

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

Minutes of the Governing Body meeting held on **March 18, 2010 at 04:00 pm** in the college premises (Principal's Office).

Following members attended the meeting:

1. Mr. K.K. Mahajan – Chairman.
2. Mr. Abhishek Dutt – Treasurer.
3. Prof. Rashmi Agrawal – Member, University Representative.
4. Mr. Jai Kishan Vats – Member.
5. Ms. Anuja Mathur – Member, Teacher Representative.
6. Dr. Poonam Verma – Member Secretary, Principal.

Following members informed that they would not be able to attend the meeting due to reasons as mentioned below:

- (a). Sh. Anuj Sinha, Member vide his letter dt. March 08, 2010 stated that he will not be able to attend the meeting as he has some prior appointment at Mumbai.
- (b). Prof. Anand Prakash, Member, University Representative informed telephonically that he will not be able to attend the meeting.
- (c). Ms. Anamika Gupta, Member, Teacher Representative informed telephonically that she will not be able to attend the meeting as her daughter was unwell.

- (1). Confirmation of the minutes of the Governing Body meeting held on December 07, 2009.

*Minutes were circulated and points raised by Mr. Anuj Sinha, Member were incorporated and the revised minutes were again circulated and confirmed.*

- (2). "Action Taken" on the minutes of Governing Body meeting held on December 07, 2009

**RESOLUTION**

**Item No. 1 to 11**

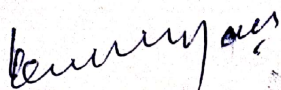
**Item No. 12**

Principal was asked to find out practices being followed in other colleges in regard to Financial Assistance to the wards of the employees of the College.

**Item No. 13**

**Item No. 14**

Study Leave of Mr. Ajay Jaiswal

  
**Chairman**  
Shaheed Sukhdev College of Business Studies  
(University of Delhi)  
Vivek Vihar, Delhi-110095

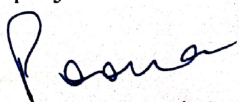
**ACTION TAKEN**

Matter of record

After checking from other colleges recommendations were made which were approved by the Chairman vide note dt. 21/12/09

Matter of record

He has proceeded on Study Leave after Ms. Anamika Gupta joined the college on 08/01/10

  
**Member Secretary**  
Shaheed Sukhdev College of Business Studies  
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**Item No. 15 to 40**  
**Supplementary Agenda:**

Matter of record

**Item No. 1**

Matter of record

**Item No. 2**

Child Care Leave to Ms. Anamika Gupta

Her entitlement of EL was checked and 53 days EL was granted to her as per rules

**Item No. 3**

Deduction of Rs. 5,000/- from the salary of Principal as per Section 20(1) of the RTI Act, 2005

As per the directions of the Information Commissioner, a sum of Rs. 5,000/- was deposited, by the Principal from her salary

**Item No. 4**

EOL of Dr. Tanuja Sharma

A case was taken up with the University. Meanwhile, Dr. Tanuja Sharma rejoined her duties on 18/12/09

**Item No.5 to 10**

Matter of record

**Item No. 11**

Non recurring budget for the year 2009-10

Requirement was signed by the Chairman of previous G.B. Since financial year is closing shortly, this point may be dropped.

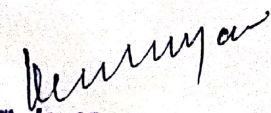
**Item No. 12**

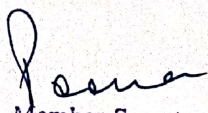
Matter of record

*Resolved that the report of 'Action Taken' on the minutes of the Governing Body meeting held on 07/12/09 be recorded.*

- (3). To consider and approve the 'stock taking' report (2008-2009) of the College Library and to permit the writing off the lost books (from stock) as detailed below:

S. No.	Account No.	Author	Title	Cost Rs.
1	7764	Kiyosaki	Rich and Poor Dad	427.81
2	11939	Coelho	Alchemist	195.00
3	11941	Coelho	Zahir	295.00
4	12534	Coelho	Like the Flowing River	295.00
Total: Rs.				1212.81

  
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Total number of issue of books during 2008-09 = 14,318  
Total number of issue of magazines during 2008-09 = 326

As per UGC letter no. UGC 1.31-5/70 (GU-11) dated 16/03/1971 loss of one book is permitted against every 500 issues.

