

Minutes of the Governing Body meeting of the college held on **September 27, 2010** at 2 pm in the college premises (Principal's Office) is as follows:

Following members attended the meeting:

1. Mr. K.K. Mahajan – Chiarman.
2. Mr. Abhishek Dutt – Treasurer.
3. Mr. Anuj Sinha – Member.
4. Mr. Ajesh Luthra – Member.
5. Prof. Matreyi Chandra – Member.
6. Prof. Anand Prakash – Member, University Representative.
7. Ms. Anuja Mathur – Member, Teacher Representative.
8. Ms. Anamika R Gupta – Member, Teacher Representative.
9. Dr. Poonam Verma – Member Secretary, Principal.

- (1). To report that the minutes of the Governing Body meeting held on **20/08/2010** were confirmed by circulation to members.

Minutes were circulated and confirmed.

- (2). Report of the “**Action Taken**” on the minutes of Governing Body meeting held on **20/08/2010**.

RESOLUTION

ACTION TAKEN

Item No. 1 and 2

Matter of Record

Item No. 3

Emergency meeting of the Governing Body held on 04/08/10

Letter was received from the University and action taken accordingly.

Item No. 4 to 6

Matter of Record

Item No. 7

To review the performance of Mr. S.K.Jain, AO mid way after his probation period has been extended for a period of six months.

Certified Copy of extracts of the meeting alongwith copies of letters as mentioned in the minutes provided to Mr. S.K.Jain, AO and he has been asked to take appropriate action in this regard.

Item No. 8

Formation of Purchase Committee

Purchase Committee has been formed and an

Office Order to this effect has been issued informing the concerned members about the same and AO has also been asked to apprise the Convener regarding the purchases to be made.

Item No. 9

Increasing the security deposit

Under Process

Item No. 10

Enhancement of Alumni Association Charges

Under Process

Item No. 11 to 13

Matter of Record

Item No. 14

Advertisement for the post of System and Network Administrator on contractual basis

Under Process

Item No. 15 to 26

Matter of Record

Item No. 27

Regarding the case of Mr. Joydeb Biswas being closed by the Labour Officer.

Extracts of the minutes of the meeting provided to the AO and he has been asked to take appropriate action on the same.

Item No. 28 to 37

Matter of record.

SUPPLEMENTARY AGENDA

Item No. 1 & 2

Matter of record.

Item No. 3

Regarding advertisement for various non-teaching posts.

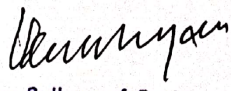
Under Process

Item No. 4 and 5

Matter of record.

Resolved that the report of 'Action Taken' on the minutes of the Governing Body meeting held on 20/08/2010 be recorded.

Chairman


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

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Member Secretary

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



- (3). To consider the appointment of the following teachers as Guest Faculty on period basis for the period mentioned against their names:

Sl. No.	Name	Period
<u>Department of Business Studies</u>		
1.	Mr. Abhishek Tandon	From 11/08/2010 till the end of the semester
2.	Mr. Anshumali Saxena	From 19/08/2010 till the end of the semester
3.	Ms. Achint Arora	From 21/07/2010 till the end of the semester
4.	Dr. Rakesh Shahani	From 16/08/2010 till the end of the semester
5.	Ms. Geetanjali Juneja	From 21/07/2010 till the end of the semester
6.	Mr. Sanjeev Gupta	From 30/07/2010 till the end of the semester
7.	Ms. Aanchal Jain	From 07/09/2010 till the end of the semester
8.	Mr. Ameet Sao	From 22/07/2010 till the end of the semester
9.	Mr. Neeraj Kumar	From 23/07/2010 to 20/08/2010
10.	Mr. Abhishek Kumar	From 21/07/10 till the end of the semester
11.	Mr. Deepak Kukreja	From 21/07/10 till the end of the semester

Department of Financial Studies

1. Ms. Priya Gupta From 30/08/2010 till the end of the semester

Department of Computer Science

1. Ms. Shikha Gupta From 21/07/2010 till the end of the semester
2. Ms. Anamika R Gupta From 01/09/2010 till the end of the semester

Approved

- (4). To consider the Leave Without Pay of Mr. Ramesh Chandra, SPA (Library) of total 12 days w.e.f. 16/08/10 to 20/08/10, 31/08/10 to 01/09/10 & 06/09/10 to 10/09/10 on Medical Grounds.

Approved

- (5). To consider and approve the classes on Soft Skills and Personality Development by Mr. Siddharth Sharma w.e.f. 09/08/2010 till the end of the semester as approved by the GB in its meeting held on March 18, 2010 for this academic session.

Approved and Resolved that payment be made out of the APC Funds.

[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
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- (6). To consider the confirmation of services of Mr. S.K. Jain, Administrative Officer after his probation period has been extended for a period of six months.

The Governing Body discussed the performance of Mr. S.K. Jain (Administrative Officer) during his extended probation period. Owing to his continued unsatisfactory performance the Governing Body considered to terminate his services with immediate effect as per the Terms and Conditions of Service (Rules-1971) for Delhi University Non Teaching Employees. Out of the total nine present the dissent of one governing body member and one staff representative towards the termination was noted. A final decision could not be taken in this meeting.

REPORTING ITEMS (OFFICE):

- (7). To report the receipt of letter no. CB-I/E.O.L./2010/674/26530 dt. 1/7.09.2010 from University of Delhi regarding the counting of EOL availed by Dr. (Mrs.) Tanuja Sharma, Associate Professor vide which it is stated that two years of EOL will be counted as qualifying service and period beyond two years would not be counted.

Noted and Approved

- (8). To report the receipt of letter no. F.No.DHE-13(24)/Misc/M.V/2009-2010/4005-16 dt. 6/9/10 from Govt. of NCT of Delhi, Directorate of Higher Education regarding the Pension Scheme/Welfare Scheme in the Grant-in Aid Institutions.

Noted and it was resolved that clarification be sought from Department of Higher Education in this regard.

- (9). To report for approval the action of the Chairman for appointing the following teachers on ad-hoc basis for the period as mentioned against their names:

Sl. No.	Name	Period
<u>Department of Business Studies</u>		
1.	Mr. Deepak Kukreja	From 21/07/10 till the end of the semester
<u>Department of Financial Studies</u>		
1.	Ms. Priya Gupta	From 21/07/10 till the end of the semester
<u>Department of Computer Science</u>		
1.	Mr. Onkar Singh	From 21/07/10 till the end of the semester
2.	Ms. Aarti Goel	From 21/07/10 till the end of the semester
3.	Ms. Urmil Bharti Jain	From 21/07/10 till the end of the semester

Noted and Approved

- (10). To report for approval action of the Chairman for 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. 09/09/10.

Noted and Approved

- (11). To report the approval of fixation of pay of Ms. Damini Gupta, Assistant Professor in the revised pay scale under 6th Pay Commission Recommendations w.e.f. 01.01.2006 as per University Letter no.CB-I/P.F/2010/660/26087 dt. 3.9.2010.

Noted and Approved

- (12). To report the receipt of Rs. 6,076/- vide cheque no. 020433 dt. 18/08/2010 forwarded from India Trade Promotion Organisation vide their letter dt. 20/08/2010 on account of the services rendered by Mr. Sumit Lamba, Sr. PA to Principal in the Office of District & Sessions Judge, Delhi from 11/11/03 to 07/04/08 for 15 days encashment of Earned Leave.

Noted and Approved

ITEM ACCOUNTS

- (13). To consider and approve the revised recurring budget for the financial year 2010-11 and budget proposal for the financial year 2011-12.

Approved

- (14). To consider and approve the opening of a new Savings Bank Account in Canara Bank, Vivek Vihar for the grant received from UGC under Development Scheme and Merged Scheme totalling Rs.21,17,000/-.

