

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

Minutes of the meeting of the Governing Body held on **December 27, 2010 at 11 am** in the college premises (Principal's Office) is as follows:

- (1). To report that the minutes of the Governing Body meeting held on **September 27, 2010** and **October 4, 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 **September 27, 2010** and **October 4, 2010**.

Meeting dt.: September 27, 2010:

RESOLUTION

ACTION TAKEN

Item No. 1 and 5

Matter of Record

Item No. 6

To consider the confirmation of services of Mr. S.K. Jain, AO

As a final decision could not be taken in the meeting, an emergency meeting of the Governing Body was called on October 4, 2010 to again consider the confirmation of services of Mr. S.K. Jain, AO.

Item No. 7

Matter of record.

Item No. 8

To report letter received from Govt. of NCT of Delhi, DHE regarding Pension Scheme/ Welfare Scheme

A letter in this regard has been written to DD, DHE and reply of the same is awaited.

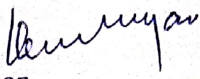
Item No. 9 to 13

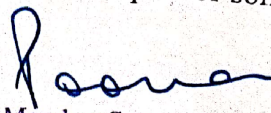
Matter of record.

Item No. 14

To consider opening of a new Savings Bank Account in Canara Bank, Vivek Vihar for the grant received from UGC.

A new account has been opened and a letter has been written to Canara Bank to sponsor some event or


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Vivek Vihar, Delhi-110095


Member Secretary
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- (5). To consider the Leave Without Pay of Mr. Atul Bhardwaj, Technical Assistant (Computers) of total 02 days from 26/11/10 and 07/12/10.

Approved and it was resolved that a warning be given to Mr. Atul Bhardwaj that any further LWP will only be sanctioned if prior approval regarding the same is taken and that must be for a specific purpose clearly mentioned in the leave application.

- (6). To consider and approve re-advertising the post of Librarian in newspaper/s as no candidate was found suitable for the post of Librarian in the interview held on 20th November, 2010.

Approved

- (7). To consider and approve the AMC of 40 computers and 5 laser printers which were received from the University of Delhi in the year 2007.

Approved and it was resolved that the expenditure for the same be met out of the APC Fund.

- (8). To consider and approve the purchase of Water Coolers and Water Filters for college out of the APC Fund.

Approved

- (9). To consider and approve the proposal of SIFE for recycling the old projects which are lying in college for use in the new SIFE business model project.

Resolved that clarification be sought from the University of Delhi in this regard regarding its permissibility and in case the permission is granted then the list of authors, summary statements should be prepared before getting the old projects recycled. Matter deferred till the next meeting of the GB.

- (10). To consider the receipt of a letter from Mr. Atul Bhardwaj, Technical Assistant (Computers) and Secretary of Staff Association (non-registered) regarding objections against the Governing Body minutes dt. October 4, 2010 and further action to be taken in this regard.

Resolved that the minutes of meeting held on October 4, 2010 have already been approved by circulation by the constituents of the Governing Body including the Staff Representatives and the same records a true account. The letter dt. 26th November, 2010 and received by the college on 2nd December, 2010 of Mr. Atul Bhardwaj is without any locus standi and appears to be mischievous and an afterthought. Be filed.

[Signature]
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[Signature]
Member Secretary
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- (11). 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 which was to be discussed later as per the decision of the Governing Body in its meeting held on September 27, 2010.

Resolved that a reminder be sent to the Directorate of Higher Education seeking clarification in this regard.

- (12). To consider and approve the recommendations of the Study Leave Advisory Committee for extending the Study Leave of Ms. Damini Gupta and Mr. Ajay Jaiswal for a further period of one more year.

Approved

- (13). To consider and approve the purchase of various software required from time to time for the new course curriculum for BBS and BFIA courses.

Resolved that a letter be written to Govt. of NCT of Delhi seeking clarification in this regard.

- (14). To approve the counting of past service of Mr. Sumit Lamba, Sr. PA to Principal who has joined the college on 21/07/2009 through proper channel from other government departments where he has worked from 11/11/2003 to 20/07/2009.

Approved

REPORTING ITEMS (OFFICE):

- (15). To report for approval fixation of pay of Dr. S.K. Goyal, Associate Professor in the revised pay scale as per the recommendations of the Sixth Pay Commission w.e.f. 24/07/2006 vide University letter no. CB-I/P.F/2010/20/33541 dt. 05/08.10.2010.

Noted and Approved

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

Sl. No.	Name	Period
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Department of Business Studies

1.	Ms. Nomita Sharma	From 23/11/10 for 4 months.
2.	Ms. Jyoti Sikka	From 23/11/10 for 4 months.
3.	Mr. Abhishek Kumar	From 23/11/10 for 4 months.
4.	Mr. Deepak Kukreja	From 23/11/10 for 4 months.
5.	Mr. Ameet Sao	From 23/11/10 for 4 months.
6.	Ms. Geetanjali Juneja	From 16/12/10 for 4 months.

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Department of Financial Studies

1. Ms. Vibhuti Vasishth From 23/11/10 for 4 months.
2. Ms. Priya Gupta From 23/11/10 for 4 months.
3. Ms. Naina Karol From 06/12/10 for 4 months.

Department of Computer Science

1. Mr. Onkar Singh From 23/11/10 for 4 months.
2. Ms. Aarti Goel From 23/11/10 for 4 months.
3. Ms. Urmil Bharti Jain From 23/11/10 for 4 months.

Noted and Approved and it was resolved that the faculty positions for Business Studies Department be advertised for filling up the same on regular basis immediately.

- (17). To report for approval action of the Chairman for appointing 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. 10/12/10.

Noted and Approved

- (18). To report for approval action of the Chairman for appointing of Mr. Pushpender Prajapati as Junior Library and Information Assistant on purely adhoc basis from 31/12/10 to 30/03/11 in the pay scale of Rs. 5,200-20,200/- with grade pay of Rs. 1900/-.

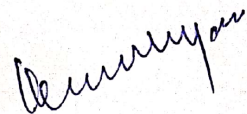
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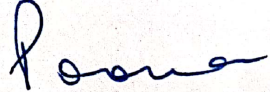
- (19). To report for approval action of the Chairman for appointing Mr. Rakesh Kumar as Driver on purely adhoc basis for a period of three months w.e.f. 19/11/10 in the pay scale of Rs. 5,200-20,200/- with Grade Pay of Rs. 1,900/-.

Noted and Approved

- (20). To report for approval action of the Chairman for giving the additional charge of Administrative Officer to Mr. S.K. Jairath, Section Officer (Accounts) in addition to his own duties and payment of entitled allowance as per University of Delhi rules to him in view of the services of Mr. S.K. Jain getting terminated.

Noted and Approved


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Reporting Items (Accounts):

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

S. No.	Name	Designation	Amount (Rs.)	Date	Purpose
1.	Sh. Sanjay Batra	Jr. Assistant	1,50,000/-	01/10/2010	Repair & Renovation of House
2.	Sh. Manohar Lal	Daftri	21,000/-	01/10/2010	Higher Education of Son
3.	Sh. Virender Khanna	Asso. Prof.	31,423/-	09/11/2010	Full & Final Settlement of P.F. Account
4.	Sh. Suman Singh	Off. Attdt.	16,000/-	02/12/2010	Renovation of House

Noted and Approved

(22). To report the investment/re-investment of Rs. 8,56,000/- 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.	72,000	04/10/2010	For five years out of Provident Fund Account
2.	1,10,000	04/10/2010	For one year out of New Pension Scheme Fund
3.	2,09,000	11/11/2010	For five years out of Provident Fund Account
4.	2,10,000	11/11/2010	For one year out of New Pension Scheme Fund
5.	2,55,000	08/12/2010	For five years out of Provident Fund Account
	8,56,000		

Noted and Approved

(23). A sum of Rs. 2,10,000/- paid to National Stock Exchange as 35 % of the fee collected from the students as per the MOU approved by the Governing Body in its meeting held on May 17, 2010.

Noted and Approved

Kunwar
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Joona
Member Secretary
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- (24). A sum of Rs. 4,51,295/- paid from Maintenance Account to M/S Rajdhani Furnishers (wholesale Dealer for sale & service of M/S Godrej & Boyce Mfg. Co. Ltd.) for purchase of furniture for new Labs on the recommendations of the purchase committee as per University rate list of Godrej Furniture.) Deducted 10 % of the total payment made i.e. Rs. 45,129/- (10 % of 451295) as Security (Bank Guarantee)

Noted and Approved

- (25). A sum of Rs. 83,239/ paid from APC Fund to M/S Rajdhani Furnishers (wholesale Dealer to slae & Service of M/S Godrej & Boyce Mfg. as per University rate list of Godrej Furniture Co. Ltd.) for cost of 10 tables for canteen on the recommendations of the purchase committee as per University rate list of Godrej Furniture. Deducted 10 % of the total payment made i.e. Rs. 8,324/- (10 % of 83239) as Security (Bank Guarantee). It was approved by the Governing Body in its meeting held on 17/05/2010.

Noted and Approved

- (26). A sum of Rs. 96,019/ was paid from Maintenance Account to M/S Visicom Systems Pvt. Ltd. for cost of seven white Boards for new class rooms on DGS & D rate contract on the recommendations of the Purchase Committee.

Noted and Approved

- (27). A sum of Rs. 29,610/- paid from Maintenance Account to M/S Visicom Systems Pvt. Ltd. for cost of eleven Pin-Up Boards for new class rooms , conference room and computer lab on the recommendations of the Purchase Committee.

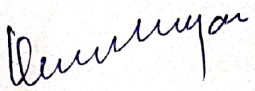
Noted and Approved

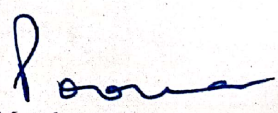
- (28). A sum of Rs. 3,23,977/- paid from Maintenance Account to M/S Anapoorna Industrial Corporation being the lowest bidder for cost of 170 class room desks for six class rooms in new building and two class rooms in old building on the recommendations of the purchase committee. Quotations were invited from forty two vendors out of which fourteen responded.