*Approved*

- (4). To consider and approve the Stock Verification Report of 2008-09 of the College Library and recommendation of the Library Committee for writing off the video cassettes from the stock (Annexure-I).

*Approved*

- (5). To consider and approve the classes on Soft Skills and Personality Development by Mr. Siddharth Sharma, Analyst, McKinsey & Co. for students of the college for 4 hours per week (2 hours X 2 days).

*Approved and the same may be paid from APC fund which is meant to be used for Student's Development purpose.*

- (6). To consider and approve the extension of tenure of Ms. Kishori Ravi Shankar and Mr. Kumar Bijoy as Lecturer (Temporary) in the Department of Financial Studies.

*Resolved that the term of Ms. Kishori Ravi Shankar and Mr. Kumar Bijoy be extended till the end of the current academic session.*

- (7). To seek approval of the Governing Body to allow the payment of Rs. 500/- plus conveyance to the Guest Faculty of Computer Science Department. Conveyance will not be paid to the faculty of our college who take classes as Guest Faculty.

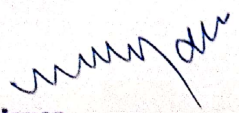
*Resolved that payment of Rs. 500/- be made to the internal faculty of Computer Science Department for working as guest faculty where the college is unable to find suitable faculty from outside as has been approved for BBS & BFLA courses and it was further clarified that no conveyance will be paid to the internal faculty for the same.*

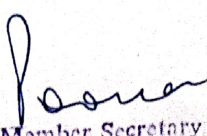
- (8). To consider and approve the request received from Central University of Haryana, Vice Chancellors Office regarding relieving of Mr. S.K. Dagar, Jr. Assistant on deputation for the post of UDC for a period of one year and subsequently request received from Mr. S.K. Dagar for the same.

*Approved and the administration was asked to expedite the process of finding the replacement appropriately.*

- (9). To consider and approve the appointment of Ms. Neha Matlani as Assistant Professor in the Department of Business Studies on ad-hoc basis w.e.f. 10/02/2010 to 30/04/2010 who has been appointed as Dr. H.K. Porwal has proceeded on EOL.

*Approved*

  
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- (10). To seek approval of the Governing Body for presenting a college memento to all the staff members of the college at the time of their retirement. A college memento has already been presented to Mrs. D.K. Sachdeva on her superannuation in February 2010.

*Approved*

- (11). To consider and approve the extension of Canteen Contract of Mr. Rajeev Kumar, 129/C, Chandu Park, Krishna Nagar, Delhi till 31<sup>st</sup> July, 2010 on the same terms & conditions.

*Approved*

- (12). To consider and approve the payments details as mentioned below to Ms. D.K. Sachdeva, Technical Assistant (Computer) who is attaining the age of superannuation on 28/02/10 towards her retirement benefits. The fixation of Pension and Family Pension of Ms. D.K. Sachdeva has been approved by the University at Rs. 10,330/- pm and Rs. 6,198/- pm respectively which was communicated vide University Letter No. Fin/Pen Cell/PGC/TR/8655 dt. 27/10/09:

(a). Commutation of Pension	:	Rs. 4,06,292/-
(b). Service/Retirement Gratuity	:	Rs. 3,80,451/- *(can be revised subject to upward revision of DA)
(c). Leave Encashment	:	Rs. 1,41,685/-
(d). Provident Fund Subscription	:	Rs. 1,75,034/-
G. Total		Rs. 11,03,462/-

*Approved*

- (13). To consider and approve instituting a 'BEST ALL-ROUNDER' student award by Dinesh Nandini Ramkrishna Dalmia Foundation.

