department of Management Studies for grant of voluntary retirement w.e.f. September 15, 2022. Dr. Sanjay Kumar Goyal is on Earned Leave till 13th December 2022, the same shall be treated as his notice period for VRS. (Annexure – VIII).

The Governing Body approved the voluntary retirement of Dr. Sanjay Kumar Goyal, Associate Prof. after serving three months' notice period as per DU rules w.e.f. 15/12/2022 (F/N).


4. To consider and approve the request received from Prof. Ajay Jaiswal, Deptt. of Computer Science for relieving him on deputation initially for a period of one year to join School of Open Learning, University of Delhi as Joint Director. (Annexure – IX)

Approved

5. To consider and approve the request received from Dr. Kumar Bijoy, Deptt. of Financial Studies for relieving him on deputation initially for a period of one year to join School of Open Learning, University of Delhi as Associate Director. (Annexure – X)

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Approved

6. To approve the constitution of a confidential committee for conduct of skill test / written test etc. for filling up of non-teaching posts in the college as per the recruitment rules of the University of Delhi. (Annexure – XI)

The Governing Body resolved to seek clarification from the University in this regard.

7. To approve the appointment of following guest faculty in the department of Management Studies, Financial Studies and Computer Science for one calendar year for the paper titled Environmental Science as per University of Delhi rules through the recommendations of the duly constituted Selection Committee meeting held on 07/11/2022 against sanctioned posts: (Annexure – XII)

1. Dr. Pooja
2. Dr. Savita
3. Mr. Deepak Kumar Chaudhary
4. Mr. Gaurav

Approved

8. To consider the request received from Dr. Saumya Jain, Assistant Professor for granting financial benefit for acquiring Ph.D. Degree as per DU norms. (Annexure – XIII)

Approved

Dr. Saumya Jain shall be informed to submit her Ph.D. compliance certificate as per UGC norms from the University of Delhi.

Further, the Finance Committee was required to consider and recommend first all such cases which involves financial implications after following all DU norms.

9. To approve the revised proposal received from the committee constituted by the Governing Body to recommend the modalities for grant of scholarship by an alumnus of the college. (Annexure – XIV)

Approved

10. To report the action of the Chairperson for waiving of three months' notice period of Dr. Preeti Rajpal Singh, Associate Professor in the Department of Management Studies for taking Voluntary Retirement w.e.f. 14th September 2022. (Annexure – XV)

The Governing Body approved the voluntary retirement of Dr. Preeti Rajpal Singh w.e.f. 14th September, 2022 (F/N)

11. To report and approve the recommendations of the Screening-cum-Evaluation Committee meeting held on 10th August, 2022 for promotion of Dr. Abhishek Tandon from Stage II to Stage III i.e. Pay level 11 to Pay Level 12 as per the University of Delhi rules under CAS 2018 from the date of eligibility as mentioned below: (Annexure – XVI)

S. No.	Name	Assessment Period	Date of Eligibility for Promotion
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1	Dr. Abhishek Tandon	14/08/2017 to 13/08/2022	14/08/2022
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Noted and Approved

12. To report and approve the extension of appointment of following ad-hoc teachers with one working day break for a period of 120 days on the recommendations of the Teacher-in-charges of the Departments of the college as per University of Delhi rules: (**Annexure – XVII**)

S. No.	Name	Designation	Date of Re-appointment
1	Ms. Anusha Goel	Assistant Professor (Ad-hoc)	w.e.f. 20/07/2022 to 16/11/2022 and from 18/11/2022 to 17/03/2023
2	Mr. Ravi Yadav	Assistant Professor (Ad-hoc)	w.e.f. 20/07/2022 to 16/11/2022 and from 18/11/2022 to 17/03/2023
3	Mohd. Rashid Shamim	Assistant Professor (Ad-hoc)	w.e.f. 20/07/2022 to 16/11/2022 and from 18/11/2022 to 17/03/2023
4	Dr. Satish Goel	Assistant Professor (Ad-hoc)	w.e.f. 20/07/2022 to 16/11/2022 and from 18/11/2022 to 17/03/2023

Noted and Approved

13. To report the extension of appointment of Ms. Champa Negi as Junior Assistant on purely contractual basis w.e.f. 25/11/2022 for a period of six months on a minimum basic salary of Rs.19900/- plus DA: (**Annexure – XVIII**)

Noted and Approved

14. To report the recommendations of the Departmental Promotion Committee Meeting held on October 14, 2022 for promotion of Mr. Tapan Mandal, Office Attendant to the post of Junior Assistant. (**Annexure – XIX**)

Noted and Approved

15. To report that Dr. Sushmita, Assistant Professor in the Department of Financial Studies has proceeded on Maternity Leave w.e.f. 30/08/2022 to 25/02/2023.


Noted and Approved

16. To report the appointment of following guest faculty in the department of Management Studies, Financial Studies and Computer Science for one calendar year as per University of Delhi rules through the recommendations of the duly constituted Selection Committee meeting held on 05/09/2022 against sanctioned posts: (**Annexure – XX**)

- Ms. Kajol
- Ms. Roshni Garg

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3. Ms. Saima
4. Ms. Sandhya Rao
5. Ms. Sughandha Jain
6. Ms. Sonia (From waiting list panel) in place of Dr. Y. Satguru Roshan who has not joined.

Noted and Approved

17. To report the resignation of Dr. Pratibha Maurya, Assistant Professor (Ad-hoc) w.e.f. 20/09/2022 (A.N.) for joining the Department of Commerce, University of Delhi on permanent basis.

Noted and Approved

18. To report the joining of Mr. Ramesh Kumar, Assistant Professor in the Department of Management Studies w.e.f. 19/07/2022 after availing study leave from 20/07/2019 to 18/07/2022.

Noted and Approved

19. To report the joining of Prof. Ajay Jaiswal in the Department of Computer Science on 28/10/2022 forenoon after availing deputation (from 04/03/2022 to 27/10/2022) as OSD in College of Vocational Studies.

Noted and Approved

20. To place for consideration, the Annual Quality Assurance Report (AQAR) for the year 2021-22 submitted by the Internal Quality Assurance Cell of the college to be uploaded on the college website as per requirement of the NAAC. (AQAR to be sent separately)

Approved

Any other matter

The Governing Body resolved that Principal to submit a certificate of compliance of all DU/ UGC norms before recommending any service matter to the Chairperson/ Governing Body for approval.

**(CA Naveen ND Gupta)
Chairperson, Governing Body**

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**(Poonam Verma)
Member Secretary, Governing Body**

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