



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

Minutes of the Governing Body meeting of the college held on **February 19, 2011** from **12 noon onwards** in the college premises (Principal's Office) is as follows:

Following members attended the meeting:

1. Mr. K.K. Mahajan – Chairman.
2. Mr. Anuj Sinha – Member.
3. Prof. Maitreyi Chandra – Member.
4. Mr. Ajesh Luthra – Member.
5. Mr. Jai Kishan Vats – Member.
6. Prof. Anand Prakash – Member (University Representative).
7. Dr. S.K. Goyal – Member (Teacher Representative).
8. Mr. Neeraj Kumar Sehrawat – Member (Teacher Representative).
9. Dr. Poonam Verma – Member Secretary (Principal).

- (1). To report that the minutes of the Governing Body meeting held on **December 27, 2010** and **emergency meeting** held on **February 9, 2011** were confirmed by circulation to members.

Minutes were circulated and confirmed

- (2). Report of the “**Action Taken**” on the minutes of Governing Body meetings held on **December 27, 2010** and **February 9, 2011**.

Meeting dt. December 27, 2010:

RESOLUTION

Item No. 1 to 3

Item No. 4

To consider the case of Ms. Achint Arora
as Guest Faculty

Item No. 5

LWP of Mr. Atul Bhardwaj, Technical Assistant

ACTION TAKEN

Matter of record.

A letter in this regard has been written to Dean of Colleges, University of Delhi and reply of the same is awaited.

As directed by the Governing Body the concerned individual has been served the extracts of the meeting for doing the needful at his end.

Anuj Sinha

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

Poonam Verma
Dr. Poonam Verma
Member Secretary, Governing Body
Shaheed Sukhdev College of Business Studies
University of Delhi
Vivek Vihar, Phase-II,
Delhi-110 095

Item No. 6

Re-advertising for the post of Librarian

Under process.

Item No. 7 & 8

Matter of record.

Item No. 9

Proposal for SIFE for recycling the old projects

A letter in this regard has been written to the University of Delhi and reply of the same is awaited.

Item No. 10

Matter of record.

Item No. 11

Creation of posts vide letter no. DHE-13(2)/Misc./2008-09/5245 dt. 17/09/10 of DHE, Govt. of NCT of Delhi.

As directed by the Governing Body a reminder has been sent to DHE, Govt. of NCT of Delhi and the reply of the same is awaited.

Item No. 12

Matter of record.

Item No. 13

Purchase of various softwares required from time to time for the new course curriculum for BBS and BFIA

The requirement for the same will be incorporated in the next budget to be sent for approval to DHE, Govt. of NCT of Delhi.

Item No. 14 to 31

Matter of record.

Supplementary Agenda:

Item No. 1 to 7

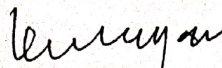
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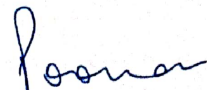
Emergency meeting dt. 09/02/2011:

To consider the application received from Dr. Tanuja Sharma, Associate Professor for condoning the three months' notice period required for applying for Voluntary Retirement as she has applied for the same.

Extracts of the meeting has been served to Dr. Tanuja Sharma for the needful action at her end.

Resolved that the report of 'Action Taken' on the minutes of the Governing Body meeting held on 27/12/10 & 09/02/11 be recorded.


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


Dr. Poonam Verma
Member Secretary, Governing Body
Shaheed Sukhdev College of Business Studies
University of Delhi
Vivek Vihar, Phase-II,
Delhi-110 095

ITEM (OFFICE):

- (3). To consider the request received from Deputy Registrar, Central University of Haryana regarding extending the period of deputation for further one more year of Mr. S.K. Dagar, Jr. Assistant presently working as UDC in Central University of Haryana w.e.f. 26/03/2011 to 25/03/2012.

Approved

- (4). To increase the intake of students for BFIA course for the next academic session starting in July 2011 to 90 from the sanctioned students strength for the 2010-11 session.

Approved and it was also resolved that a reminder letter be sent to the University of Delhi regarding increasing the course fee for this course.

- (5). To consider and approve the 02 days LWP from 03/02/11 to 04/02/11 of Ms. Geetanjali Juneja, Assistant Professor (ad hoc basis).

Approved

- (6). To consider and approve the 04 days LWP from 07/02/11 to 10/02/11 of Mr. Ramesh Chander, SPA (Library) on account of medical grounds.

Approved

- (7). To consider and approve the appointment of Ms. Sonia Sareen as Placement Officer on ad hoc basis w.e.f. 11/03/11 for a period of three months in the pay scale of ₹ 15,600-39,100/- with Grade Pay of ₹ 5,400/-.