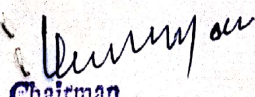
*Approved and resolved that the foundation will give the prize money of Rs. 7,000/- this year and for future there will be a joint Fixed Deposit (FD) in the name of the foundation and the college and the interest of the same to the tune of Rs. 7,000/- would be given by the foundation to the college every year for giving this award and the cheque for the amount of interest will be in the name of "Principal Shaheed Sukhdev College of Business Studies".*

- (14). To consider and approve the appointment of Ms. Priyanka Sharma as Guest Faculty (Period Basis) from 15/02/10 till the end of the semester.

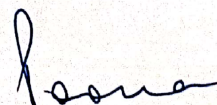
*Approved*

- (15). To consider and approve a Short term 'ADD ON' course on Capital Market in collaboration with National Stock Exchange (NSE) for the students.

*Approved and it was resolved that the proposal consisting of fees to be charged, revenue to be shared, various heads of expenditure was discussed.*



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**REPORTING ITEMS (OFFICE):**

- (16). To report for approval the action of the then Chairman for payment of remuneration of Rs. 1,500/- per day to the college staff for the college outstation trips where they accompany the students inclusive of the day of the departure and arrival w.e.f academic session 2008-09.

*Noted and Approved*

- (17). To report for approval the action of the Chairman for extending the appointment of Ms. Kishori Ravi Shankar and Mr. Kumar Bijoy as Lecturer (Temporary) in the Department of Financial Studies w.e.f. 15/02/2010 till the next meeting of the Governing Body.

*Noted and Approved*

- (18). To report that Dr. Tanuja Sharma, Associate Professor has joined her duties after availing Extra Ordinary Leave (without pay) for four years on 18/12/09.

*Noted and Approved*

- (19). To report that Ms. Anamika Gupta, Assistant Professor has resumed her duties on 08/01/10 after availing Study Leave for a period of three years from 08/01/07 to 07/01/10.

*Noted and Approved*

- (20). To report for approval the sanction of 03 days Leave Without Pay (LWP) to Mr. Atul Bhardwaj (Technical Assistant) for 27/11/2009, 08/12/2009 & 15/12/2009.

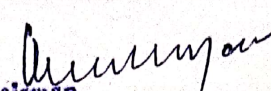
*Governing Body noticed the following:*

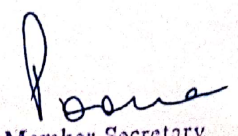
1. *Application for LWP on 27/11/2009 (for urgent work) has been submitted on 30/12/2009 i.e. after over one month.*
2. *Application for LWP on 08/12/2009 (for urgent work) and on 15/12/2009 (for wife's illness) has also been submitted on 30/12/2009 i.e. much after availing the leave.*
3. *The individual is habitual of availing LWP since he has availed 20 days LWP during 2009 in addition to his entitled leave. Frequent absence also affects the continuity and performance of the individual.*

*The individual is to be asked to explain the reasons for the above points. He should also submit photocopy of medical prescription in support of his wife's illness. Reply received is to be put in the next meeting of GB for further action.*

- (21). To report for approval receipt of Rs. 87,530/- by way of a cheque no. 393180 dt. 05/11/09 as the amount of GPF received from The Pay & Accounts Office, PF-I, Government of NCT of Delhi, Office of the Dy. Controller of Accounts (Fund), GPF Cell of Mr. Sumit Lamba, Sr. PA to Principal for the government service rendered by him in the Office of District & Sessions Judge, Delhi from 11<sup>th</sup> November, 2003 to 7<sup>th</sup> April, 2008 and submission of the same in his GPF A/c in the college.

