

COLLEGE OF BUSINESS STUDIES

Minutes of the meeting of the Governing Body held on December 22, 1992.

The following members were present :

1. Prof. M.C. Gupta
2. Prof. A.S. Narag
3. Ms. Kavita Kapur
4. Ms. Tarannum Ahamed
5. Dr. S.S. Gulshan

1. The minutes of the last meeting held on 20 August 1992 were confirmed.
2. Items placed by the Principal for discussion and consideration of the Governing Body :
 - 2.1 Resolved that the modification in the Revised Budget of the College for 1992-93 under the head of account Water & Electricity due to increase in the charges be approved.
 - 2.2 Resolved that the proposal for holding a two day Seminar by the College on 25th and 26th of Feb. 1993 be approved.
 - 2.3 Resolved that the position of placement Adviser/Placement Co-ordinator be approved as Placement Officer.
3. Items reported by the Principal and the Governing Body noted & approved the same.
 - 3.1 Appointment of Ms. Kishori as Lecturer in Business Studies through Selection Committee for one academic Session w.e.f. 1-9-92 in the pay scale of 2200-4000.
 - 3.2 Appointment of Ms. Monami Adhikari as Guest Lecturer in Computer Application w.e.f. 10-9-92.
 - 3.3 Appointment of Mr. Umesh Dutt as Peon (Probation one year) in the pay scale of Rs. 750-940 w.e.f. 12-8-92.
 - 3.4 Appointment of Mr. Baleshwer Ram as Mali (Probation one year) in the pay scale of Rs. 750-940 w.e.f. 4-9-92.
 - 3.5 Confirmation of the following employees who were promoted to the next higher post and were on probation for a period of one year from the date written against their names

S.NO.	NAME	DATE OF CONFIRMATION
i)	Mr. Imtiaz Ahmed	01/10/1991
ii)	Ms. Rimlesh Sharma	01/10/1991
iii)	Mr. Mohd. Ahmed	01/10/1991
iv)	Mr. Gopal Singh	01/10/1991
v)	Mr. Manohar Lal	01/10/1991
vi)	Mr. Tulsi Ram Sharma	02/12/1991

6 Confirmation of the following employees w.e.f. the dates written against their names, who were appointed during 1991.

S.No.	Name	Designation	Date of confirmation
i)	Ms. Tarannum Ahmad	Lecturer	16/07/1991
ii)	Mr. J.K.Tewari	Lecturer	26/08/1991
iii)	Ms. Kavita Rastogi(Garg)	Lecturer	09/09/1991
iv)	Mr. G.S.Chatwal	Lecturer	16/09/1991
v)	Ms. Rohini Singh	Lecturer	01/11/1991
vi)	Ms. D.K.Sachdeva	Technical Asstt.	31/12/1991 (A.N.)
vii)	Ms. Kavita Kapur	Lecturer	22/08/1991

7 Following employees of the college granted annual increment w.e.f. the dates written against their names :

S.No.	Name	Date of increment
i)	Dr. S.S.Gulshan	01/09/1992
ii)	Ms. Poonam Verma	01/09/1992
iii)	Mr. Pradeep Kumar	01/09/1992
iv)	Mr. Mohd. Ahmad	01/10/1992
v)	Mr. Manohar Lal	01/10/1992
vi)	Mr. Mohinder Pal	01/10/1992
vii)	Mr. Imtiaz Ahmed	01/10/1992
viii)	Ms. Bimlesh Sharma	01/10/1992
ix)	Mr. Narender Kumar	01/11/1992
x)	Mr. S.K.Jairath	01/12/1992
xi)	Mr. Tulsi Ram	01/12/1992
xii)	Mr. Gopal Singh	01/12/1992

8 Investment of Rs. 50,000/- to U.T.I. under Deferred Income Scheme and Rs. 30,000/- with the Canara Bank under Fixed Deposit Scheme out of employees Provident Fund

9 Nominal increase in the College Fee (annual charges) for the year 1993-94

	<u>1992-93</u>	<u>1993-94</u>
a) B.B.S.	Rs.1100/-	Rs.1150/-
b) P.G.D.C.A.	Rs.1911/-	Rs.1966/-

(Increase in Water & Electricity and Garden expenses)

10 Approval of the University regarding norms for recurring & non recurring expenditure and the staffing pattern of the College. The Governing Body also felt that the Post of Administrative Officer and the Section Officer be filled up through internal promotion.

(Dr. M.C. Gupta)
Chairman

(Dr. S.S.Gulshan)
Principal