Approved

REPORTING ITEMS (OFFICE):

- (8). To report the discontinuation of services of Mr. Rakesh Kumar, Driver (ad hoc basis) w.e.f. 10/02/2011 (F/N).

Noted and approved

- (9). To report the discontinuation of services of Mr. Pushendar Prajapati, JLIA (ad hoc basis) w.e.f. 08/01/2011 (F/N).

Noted and approved

- (10). To report for approval the fixation of pay of Mr. Drig Pal Yadav to the post of Daftl. vide University of Delhi letter no. CB-III/Fix of Pay/2011/47903 dt. 03rd January, 2011 at ₹ 7,890/- with Grade Pay ₹ 1,900/- w.e.f. 01/07/2008 in the pay band of ₹ 5,200-20,200/-.

Noted and approved

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

Poonam
Dr. Poonam Verma
Member Secretary, Governing Body
Shaheed Sukhdev College of Business Studies
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- (11). To report for approval the action of the Chairman for appointing Mr. Pushpendar Prajapati as Junior Library & Information Assistant on regular basis in the pay band of ₹ 5,200-20,200/- with Grade Pay of ₹ 1,900/- on the recommendations of the duly constituted Selection Committee w.e.f. 14/01/11 (A/N).

Noted and approved

- (12). To report for approval the action of the Chairman for appointing Mr. Gaurav Prakash as System and Network Administrator on contractual basis for six months with consolidated salary of ₹ 40,000/- on the recommendations of the duly constituted Selection Committee w.e.f. 02/02/11.

Noted and approved

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

Sl. No.	Name	Period
<u>Department of Business Studies</u>		
1.	Mr. D.C. Shukla	From 17/01/2011 till the end of the semester
2.	Ms. Vibhu Gupta	From 18/01/2011 till the end of the semester
3.	Ms. Aanchal Jain	From 19/01/2011 till the end of the semester
4.	Ms. Priya Gupta	From 17/01/2011 till the end of the semester
5.	Mr. Deepak Kukreja	From 17/01/2011 till the end of the semester
<u>Department of Financial Studies</u>		
1.	Mr. D.C. Shukla	From 17/01/2011 till the end of the semester
2.	Ms. Kumar Bijoy	From 17/01/2011 till the end of the semester
3.	Mr. Shyamal Sinha	From 21/01/2011 till the end of the semester
<u>Department of Computer Science</u>		
1.	Ms. Shikha Gupta	From 21/01/2011 till the end of the semester
2.	Mr. Aaditya Pancholi	From 21/01/2011 till the end of the semester
3.	Ms. Barkha	From 21/01/2011 till the end of the semester
4.	Ms. Shabnam Aggarwal	From 21/01/2011 till the end of the semester
5.	Mr. Rishi Rajan Sahay	From 17/01/2011 till the end of the semester
6.	Ms. Aanchal Jain	From 21/01/2011 till the end of the semester
7.	Mr. Onkar Singh	From 21/01/2011 till the end of the semester
8.	Ms. Anamika R. Gupta	From 21/01/2011 till the end of the semester

Noted and approved

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

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Dr. Poonam Verma
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Reporting Items (Accounts)

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

S. No.	Name	Designation	Amount (Rs.)	Date	Purpose
1.	Mr. Tulsi Ram Sharma	Lab. Attdt.	75,000	10/01/2011	Thread Ceremony of Son
2.	Mr. Atul Bhardwaj	Tech. Assistant	68,000	10/01/2011	Thread Ceremony of Son
3.	Mr. Drig Pal Yadav	Daftri	1,00,000	02/02/2011	Mundan Ceremony
4.	Mr. Krishan Pal	S.K.	10,000	02/02/2011	Renovation of House
5.	Mr. Pradeep Verma	Assistant	21,000	02/02/2011	Treatment of Mother
6.	Mr. Baleshwar Ram	Mali	15,000	09/02/2011	Purchase of Refrigerator

Noted and approved

(15). To report the investment/re-investment of Rs. 3,59,000/- out of Employees Provident Fund and New Pension Scheme Fund with Canara Bank under fixed deposit scheme for a period of 33 Months / 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.	1,27,000	10/01/2011	For 33 Months out of Provident Fund Account
2.	1,28,000	09/02/2011	For 33 Months out of Provident Fund Account
3.	50,000	10/01/2011	For one year out of New Pension Scheme Fund
4.	54,000	09/02/2011	For one year out of New Pension Scheme Fund
	3,59,000		

It was resolved that a letter be written to Canara Bank asking them to sponsor some event/activity for the college. Governing Body also resolved that as the FD rates have been revised upward, college should renew all old FDs with the enhanced rates of interest, wherever, it is beneficial to the college.