*Noted and Approved*

  
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- (22). To report for approval receipt of two cheques bearing nos. 479918 dt. 21/12/09 (Employees Share) and 479919 dt. 21/12/09 (Employers Share) as the amount of CPF received of Mr. Sumit Lamba, Sr. PA to Principal for the government service rendered by him in India Trade Promotion Organisation from 8<sup>th</sup> April, 2008 to 20<sup>th</sup> July, 2009 as per the following details:

- (a). Employees Share : Rs. 56,852/- (submitted in his GPF A/c in the college)  
(b). Employers Share : Rs. 24,980/- (submitted in the college Maintenance Account)

*Noted and Approved*

- (23). To report for approval the action of the Chairman for extending the appointment of Mr. Pushpender Prajapati as Junior Library & Information Assistant in the pay scale of Rs.5,200-20,200/- with grade pay Rs.1,900/- on purely Ad-hoc basis for three months w.e.f. 31/12/2009 .

*Noted and Approved*

- (24). To report for approval the action of the Chairman for extending the appointment of Mr. Hemant Kumar as Driver in the pay scale of Rs.5,200-20,200/- with grade pay Rs.1,900/- on purely Ad-hoc basis for three months w.e.f. 31/12/2009.

*Noted and Approved*

- (25). To report for approval the action of the Chairman for extending the appointment of Mr. Joydeb Biswas as Office Attendant in the pay scale of Rs.5,200-20,200/- with grade pay Rs.1,800/- on purely Ad-hoc basis for three months w.e.f. 17/02/2010.

*Noted and Approved*

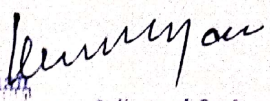
- (26). To report for approval the action of the Chairman for extending the appointment of Ms. Sonia Sareen as Placement Officer in the pay scale of Rs 15,600-39,100/- with grade pay of Rs. 5,400/- on purely adhoc basis for a period of three months w.e.f. 05/03/10.

*Noted and Approved*

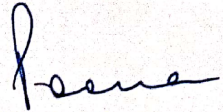
- (27). To report for approval the action of the Chairman for giving financial assistance to the wards of the College Employees as per the following rules:

- (a) Wards of all College employees, who are studying in our College, will be eligible for the financial assistance.  
(b) Students admitted to the 1<sup>st</sup> year of all courses and the students who have been promoted to 2<sup>nd</sup> and 3<sup>rd</sup> year of their respective courses, will be eligible to apply for financial assistance.  
(c) The sum of financial assistance will be limited to the total fees paid to the College by the wards of the College employees (excluding refundable security amount and fees payable to the University). They will get the amount of financial assistance on submission of copies of the fee receipts.

*Noted and Approved*

  
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Vivek Vihar, Delhi-110095

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Member Secretary  
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- (28). To report for approval the fixation of pay of the following employees in the revised pay scale under 6<sup>th</sup> Central Pay Commission recommendations w.e.f. 01/01/2006 as per details given below:

Sl. No.	Name	Designation	University Letter No.
<b>Teaching Staff</b>			
1.	Dr. S.K. Goyal	Associate Professor	CB-1/P.F./RK/2010/13/69227 dt. 27/01/10
2.	Ms. Anuja Mathur	Assistant Professor	- do -
3.	Ms. Anamika Gupta	Assistant Professor	CB-1/P.F./RK/2010/16/69227 dt. 27/01/10
4.	Dr. Rohini Singh	Associate Professor	CB-1/P.F./RK/2010/06/69414 dt. 28/01/10
5.	Dr. Tarannum Ahmad	Associate Professor	CB-1/P.F./RK/2010/03/69414 dt. 28/01/10
6.	Ms. Kavita Rastogi	Associate Professor	CB-1/P.F./RK/2010/04/69414 dt. 28/01/10
7.	Mr. Ajay Jaiswal	Assistant Professor	CB-1/P.F./RK/2010/14/69414 dt. 28/01/10
8.	Ms. Shikha Gupta	Assistant Professor	CB-1/P.F./RK/2010/15/69414 dt. 28/01/10
<b>Non Teaching Staff</b>			
1.	Mr. Manohar Lal	Daftari	CB-3/Fix of Pay/2009/52219 dt. 18/12/09
2.	Mr. Chander Pal	Mali	CB-3/Fix of Pay/2010/65936 dt. 08/01/10
3.	Mr. Jagdev Singh	GO	- do -
4.	Mr. J.V. Anand	Technical Assistant	- do -
5.	Mr. Imtiaz Ahmad	Technical Assitant	- do -
6.	Mr. Tulsi Ram Sharma	Lab Attendant	- do -
7.	Mr. Drig Pal	Daftari	CB-3/Fix of Pay/2010/69399 dt. 28/01/10
8.	Ms. Nidhi Arora	Lab Attendant	CB-3/Fix of Pay/2010/71860 dt. 09/02/10
9.	Ms. Archana Pandey	Lab Attendant	- do -
10.	Mr. Nand Kishore	Safai Karamchhari	- do -
11.	Mr. Karunesh	Safai Karamchair	- do -
12.	Mr. Bhopal Chand Arya	Office Attendant	CB-3/Fix of Pay/2010/72331 dt. 10/02/10
13.	Mr. Tapan Mandal	Office Attendant	- do -
14.	Mr. Deepak	Safai Karamchhari	CB-3/Fix of Pay/2010/73233 dt. 12/02/10
15.	Mr. Vishnu Prasad	Waterman	- do -
16.	Mr. Umesh Dutt	Office Attendant	CB-3/Fix of Pay/2010/73834 dt. 15/02/10
17.	Mr. Suman Singh	Office Attendant	- do -
18.	Mr. Baleshwar Ram	Mali	- do -
19.	Mr. Kishan Pal	Safai Karamchair	- do -

*Noted and Approved*

- (29). To report for approval the action of the Chairman for the appointment of the following Guest Faculty (Period Basis):

Sl. No.	Name	Period
<b>Department of Business Studies</b>		
1.	Mr. D.C. Shukla	From 14/12/2009 till the end of the semester
2.	Ms. Achint Arora	From 14/12/2009 till the end of the semester
3.	Mr. O.P. Aggarwal	From 14/12/2009 till the end of the semester

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### Department of Financial Studies

- |    |                          |  |
|----|--------------------------|--|
| 1. | Mr. Shyamal Ranjan Sinha | From 14/12/2009 till the end of the semester |
| 2. | Ms. Achint Arora         | From 15/12/2009 till the end of the semester |
| 3. | Ms. Swati Gupta          | From 18/01/2010 till the end of the semester |

### Department of Computer Science

- |    |                           |  |
|----|---------------------------|--|
| 1. | Mr. Rishi Ranjan Sahay    | From 10/12/2009 till the end of the semester |
| 2. | Mr. O.P. Aggarwal         | From 10/12/2009 till the end of the semester |
| 3. | Mr. Virender Kumar Mishra | From 10/12/2009 till the end of the semester |
| 4. | Ms. Tina Sachdeva         | From 10/12/2009 till the end of the semester |
| 5. | Ms. Ruchika Batra         | From 20/01/2010 till the end of the semester |

*Noted and Approved*

### Reporting Items (Accounts)

- (30). Following employees were granted Loan / Final Withdrawal out of their Provident Fund:

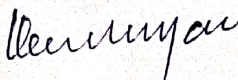
S. No.	Name	Designation	Amount	Date	Purpose
1.	Dr. H.K. Porwal	Asso. Professor	( Rs. 2,95,000/-) ( Rs. 2,65,000/-) ( Rs. 2,00,000/-)	03/12/2009 04/01/2010 02/02/2010	Purchase of House
2.	Sh. Pradeep Verma	Assistant	Rs. 15,000/-	02/02/2010	Mother's illness
3.	Sh. D.K. Sachdeva	Tech. Assistant	Rs. 1,75,034/-	26/02/2010	Retired on 28/02/2010

*Noted and Approved*

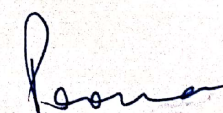
- (31). To report the investment/re-investment of Rs. 5,66,415/- out of Employees Provident Fund and New Pension Scheme Fund with Canara Bank under fixed deposit scheme for a period of five years/ one year on the recommendations of the P.F. Committee and the consent of elected representatives of the P.F. subscribers.

