



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

Minutes for the meeting of the truncated Governing Body of the college held on **December 5, 2011 (Monday)** at **11 AM** in the college premises (Principal's Office) is as follows:

Following members attended the meeting:

1. Prof. Anand Prakash – Member, Univ. Rep. (Chairman).
2. Prof. Achin Vanaik – Member, Univ. Rep.
3. Dr. Preeti Rajpal Singh – Member, Teacher Rep.
4. Mr. Neeraj Kumar Sehrawat – Member, Teacher Rep.
5. Dr. Poonam Verma – Member Secretary (Principal).

- (1). To report that the minutes of the meeting of the truncated Governing Body held on **September 26, 2011** were confirmed by circulation to members.

Minutes were circulated and confirmed.

- (2) Report of the “**Action Taken**” on the minutes of the meeting held on **September 26, 2011**

Resolution

Item No. 1 to 2

Item No. 3:

Regarding Dr. Tanuja Sharma's case

Item No. 4:

Request of staff members for transfer of salary account

Item No. 5 to 15

Item No. 16:

Committee to recommend proposals for the Silver Jubilee Celebrations of the college

Action Taken

Matter of record.

As directed by the University of Delhi, the case has been sent to Chairman, GB for his consideration.

In-process

Matter of record.

Meetings of the duly constituted committee

Dr. Poonam Verma
Member Secretary, Governing Body
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University of Delhi
Vivek Vihar, Phase-II
Delhi-110 095

Chairman, Governing Body
Shaheed Sukhdev College of Business Studies
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to recommend proposals for the Silver Jubilee celebrations of the college in the year 2012 was held and the proposed budget is put up to the GB for approval.

Item No. 17 to 37

Matter of record.

Resolution

Action Taken

Supplementary Agenda:

Item No. 1:

₹ 1,00,000/- scholarship by Dr. S.S. Gulshan, founder Principal of the college

College has been informed that Dr. S.S. Gulshan will be personally handling over the cheques in December 2011.

Item No. 2:

Recommendations of the Budget Committee

Item No. 3

Matter of record.

Item No. 4:

Grant of financial assistance to economically weaker students

In-process.

Item No. 5 to 12

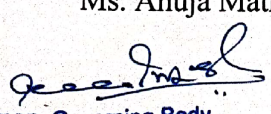
Matter of record.

Resolved that the 'Action Taken' on the minutes of the Governing Body meeting held on 26/09/2011 be recorded.

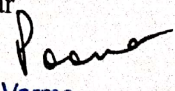
Regarding the case of Dr. Tanuja Sharma it was informed by the Chairman, Governing Body that he has sent a letter to Dean (Colleges), Univ. of Delhi for seeking legal clarification on the issues which have been raised in the letter of the Principal and the reply to the same is awaited.

ITEMS (OFFICE):

- (3). To consider the recommendations of the Study Leave Advisory Committee for granting Ms. Anuja Mathur, Associate Professor study leave for a period of one year


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Approved


Dr. Poonam Verma
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- (4). To consider the recommendations of the Silver Jubilee Celebrations Committee for the approval of budget for this event.

The Governing Body took pride in the fact that the college will be completing its 25 glorious years. It then approved the proposals of the Silver Jubilee Celebrations Committee in general and it was decided that the function to celebrate the silver jubilee of the college be held on August 3, 2012 in an auditorium to be able to accommodate 1000 people followed by appropriate refreshments. The Governing Body approved the printing of college diary to be given to all the employees, University officials, Delhi Government officials, Governing Body members with their names embossed on it and to the students and some prominent alumni of the college as well.

It was further decided that the printing material for this celebrations should have a separate logo reflecting the completion of 25 years of the college and separate stationery be printed for this. The Governing Body also approved the promotional material reflecting the achievements of the college during the last 24 years.

It was also decided that the mementos to be given to all the staff members of the college be uniform. It was also decided that this may be discussed and finalized by the all member Governing Body.

Governing Body also decided that the funding for all these should be done from the APC Fund which otherwise is used for the college development. The Governing Body reinforced that these celebrations are indeed for the development of the college.

- (5). To consider the Leave Without Pay of Mr. Deepak Kumar, Safai Karamchari for a total period of 02 days w.e.f. 24/10/2011 & 11/11/2011.

Approved

- (6). To consider the Leave Without Pay of Mr. Ramesh Chandra, SPA (Library) for a total period of 46 days w.e.f. 01/03/2011, 14/03/2011 to 31/03/2011, 01/04/2011, 05/04/2011 to 13/04/2011, 18/04/2011 to 20/04/2011, 10/10/2011 to 19/10/2011, 08/11/2011 to 11/11/2011.

Approved

- (7). To consider and approve the opening of a new account for SIFE SSCBS.

Approved

- (8). To approve the recovery of ₹ 61,000/- from Mr. Atul Bhardwaj, Technical Assistant (Computers) on account of purchasing tickets from unauthorized agent contrary to Office Memorandum of Govt. of India, Ministry of Finance, Department of Expenditure No. 19024/1/2009-E.IV dt. 16th September, 2010 circulated vide letter of Assistant Consultant (Colleges), University of Delhi bearing no. CB-III/Lib/2010/46731 dt. 28/29 December, 2010.

Approved and the recovery from Mr. Atul Bhardwaj be made at the earliest.

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REPORTING ITEMS (OFFICE):

- (9). To approve the recommendations of the duly constituted Selection Committee vide its meeting held on 01/10/2011 for appointing Ms. Deepti Khatri as Librarian in the pay scale of ₹ 15,600-39,100/- with Grade Pay of ₹ 6,000/- and her joining for the said post on 12/10/2011.

