



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

Minutes of the meeting of the Governing Body held on **February 27, 2013 (Wednesday)** at **03:30 PM** in the college premises (Principal's Office) are as follows:

The following members attended the meeting:

1. Mr. Ajay Virmani, Treasurer.
2. Ms. Mahrukh Singh, Member.
3. Dr. Sanjeev Kumar, Member.
4. Prof. Girishwar Misra, University Representative.
5. Dr. H.K. Porwal, Teacher Representative.
6. Dr. Sameer Anand, Teacher Representative.
7. Mr. S.K. Jairath, Non-Teaching Staff Representative (Special Invitee).
8. Dr. Poonam Verma, Principal/Member Secretary.

The Chairman expressed his inability to attend the meeting due to an emergent situation. Mr. Ajay Virmani, Treasurer was requested to Chair the meeting in the absence of the Chairman.

Ms. Kumkum Chadha, Member had expressed her inability to attend the meeting due to ill health and Mr. M.C. Sharma, Member informed through e-mail that he would not be able to attend the meeting as he would be out of station.

- I. To confirm the minutes of the meeting of the Governing Body held on **December 15, 2012** as approved by circulation to members.

Minutes were confirmed.

- II. Report of the "**Action Taken**" on the minutes of the meeting held on **December 15, 2012**:

Resolution

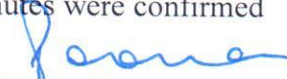
Item No. 1:

Confirmation of minutes of meetings
dt. September 25, 2012 & October 9, 2012


Chairman, Governing Body meeting dt. 27/02/13
Shaheed Sukhdev College of Business Studies
University of Delhi
Vivek Vihar, Phase-II
Delhi-110095

Action Taken

Minutes were confirmed


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

Resolution

Item No. 2:

Appointment of Mr. Amit Bansal as lawyer in case of Dr. Tribhuvan Kumar, Prof. Assit., Library in the Hon'ble High Court of Delhi

Item No. 3:

Appointment of new Bursar

Item No. 4:

Appointment of Mr. Javed Siddiqui as JACT on contractual basis

Item No. 5:

Appointment of adhoc teachers

Item No. 6:

Stock Verification Report of Library For 2011-12

Item No. 7:

Writing off the damaged books from the Library

Item No. 8:

Resignation of Ms. Damini Gupta, Assistant Prof.

Action Taken

Mr. Amit Bansal was appointed as lawyer in the said case

Mr. Ajay Jaiswal was appointed as new Bursar of the college.


Mr. Javed Siddiqui joined the college on the said post.

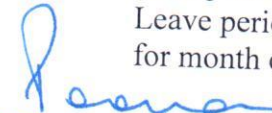
Appointed and joined.

The same was approved by the GB.

All the pages of the report were duly signed.

After receiving the consent from Ms. Mahrukh Singh, Member, Fact Finding Committee resignation of Ms. Damini Gupta was accepted w.e.f. 03/08/12 as per DU rules. A letter has been sent to Ms. Damini Gupta regarding recovery of ₹ 15,14,688/- as per DU rules for the salary paid to her during the Study Leave period and salary paid for month of October, 2012.


Chairman, Governing Body meeting dt. 27/02/13
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Vivek Vihar, Phase-II
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Dr. Poonam Verma
Member Secretary, Governing Body
Shaheed Sukhdev College of Business Studies
University of Delhi
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Delhi-110 095

Resolution

Action Taken

Item No. 9 & 10:

Appointment of Guest Faculty in place of Ms. Kavita Rastogi who proceeded on CCL

Appointment of Guest Faculty in her place was made.

Item No. 11:

Extension of Study Leave of Ms. Anuja Mathur, Associate Prof.

Was approved by the GB.

Item No. 12:

Granting of Loan/Final Withdrawal from PF of employees

Was approved by the GB.

Item No. 13:

Investment/Re-investment of funds (PF & NPS)

Was approved by the GB.

Item No. 14:

Installment for AMC of UPS

Was approved by the GB.

Supplementary Agenda:

Item no. 1:

Inquiry Report of Mr. Atul Bhardwaj, Technical Assistant

Copy of the Inquiry Report was provided to Mr. Atul Bhardwaj and he was given 15 days' time to give any representation/ submission on the same, but no reply was received from him. Thereafter, a copy of the Inquiry Report submitted by Sh. M.P. Sharma, Inquiry Officer (Advocate Supreme Court) was provided to the two member Committee formed by the GB to recommend the further course of action in this matter.

Resolution

Action Taken

Item no. 2:

Appointment of Placement Officer

Appointment on adhoc basis was made and applications were invited for filling up this post on regular basis by releasing the advertisement.

Item No. 3:

Interview for System & Network Administrator

Interview was conducted

Point no. 4:

Skill enhancement programs for reserve category students

The presentation from two organisations was held and attended by the members of the Sub-Committee formed for this purpose.

Point no. 5:

LSEase software for college library

In the process.