(16). A sum of Rs.32,095/- paid to M/S Air Command (Authorized Sales & Service Partner of Blue Star) for purchase of one Water Cooler on DGS & D rate contract on the recommendations of the purchase committee. (The Purchase was approved by the Governing Body in its meeting held on 27/12/2010)

Noted and approved

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

[Signature]
Dr. Poonam Verma
Member Secretary, Governing Body
Shaheed Sukhdev College of Business Studies
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SUPPLEMENTARY AGENDA:

- (1). To consider and approve the releasing of arrear to Guest Faculty members who have taught in the college from 01/01/2010 to 20/07/2010 in view of University of Delhi letter no. CB-II/2010 Circ./23774 dt. 17/08/2010 stating the revised rates of honorarium.

Approved

- (2). To consider and approve the appointment of the following Guest Faculty (Period Basis):

Sl. No.	Name	Period
<u>Department of Business Studies</u>		
1.	Sh. Ameet Sao	From 11/02/11 till the end of the semester
2.	Ms. Nomita Sharma	From 15/02/11 till the end of the semester
3.	Ms. Neha	From 14/02/11 till the end of the semester
<u>Department of Financial Studies</u>		
1.	Dr. I.C. Dhingra	From 07/02/11 till the end of the semester
2.	Sh. Abhishek Tandon	From 14/02/11 till the end of the semester

Approved

- (3). To consider and approve the proposal for LAN cabling for 80 new computers in two labs and for rest of the college premises, wherever required and meeting the expenditure of the same through the APC fund.

Approved

- (4). To consider the proposal received from M/s Meros Technologies Pvt. Ltd. offering one year free trial of college automation system.

It was unanimously resolved that:

(a). M/s Meros Technologies Pvt. Ltd. be asked to conduct a demonstration of the college automation system in the college for getting feedback from the faculty members and students.

(b). A Committee be constituted consisting representatives from college faculty & students to be headed by Mr. Anuj Sinha, Member, GB.

- (5). To consider and approve the purchase of LCD projectors and Library book shelf for the college through the APC fund.

Approved

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

Poonam
Dr. Poonam Vardha
Member Secretary, Governing Body
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- (6). To consider and approve generally including the list of vendors approved by University of Delhi alongwith the DGS & D approved registered suppliers for inviting tenders for the purchase of items, allocation of job work and AMC, whenever required by the college.

Approved

- (7). To consider and approve the appointment of Transparency Officer as per letter No. DHE-15(338)/08/PF/7227 dt. 19.01.2011 received from the office of PIO/DD, Directorate of Higher Education, Govt. of NCT of Delhi.

Approved and it was resolved that the two senior most faculty members be appointed as Transparency Officer on rotational basis for one year period each.

REPORTING ITEMS (OFFICE):

- (8). To approve the fixation of pay of Sh. Baleshwar Ram, Mali under 1st upgradation in terms of ACP Scheme vide Deputy Register, University of Delhi letter No. CB-III/Fix of Pay-ACP/2011/52136 dt. 07/08, Feb, 2011.

Noted and approved

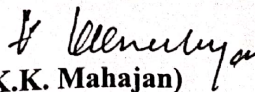
- (9). To report for approval action of the Chairman for appointing Mr. Rakesh Kumar as Driver on regular basis on the recommendations of the Selection Committee in the pay scale of ₹ 5,200-20,200/- with Grade Pay of ₹ 1,900/-.

Noted and approved


Misc. Points:

The application dated 16/02/2011 submitted by Dr. Tanuja Sharma requesting for VRS and condoning the three months required notice period and for relieving from duty as on 14/15 January, 2011 (and received in the college on 18/02/2011) was placed before the Governing Body with the permission of the Chair and considered in its meeting held on 19/02/2011. After due deliberation, it is concluded that the request of Dr. Tanuja Sharma for forfeiture of Earned Leave in lieu of notice period cannot be accepted as not being legally permissible. Likewise, the tender of three months salary by her in lieu of three months notice period too cannot be accepted as not being legally tenable. Hence, her application dt. 16/02/2011 is rejected.

However, if Dr. Tanuja Sharma represents for condonation/curtailment of three months notice period by citing reasons for condonation/curtailment, the same may be placed before the Hon'ble Chairman for consideration and appropriate action for which the Chairman is hereby authorized.


(K.K. Mahajan)
Chairman, GB

Chairman, Governing Body
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Vivek Vihar, Phase-II,
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(Poonam Verma)
Member Secretary, GB

Dr. Poonam Verma
Member Secretary, Governing body
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