Noted and approved

- (10). To approve the discontinuation of officiating allowance w.e.f. 12/10/2011 being paid to Dr. Tribhuvan Kumar who was officiating as Librarian after the joining of Ms. Deepti Khatri as Librarian on 12/10/2011.

Noted and approved

- (11). To report the joining back of duties of Ms. Anamika R. Gupta, Assistant Prof. on 16/11/2011 after availing Child Care Leave w.e.f. 22/07/2011 to 15/11/2011.

Noted and approved

- (12). To report the joining back of duties of Ms. Archana Pandey, Lab Attendant on 24/10/2011 after availing Child Care Leave w.e.f. 27/09/2011 to 21/10/2011.

Noted and approved

- (13). To report the fixation of pay of Ms. Bimlesh Sharma, SPA (Library) in the revised pay scale of ₹ 5,200-20,200/- with Grade pay of ₹ 1,900/- w.e.f. 01/01/2006 vide University of Delhi letter no. CB-III/Fix. Of Pay/2011/33992 dt. 02/11/11.

Noted and approved

- (14). To report for approval action of the Chairman for appointing Dr. Sameer Anand, Assistant Professor as college bursar for a period of one year.

Noted and approved

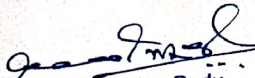
Items Accounts

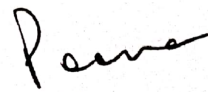
- (15). To consider and approve the observations of the College Audit Report of the Local Fund Account for the financial year 2008-2009.

Approved

- (16). To consider and approve the Non-Recurring Budget for the financial year 2011-2012.

Approved


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Reporting Items (Accounts)

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

S. No.	Name	Designation	Amount (Rs.)	Date	Purpose
1.	Mr. Jagdev Singh	Gestn. Optr.	1,00,000	03/10/2011	Pagari Ceremony of Son
2.	Mr. Krishan Pal	S.K.	50,000	03/10/2011	Daughter's Marriage
3.	Mr. Mohd. Ahmad	Care taker	5,00,000	10/10/2011	Daughter's Marriage
4.	Mr. Harbhajan Singh	Driver	75,000	01/11/2011	Daughter's Engagement

Noted and approved

(18). To report the investment/re-investment of Rs. 4,81,000/- out of New Pension Scheme Fund with Canara Bank under fixed deposit scheme.

S. No.	Amount	Date of Investment	Remarks	Bank
1.	1,75,000	10/10/2011	For 180 days Out of New Pension Scheme Fund	Canara Bank
2.	3,06,000	11/11/2011	For 180 days Out of New Pension Scheme Fund	Canara Bank
	4,81,000			

Noted and approved

(19). A sum of Rs. 17,573/- paid to M/S Krishna Computers for cost of 02 Printers (Model No. HPLJP1007 & HPLJ Pro P 1606dn) on DGS & D rate Contract on the recommendations of the Purchase Committee.

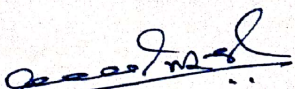
Noted and approved


(20). A sum of Rs. 27,024/- was paid to M/S Nikom Infra Solutions Pvt. Ltd. for repair charges of one 10 KVA UPS of APC make on the recommendations of the purchase committee out of APC Account.

Noted and approved

(21). A sum of Rs. 3,635/- towards the third installment (quarterly) from 10/02/2011 to 09/02/2012 (Billing date 10/08/2011 to 09/11/2011) 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


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- (22). A sum of Rs. 21,064/- was paid to M/s New Field Advertising Agency (an authorized agency of DAVP/DIP Delhi Government) for publishing advertisement for the post of System & Network Administrator in the newspaper "The Times of India".

Noted and approved

SUPPLEMENTARY AGENDA:

ITEMS (OFFICE):

- (1). To consider and approve the grant of 13 days Earned Leave to the Principal from 09/01/12 to 21/01/12 and accord approval for handing over the charge for the said period to the senior most teacher of the college as per University Ordinance.

Approved. Only 12 days Earned Leave to be deducted of the Principal as 21/01/12 is a Saturday (inadvertently mentioned as 13 days in the agenda item) w.e.f. 09/01/12 to 20/01/12.

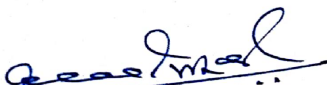
It was decided that the charge be given (till 21/01/12) by the Principal to the senior most teacher as per the University Ordinance and it was further reinforced that the additional duties assigned from time to time by the appropriate authority cannot be refused by any teacher.

- (2). To consider and approve the training sessions to increase the employability of the students as per the proposal of the Placement Cell.

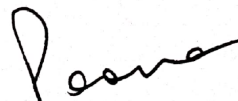
Approved. However, these training sessions should be organized by the Placement Cell by engaging appropriate professionals for this.

- (3). To consider and approve the re-appointment of Ms. Sonia Sareen as Placement Officer in the pay scale of ₹ 15,600-39,100/- with grade pay of ₹ 5,400/- on purely adhoc basis for a period of three months w.e.f. 16/12/2012 after giving one day's break.

Approved


(ANAND PRAKASH)
CHAIRMAN, GB

Chairman, Governing Body
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(POONAM VERMA)
MEMBER SECRETARY, GB
Dr. Poonam Verma
Member Secretary, Governing Body
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