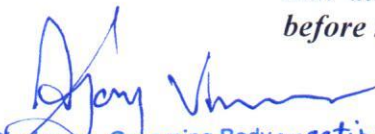
III. MAIN AGENDA FOR THE MEETING DT. 27TH FEB, 2013


ITEMS (OFFICE)

- (1). To take the final action on the report received from the two member Committee formed for recommending the further course of action in the LTC inquiry case of Mr. Atul Bhardwaj, Technical Assistant (Computers).

Based on the Inquiry Report, two member Committee's recommendation and after detailed discussions, it was unanimously decided that Compulsory Retirement be given to Mr. Atul Bhardwaj as per University Non-Teaching Employees (Terms and Conditions of Service) Rules – 1971 Chapter VI, Penalties and Appeals, Section III (Penalties and Disciplinary Authorities) (67) Penalties (v).

The Governing Body further recommended that the college Administration may seek legal opinion to ensure that all the procedural formalities have been completed before serving the order to the concerned employee.


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- (2). To consider and approve the request received for conducting Web-designing workshop from the BFIA students.

The Governing Body gave its approval for conducting the Workshop and directed that this workshop should be open for all the students of the college.

- (3). To seek the approval of the Governing Body for the appointment of Lok Bharti organization to conduct a 50 hour workshop for 50-60 students of BBS/BFIA/B.Sc (H) Comp. Sc. (1st year) for enhancing the communication skills.

The Governing Body authorized the Principal and Treasurer of the college to take a final decision in this matter and also directed that the expenditure on conducting this workshop be met out of the APC Fund of the college.

REPORTING ITEMS (OFFICE)

- (4). To approve the appointment of Ms. Amanpreet Kaur as Assistant Prof. on adhoc basis in the Department of Business Studies against the short leave vacancy as Dr. Tarannum Ahmad has proceeded on CCL from 05/02/13 to 30/04/13 or till the incumbent joins her duty back with the college in the pay scale of ₹ 15,600/- - 39,100/- with Grade Pay of ₹ 6,000/- plus usual allowances as per DU rules.

Noted and approved

- (5). To report the Chairman's approval for appointment of Ms. Sonia Sareen as Placement Officer on adhoc basis for a period of three months w.e.f. 19/12/12 to 18/03/13 in the pay scale of ₹ 15,600/- - 39,100/- with Grade Pay of ₹ 5,400/- based on the meeting of the Selection Committee held on 18/12/12.

Noted and approved

- (6). To report the appointment of Mr. Varun Sharma as System & Network Administrator on contractual basis for a period of six months w.e.f. 19/01/13 on a consolidated salary of ₹ 37,500/- per month based on the meeting of the Selection Committee held on 18th January, 2013.

Noted and approved

- (7). To report the appointment of Mr. Iswari Paudal and Mr. Suraj Wadhwa (against leave vacancy) as Lab Attendant on contractual basis for a period of six months w.e.f. 14/01/13 on a consolidated salary of ₹ 8,250/- per months based on the meeting of the Selection Committee held on January 11, 2013.

Noted and approved



Chairman, Governing Body meeting dt. 27/02/13
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University of Delhi
Vivek Vihar, Phase-II
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Dr. Poonam Verma
Member Secretary, Governing Body
Shaheed Sukhdev College of Business Studies
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- (8). To report the appointment of Mr. Sunny as Office Attendant on contractual basis for a period of six months w.e.f. 18/01/13 on a consolidated salary of ₹ 8,250/- per month based on the meeting of the Selection Committee held on January 11, 2013.

Noted and approved

- (9). To report the appointment of Mr. Rishikesh Kumar Singh (Sl. No. 2 in the Panel list as Sl. No. 1 in the Panel refused to join) as Scientific Assistant on contractual basis for a period of six months w.e.f. 18/01/13 on a consolidated salary of ₹ 16,500/- based on the meeting of the Selection Committee held on January 11, 2013.

Noted and approved

- (10). To report for approval the action of the Principal for appointment of the following Guest Faculty (period basis)

Sl. No.	Name	Period
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DEPARTMENT OF BUSINESS STUDIES

1	Ms. Aloka Singh	From 07/01/13 till the end of the semester (i.e. 30/04/13)
2	Dr. Bhavya Taneja	From 04/01/13 till the end of the semester (i.e. 30/04/13)
3	Dr. Rakesh Sawhney	From 10/01/13 till the end of the semester (i.e. 30/04/13)
4	Ms. Neha	From 09/01/13 till the end of the semester (i.e. 30/04/13)
5	Mr. Pankaj Upadhyay	From 15/01/13 till the end of the semester (i.e. 30/04/13)
6	Ms. Rajat Arora	From 03/01/13 till the end of the semester (i.e. 30/04/13)
7	Dr. Harapal Singh	From 07/01/13 till the end of the semester (i.e. 30/04/13)
8	Dr. Sanjay Goyal	From 03/01/13 till the end of the semester (i.e. 30/04/13)
9	Mr. Neeraj Kumar	From 03/01/13 till the end of the semester (i.e. 30/04/13)
10	Mr. Deepak Kukreja	From 03/01/13 till the end of the semester (i.e. 30/04/13)
11	Dr. Abhishek Tandon	From 03/01/13 till the end of the semester (i.e. 30/04/13)
12	Ms. