

College of Business Studies

Minutes of the Governing Body meeting held on 14/05/96 at 03.00 p.m. in the college premises.

The following members were present in the meeting :

- |                                  |   |
|----------------------------------|---|
| 1. Sh. Gopal Krishan Arora       | Chairman (Governing Body)                   |
| 2. Dr. C.B. Gupta                |   |
| 3. Prof. R.N. Goyale             | Univ. Representative                        |
| 4. Prof. K.L. Krishna            | -do-  |
| 5. Ms. Poonam Verma              | Teacher Representative                      |
| 6. Dr. (Ms.) Preeti Rajpal Singh | -do-  |
| 7. Dr. R.M. Singh                | Principal, Member<br>Secretary (Ex-officio) |

1. To confirm the minutes of the last Governing Body meeting held on 09/01/96.

Confirmed

2. To consider the acceptance of services rendered by Dr. R.M. Singh in the previous institutions before joining this college (without any break) as continuous service. Details given below :

Approved

- Saheed Bhagat Singh College 04/08/69 to 21/12/84.
  - Sri Aurobindo College (E) 21/12/84 to 19/06/95.
- Joined CBS on 19/06/95.

3. To allow the payment of actual conveyance to guest lecturers subject to a limit of Rs. 200/- per visit.

Approved

4. To discuss and approve the recommendation of the Governing Body Committee on finalising the modalities of entrance test.

Approved with the following modifications:

- Page-4 (C-I) ii- one or more paper setters.  
(iii) at one or more places to ensure accuracy of the result.  
(iv) of 60 questions.
  - Page 5-C-III- Basic pay in place of salary.  
2nd AC in place of First AC for Rs. 2200/- & above.  
First class/3-tier AC in place of second AC for below Rs.2200/- basic pay.
- Note : (a) In place of at least 2 persons; it is "usually one person but not more than two in any case".

R.M. Singh

(b) Add "and lodging" upper limit for Boarding & Lodging including daily allowance per day.

(d) Add "Boarding & Lodging"

5. Reporting items (Office) for approval.

5.1 The University has granted the extension of the study leave to Ms. Poonam Verma for the period from 01/09/95 to 29/02/96 vide University letter No. CB-1/SL/CBS/95/43357 dated 24/01/96. Approved

5.2 Following employees have been granted their routine annual increment from the dates mentioned against their names: Approved

S.No.	Name of employees	Date of increment	Amount of increment
1.	Mrs. Bimlesh Sharma	01/01/96	40.00
2.	Mrs. D.K. Sachdeva	01/01/96	60.00
3.	Mr. Tribhuvan Kumar	01/01/96	60.00
4.	Mr. Sanjay Batra	01/01/96	20.00
5.	Mr. A. S. Gupta	01/02/96	75.00
6.	Ms. Rama Shukla	01/02/96	30.00
7.	Mr. Mohd. Ahmed	01/02/96	20.00
8.	Mr. Suman Singh	01/02/96	12.00
9.	Mr. S.K. Goyal	01/03/96	100.00
10.	Mr. Atul Bhardwaj	01/03/96	60.00
11.	Mr. S.D. Abbas	01/03/96	30.00
12.	Mr. Harbhajan Singh	01/03/96	20.00
13.	Mr. Chander Pal	01/03/96	12.00
14.	Mr. Drig Pal	01/03/96	12.00
15.	Mr. Jagdev Singh	01/03/96	20.00
16.	Mr. Ramesh Chandra	01/03/96	20.00
17.	Dr. H.K. Porwal	01/04/96	100.00
18.	Mr. Baleshwar Ram	01/04/96	12.00

5.3 Mr. Gopal Singh, Driver has been temporarily allotted one unit of the staff quarters w.e.f. 25/07/95. He vacated it on 01/05/96. Approved

5.4 To approve the action of the Principal in appointing the following staff members in consultation with the Chairman Governing Body. Approved



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S.No.	Name	Appointment as	Nature of Appointment
1.	Dr. N.K. Kalra	Guest Lecturer	11/12/95 to end of the session (period basis)
2.	Prof. R.K. Sachdeva	-do-	16/12/95 to end of the session (period basis)
3.	Dr. A.N. Verma	-do-	15/02/96 to end of the session (period basis)
4.	Dr. S.K. Mattoo	-do-	05/02/96 to end of the session
5.	Ms. Anuja Mathur	Lecturer	09/01/96 to 30/04/96 (Ad-hoc)
6.	Ms. Kishori R. S.	Lecturer	09/01/96 to 30/04/96 (Ad-hoc)
7.	Mr. Padam Singh	Jr. Asstt.	Re-appointment for three months on ad-hoc basis w.e.f. 27/01/96
8.	Mr. Bhupal Chand	O.A.	Re-appointment (daily wages) w.e.f. 26/12/95 till further order

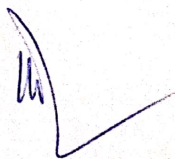
9. Mr. Peter Toppo, Lab. Attendant has been granted 26 days leave without pay w.e.f. 26/12/95 to 15/01/96 and 12/02/96 to 16/02/96 Approved

5.5 Mr. Virender Khanna, Lecturer in Business Studies, has been appointed as college bursar w.e.f. 01/3/96 for a period of one year. Approved

6. Reporting items (Accounts) for approval

6.1 Following employees have been granted loan/advance out of their Provident Fund account. Loan sanctioned to the five employees as listed in agenda, out of their Provident Fund was noted and approved.

S.No.	Name	Designation	Amount	Purpose
1.	Sh. Gopal Singh	Driver	5,000	wife's delivery
2.	Sh. Drig Pal	Peon	4,000	-do-



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3.	Sh. H.K. Porwal	Sr. Lecturer	30,000	House construction
4.	Sh. Rajinder Singh	Asstt.	12,000	-do-
5.	Sh. Harbhajan Singh	Driver	5,000	House repair

6.2 The A.G.C.R. conducted the audit of the college accounts for the year 1993-94 during 23/01/96 to 12/02/96. The reports of the same are still awaited. Noted

6.3 A fixed deposit of Rs. 5,00,000 pertains to Students' Societies Account matured on 29/03/96, had been re-invested for a further period of 12 months. Approved

### Supplementary Agenda

1. To approve the fee structures of BBS and PGDCA. Approved

2. To effect the payment of pension to Dr. S.S. Gulshan and recovery of over payment. Detailed note may be submitted in the next meeting.

3. To report the payment of Provident Fund to Ms. Urmil Thusu with interest up to 01/04/96. The interest amount for 1994-95 and 1995-96 to be paid after completion of audit of the college accounts. Approved. In future such payments should be approved by P.F. Committee.

4. To report that the college accounts for the year 1994-95 have been audited by M/S V.K. Thaper & Co., Chartered Accountants. The report of the same is awaited. Noted

5. To report the reply of the special committee on the special audit report to Delhi Govt. Noted and Approved

*Handwritten notes:*  
 confirmed by circulation vide  
 CBS/Office/96/1224-37 dt. dated 9/9/96  
 RM: J.  
 RM: D:..