Approved and it was resolved that a letter be written to Canara Bank asking them to sponsor some event or activity or set up some equipment in the college.

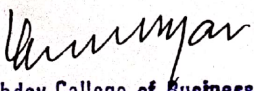
REPORTING ITEMS (ACCOUNTS):

- (15). To report the investment of Rs.2,39,000/- out of Employees Provident Fund with Canara Bank under Fixed Deposit Scheme on 09/09/2010 for a period of five years on the recommendations of the elected representatives of the P.F. Subscribers.

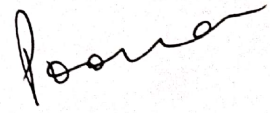
Noted and Approved

- (16). To report that a sum of Rs. 3,635/- was paid to M/S R.K. Power Systems towards 2nd installment (Quarterly) from 10/02/2010 to 09/02/2011, (Billing date 10/05/2010 to 09/08/2010) for Annual maintenance Contract of three Nos. 5 KVA and one No. of 3 KVA Enertech make online UPS on the recommendations of the Computer Committee.

Noted and Approved

Chairman 
Shahed Sukhdev College of Business Studies
University of Delhi
Vivek Vihar, Delhi-110095

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Member Secretary
Shahed Sukhdev College of Business Studies
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- (17). A sum of Rs. 5,307/- towards the 2nd Installment (Quarterly) of sixth year from 03/11/2009 to 02/11/2010 (billing period from 03/02/2010 to 02/05/2010) 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 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

SUPPLEMENTARY AGENDA:

- (1). To report the receipt of letter no. DHE-13(2)/Misc./2008-09/5245 dt. 17/09/10 from Govt. of NCT of Delhi, Directorate of Higher Education regarding creation of posts in the 100% financed colleges by Directorate of Higher Education, Govt. of NCT of Delhi.

Noted and to be discussed later.

- (2). To report the receipt of letter no. SPA/R/Colleges/2010/3314 dt. September 20, 2010 from Registrar, University of Delhi

A DUTA delegation came and their views were heard by the members of the GB and the GB noted the receipt of this letter.

- (3). To report the receipt of Circular from Registrar, University of Delhi bearing no. SPA/R/Colleges/2010/3136 dt. 23/09/2010.

A DUTA delegation came and their views were heard by the members of the GB and the GB noted the receipt of this letter.

- (4). To consider and approve releasing the summer vacation salary of the following teachers who have worked upto 30/04/2010 and joined the college on the first day of the start of the academic session on 21/07/2010.

Sl. No.	Name of Teachers
1.	Ms. Urmit Bharti
2.	Ms. Aarti Goel
3.	Mr. Deepak Kukreja
4.	Mr. Onkar Singh
5.	Ms. Priya Gupta

Approved

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

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Power
Member Secretary
Shahad Sukhdev College of Business Studies
(University of Delhi)
Vivek Vihar, Delhi-110095

- (5). To consider the representation dt. 24/09/2010 of Dr. Tanuja Sharma, Associate Professor regarding counting of EOL period as qualifying service for retirement benefits.

Approved and it was resolved that her representation be forwarded to the concerned Authorities as requested by her.

- (6). To consider and approve the appointment of Ms. Geetanjali Juneja as Assistant Professor in the Department of Business Studies on adhoc basis till the end of the semester in the pay scale of Rs. 15,600-39,100/- with Grade Pay of Rs. 6,000/- on the recommendations of the Teacher-In-Charge of Department of Business Studies.

Approved

REPORTING ITEMS (OFFICE)

- (7). To report for approval action of the Chairman for appointing Mr. Pushpender Prajapati as Junior Library and Information Assistant on purely adhoc basis from 01/10/10 to 29/12/10 in the pay scale of Rs. 5,200-20,200/- with grade pay of Rs. 1900/-.

Noted and Approved

(CHAIRMAN, G.B.)

Chairman

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

(SECRETARY, G.B.)

Member Secretary

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