S. No.	Amount	Date of Investment	Remarks
1.	1,40,000	10/12/2009	For one year out of New Pension Scheme Fund
2.	4,26,415 (119213 + 169460 + 137742)	17/12/2009 (Re-investment)	For one year out of New Pension Scheme Fund
	5,66,415		

*Noted and Approved*

  
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- (32). A sum of Rs. 5,307/- towards the 4<sup>th</sup> quarter for the period from 03/11/2008 to 02/11/2009 was paid for Annual Maintenance Contract of LCD projector (Sanyo PLC XU-35) to M/S Total Presentation Devices (P) Ltd., the supplier company and and only distributor for multimedia projector (Sanyo) in Delhi on the recommendations of the purchase committee ( The Amc was approved by the Governing Body in its meeting held on 07/08/2004)

*Noted and Approved*

- (33). A sum of Rs.6,96,111/- paid to M/S Rajdhani Furnishers (Regd.) (Authorised dealer of M/S Godrej & Boyce Mfg. Co. Ltd.) being the lowest bidder for cost of 81 chairs, on the recommendations of the Purchase Committee. Quotations were invited from seven firms out of which five responded.

*Noted and Approved*

- (34). A sum of Rs. 18,150/- paid to M/S Graphic Print, being the lowest bidder for printing of 550 copies of the BFIA Magazine on the recommendations of the Purchase Committee.

*Noted and Approved*

### SUPPLEMENTARY AGENDA

- (1). To report the non compliance of written orders by Mr. Atul Bhardwaj, Technical Assistant regarding the submission of the Stock Verification Report.

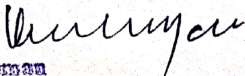
*Note dated 17/03/2010 (Annexure-I) was read out by the members of Governing Body. It was resolved that the individual is to be issued a 'Show Cause Notice' for non-compliance of written orders of the Principal. Reply received is to be put up in the next meeting of GB for further action.*

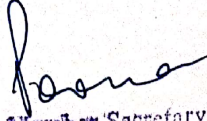
*GB also noticed with concern about the RTI application of Mr. Atul Bhardwaj, Technical Assistant wherein he has asked for the details of computers in Computer labs especially when he himself is holding the ledgers of computer stores. It was resolved that he is to be advised to desist from such practices in future so as to avoid unnecessary correspondence at all levels.*

- (2). To consider and approve a proposal of the Environment Club of the college for initiating a Waste Paper Distribution Campaign.

*Approved and resolved that the old magazines, newspapers from Library and old project reports of the students and other papers from various departments of the college be sent for recycling to an NGO and not be sold as 'Raddi' by the college.*

*However, GB cautioned that the Environmental Society must ensure that these papers which are collected are to be recycled by the NGO and not further sold by them.*

  
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- (3) To consider and approve the recommendations of the Fees Enhancement Committee for the enhancement of the course fee for BFIA course and Enhancement of Students Activity Fees, Social Function Fees and Students Welfare Fund Fees for BBS/BFIA/B.Sc (H) Computer Science/PGDCA.

*Approved as under:*

(a). *Enhancement of Course Fees of BFIA course from present Rs. 5,500/- per semester to Rs. 10,000/- per semester. Matter be referred to University of Delhi for further approval before implementation so as to be implemented from 2010-11 academic year.*

(b). Enhancement of Students Activity Fees, Social Function Fees and Students Welfare Fund Fees for BBS/BFIA/B.Sc (H) Computer Science/PGDCA : *In view of the increase in the expenditure related to the activities, social functions and students development, the following increase in the concerned fees is approved to be charged from 2010-11 academic year:*

- (i). *Students Activity Fees : From Rs. 500/- to Rs. 1,000/-*  
(ii). *Social Function Fees : From Rs. 500/- to Rs. 1,000/-*  
(iii). *Students Welfare Fund Fees : From Rs. 200/- to Rs. 700/-*

- (4). To consider the period of EOL (without pay) from 19/12/2005 to 17/12/2009 as qualifying service for retirement benefits in respect of Dr. Tanuja Sharma, Associate Professor.