Noted and Approved

- (29). A sum of Rs. 42,052/- towards II installment (quarterly) for the period from 25/03/2010 to 24/03/2011 (Billing date 25/06/2010 to 24/09/2010) was paid to M/S Agmatel India (P) Ltd. for Annual Maintenance Contract of Computers and peripherals on the recommendations of the Purchase Committee (Rs. 27,465/- from Maintenance Accounts and Rs. 14,587/- from Student's Society Accounts). Quotations were invited from forty two vendors out of which six responded.

Noted and Approved


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- (30). A sum of Rs. 5,307/- from Maintenance Account towards the 3rd Installment (Quarterly) of six year from 03/11/2009 to 02/11/2010 (billing period from 03/05/2010 to 02/08/2010) 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 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

- (31). A sum of Rs. 3,635/- from Maintenance Account towards the 3rd installment (quarterly) from 10/02/2010 to 09/02/2011 (Billing date 10/08/2010 to 09/11/2010) to M/S R.K. Power Systems for Annual Maintenance Contract of three 5 KVA and one 3 KVA Enertech make online UPS on the recommendations of the purchase committee.

Noted and Approved

SUPPLEMENTARY AGENDA:

ITEMS (OFFICE):

- (1). To approve the appointment of the following teachers as Assistant Professors on the recommendations of the Selection Committee (on adhoc basis):

<u>Sl. No.</u>	<u>Name</u>	<u>Category</u>	<u>Period</u>
<u>Department of Business Studies</u>			
1.	Mr. Mukesh Kumar	SC	From 17/01/11 till the end of the semester or four months whichever is earlier
2.	Ms. Neha	SC	From 17/01/11 till the end of the semester or four months whichever is earlier
<u>Department of Financial Studies</u>			
1.	Ms. Achint Arora	Gen	From 17/01/11 till the end of the semester or four months whichever is earlier

Approved and it was resolved that the faculty positions for Business Studies Department be advertised for filling up the same on regular basis immediately.

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- (2). To consider and approve the appointment of M/s Java Management Services Pvt. Ltd. as Security Agency for college security on the recommendations of the Committee formed for the purpose being the lowest bidder.

Approved

- (3). To consider and approve the engaging of M/s Personal Touch in place of M/s Surya Caterers as Canteen Contractor for the college being the next one in the Panel List as per the recommendations of the Canteen Committee on account of the work of M/s Surya Caterers not being found satisfactory.

Approved

- (4). To consider and approve the sanctioning of an additional security guard for the new BFIA block of the college as per the recommendations of the Committee formed for appointing the new Security Agency for the college (at Sl. No. 4).

Approved and resolved that the expenditure for the same be met out of the course fee collected for this self-financing course.

REPORTING ITEMS (OFFICE):

- (5). To report for approval fixation of pay in the revised pay scale under 6th Central Pay Commission recommendations of Dr. Poonam Verma, Principal as per letter received from Deputy Registrar (Colleges), University of Delhi vide letter No. CB-I/P.F/2010/679/43677 dt. 10/15.12.2010.

Noted and Approved

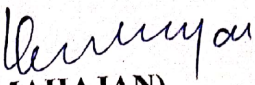
- (6). To report the receipt of orders from the Hon'ble High Court of Delhi in the Civil Misc. Petition No. 20791/2010 and Writ Petition (Civil) No. 6901/2010 in the case titled S.K. Jain Vs. Govt. of NCT of Delhi & Ors.

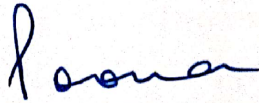
Noted

REPORTING ITEMS (ACCOUNTS):

- (7). To report the investment/re-investment of Rs. 6,60,000/- out of New Pension Scheme Fund with Canara Bank under Fixed Deposit Scheme for a period of one year on the consent of elected representatives of the P.F. subscribers.

Noted and Approved


(K.K. MAHAJAN)
CHAIRMAN, GOVERNING BODY


(POONAM VERMA)
MEMBER SECRETARY, GOVERNING BODY

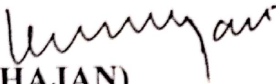
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**SHAHEED SUKHDEV COLLEGE OF BUSINESS STUDIES
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Following members attended the meeting of the Governing Body of the college held on **December 27, 2010 at 11 am** in the college premises (Principal's Office):

1. Sh. K.K. Mahajan – Chairman.
2. Sh. Ajesh Luthra – Member.
3. Prof. Maitreyi Chandra – Member.
4. Prof. Anand Prakash – Member, University Representative.
5. Dr. Poonam Verma – Principal.


(K.K. MAHAJAN)
CHAIRMAN, GB

Chairman , Governing Body
Shaheed Sukhdev College of Business Studies
University of Delhi
Vivek Vihar, Phase-II,
Delhi-110 095


(POONAM VERMA)
MEMBER SECRETARY, GB

Dr. Poonam Verma
Member Secretary , Governing Body
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