

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

Minutes of the meeting of Governing Body of the college held on **October 4, 2010 at 11:30 AM** in the college premises (Principal's Office) is as follows:

Following members attended the meeting:

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

**Agenda:**

To again consider the confirmation of services of MR SK Jain, Administrative Officer during his extended probation period.

**Minutes were as follows:**

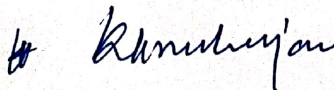
The minutes of the meeting of the Governing Body of the college held on September 27, 2010 were read out by the Principal and passed by the members of the Governing Body.

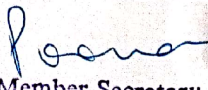
Taking note of the Principal's information the Governing body regarding the need for calling the emergent meeting which is as follows:

“That the house examinations which were scheduled on September 30<sup>th</sup> and October 1<sup>st</sup> had to be postponed due to a surprise agitation initiated on the behest of Mr SK Jain Administrative Officer (A.O.) at 0830 hrs on September 30<sup>th</sup> by some teaching and non teaching staff within the premises of the college. Mr SK Jain was instrumental in this initiation besides being an active participant in this agitation. The purpose for the agitation was to protest against the impending termination of Mr SK Jain's services as an A.O.

Efforts of the Principal to invite the representatives of the agitating members and Mr Sk Jain for a discussion were negated by them jointly and severally. The main concern of the Principal was to diffuse the agitation in an attempt to resume normal functioning and carry on with conduct of house examinations.

The principal also put on record that no advance notice of agitation was received by her, which was in contravention to the Rules of Employment (clause 51 and 52A, copies appended). Such an agitation took the students and other staff members by surprise specially on the day of examinations. Moreover the students who had arrived from the point of view of writing examinations were mass addressed by the agitating members alleging that the cause of Mr SK Jain's impending termination as an A.O. was that he could not appease to the personal whims and fancies of the Chairman and

  
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Shaheed Sukhdev College of Business Studies  
(University of Delhi)  
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Member Secretary  
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the Principal. To dispel this point of view the Principal put on record various objective and definite criteria recorded in the personal file of Mr SK Jain highlighting the deficiencies in his performance”

The Governing body took a very serious note of this incident and thus felt that resorting to this method to stall his termination instead of improving his work as an A.O. was totally uncalled for, specially when the Governing Body in the past had given a fair hearing and also an opportunity to him for improving his performance. The Governing Body also directed the Principal to apprise the University authorities about this strike on 30<sup>th</sup> September, 2010.

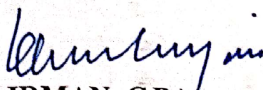
It was also noted that this act had seriously compromised the excellent academic atmosphere that had been prevailing in this institution. In the larger interest of the students and the institution the Governing Body thus authorised the Principal to take actions in future as she may deem fit pertaining to all matters of agitation arising from Mr. SK Jain's employment issues

Finally the Governing Body took note of the following issues pertaining to Mr. SK Jain services as Administrative Officer

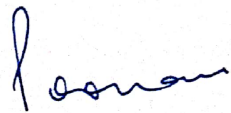
1. He was appointed as an Administrative Officer in the college vide appointment letter dated 19/05/2009
2. The appointment letter provided for a probation period of one year which expired 19/05/2010
3. Due to his unsatisfactory performance the probation period was extended by a further six months to expire on 19/11/2010
4. The Governing Body took note of the gross inefficiencies displayed by him during his probation period that were recorded on various accounts and presented to the Governing Body
5. It was also noted that these was brought to Mr SK Jain's notice wherein he had agreed he would overcome and perform during the extended probation accorded to him. On the contrary, there was no improvement and added to it was his bad personal demeanor which made it impossible to communicate with him
6. Finally taking advantage of the fact that in the previous Governing Body meeting held on 27.9.2010 when decision to terminate him was not finally taken he resorted to instigating the other staff members of the college and incited them to put pressure on Principal and the Governing Body through a strike (without any notice) which was conducted on the day of the house examinations, thus effecting the students

The Governing Body took a view that delay in decision regarding Sh. S.K Jain AO, at the end of Governing Body is becoming counter productive. Hence, considering his unsuitability towards the post reflected in his unsatisfactory work performance, the Governing Body decided to terminate his services forthwith. The staff representative members dissented on sympathetic grounds. However, keeping in view the larger interests of the students and such an institution of repute the Governing Body resolved that Mr SK Jain's services be terminated with immediate effect and directed the Principal to serve the termination order the same day.