*Resolved that a clarification may be sought from University of Delhi whether the Governing Body can recommend EOL for a period of 4 years for counting the same for the retirement benefits. Copy of the letter where University has said that EOL cannot be granted for more than two years is to be enclosed.*

- (5). To consider and approve the releasing of an advertisement in newspapers regarding the conducting of the Entrance Exam by Faculty of Applied Social Sciences and Humanities for BBS & BFIA courses.

*Approved*

**REPORTING ITEMS (OFFICE):**

- (6). To report for approval the action of the Chairman for appointing the following Ad-hoc faculty with effect from the date and nature of appointment mentioned against each:

Sl. No.	Name	Nature of Appointment	Period
<b><u>Deptt. of Business Studies</u></b>			
1.	Mr. Deepak Kukreja	Lecturer (Ad-hoc)	From 18/03/2010 to 30/04/2010
2.	Ms. Jyoti Sikka	Lecturer (Ad-hoc)	From 18/03/2010 to 30/04/2010
3.	Ms. Urmil Bharti	Lecturer (Ad-hoc)	From 18/03/2010 to 30/04/2010
4.	Mr. Ameet Sao	Lecturer (Ad-hoc)	From 18/03/2010 to 30/04/2010
5.	Ms. Meghna Malhotra	Lecturer (Ad-hoc)	From 18/03/2010 to 30/04/2010
6.	Ms. Geetanjali	Lecturer (Ad-hoc)	From 18/03/2010 to 30/04/2010

*[Signature]*  
**Chairman**  
Shaheed Sukhdev College of Business Studies  
(University of Delhi)  
Vivek Vihar, Delhi-110095

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*[Signature]*  
**Member Secretary**  
Shaheed Sukhdev College of Business Studies  
(University of Delhi)  
Vivek Vihar, Delhi-110095



Deptt. of Financial Studies

7.	Mr. Hemant Kumar	Lecturer (Ad-hoc)
8.	Ms. Charu Banga	Lecturer (Ad-hoc)
9.	Ms. Nomita Sharma	Lecturer (Ad-hoc)

From 18/03/2010 to 30/04/2010  
From 18/03/2010 to 30/04/2010  
From 18/03/2010 to 30/04/2010

Deptt. of Computer Science

10.	Ms. Priya Gupta	Lecturer (Ad-hoc)
11.	Ms. Aarti Goel	Lecturer (Ad-hoc)
12.	Mr. Onkar Singh	Lecturer (Ad-hoc)

From 18/03/2010 to 30/04/2010  
From 18/03/2010 to 30/04/2010  
From 18/03/2010 to 30/04/2010

*Noted and Approved*

- (7). To report for approval the action of the Chairman for extending the appointment of Mr. Pushpender Prajapati as Junior Library & Information Assistant in the pay scale of Rs.5,200-20,200/- with grade pay Rs.1,900/- on purely Ad-hoc basis for three months w.e.f. 01/04/2010 .

*Noted and Approved*

- (8). To report for approval the action of the Chairman for extending the appointment of Mr. Hemant Kumar as Driver in the pay scale of Rs.5,200-20,200/- with grade pay Rs.1,900/- on purely Ad-hoc basis for three months w.e.f. 01/04/2010.

*Noted and Approved*

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

(CHAIRMAN, G.B.)

Chairman

Shaheed Sukhdev College of Business Studies

(University of Delhi)

Vivek Vihar, Delhi-110095

(SECRETARY, G.B.)

Member Secretary

Shaheed Sukhdev College of Business Studies

(University of Delhi)

Vivek Vihar, Delhi-110095