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  
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**UNIVERSITY NON-TEACHING EMPLOYEES (TERM AND  
CONDITIONS OF SERVICE) RULES - 1971.**

(Vide Appendix VIII of Ordinance XXII-D)



Corrected up to 2004

**University of Delhi  
Delhi 110007  
2005**

A handwritten signature in blue ink, appearing to read 'Raman'.

Principal  
Shaheed Sukhdev College of Business Studies  
University of Delhi  
Vivek Vihar-II, Delhi-110095



(50) Joining of Associations by Employees:

No employee shall join or continue to be a member of an association, the objects or activities of which are prejudicial to the interests of the University or public order, decency or morality.

*Nothing in this Rule shall be deemed to prohibit any employee to participate or to contest the elections for various bodies such as Parliament, State Legislative Assemblies and Municipal Corporation etc. on the same terms and conditions as are applicable to teachers and also subject to the condition that the employees will avail of their own leave for contesting the Elections. However, in the event of their getting elected or nominated to any body, they will be required to take leave of absence during the term as member as in the case of teachers (Executive Council Resolution No. 239 (7) dated 15-2-92).*

(51) Demonstration and strikes:

No employee shall engage himself or participate in any demonstration or strikes which is prejudicial to the interest of the University or public order, decency or morality, or which involves contempt of court, defamation or incitement to an offence.

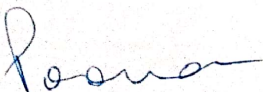
(52) Connection with Press or Radio:

- (i) No employee shall, except with the previous sanction of the University, own wholly or in part, or conduct, or participate in the editing or management of, any newspaper or periodical publication.
- (ii) No employee shall, except with the previous sanction of the University, or the prescribed authority or in the bonafide discharge of his duties, participate in a radio broadcast or contribute any article or write any letter or a book either in his own name or anonymously, pseudonymously or in the name of any newspaper or periodical:

Provided that no such sanction shall be required if such broadcast or such contribution or writing is of a purely literary, artistic or scientific character.

(52.A) Representation:

Whenever an employee wishes to put forth any claim or seek redress of any grievance or any wrong done to him, he must forward his case through proper channel and shall not forward such advance copies of his



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application to any higher authority, unless the lower authority has rejected the claim, or refused relief, or that the disposal of the matter is delayed by more than three months.

No employee shall be signatory to any joint representation addressed to the authorities or redress of any grievance or for any other matter.

(53) Evidence before a Committee or any other authority:

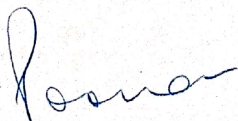
- (1) Save as provided in sub-rule (3) no employee shall, except with the previous sanction of the University, give evidence in connection with any enquiry conducted by any person, committee or authority.
- (2) Where any sanction, has been accorded under sub-rule (1) no such employee giving such evidence shall criticise the policy or any action of the University or the Government.
- (3) Nothing in this rule shall apply to:-
  - (a) The evidence given at an enquiry before an authority appointed by the Visitor, Vice-Chancellor, Government and Parliament or any Stage Legislature; or
  - (b) The evidence given in any judicial enquiry; or
  - (c) The evidence given in any departmental enquiry ordered by authorities subordinate to the Vice-Chancellor.

(54) Unauthorised communication of information:

No employee shall except in accordance with any general or special order of the University or in the performance in good faith of the duties assigned to him, communicate, directly or indirectly, any official document or any part thereof or information to any other employee or any other person to whom he is not authorised to communicate such document or information.

(55) Subscription

No employee shall except with the previous sanction of the University or of the prescribed authority ask for or accept contributions to, or otherwise associate himself with the raising of any funds or other collections in cash or in kind in pursuance of any object whatsoever except for bonafide purpose e.g. for Reception/farewell or for financial assistance to a member of the University staff or his family in distress.



Principal

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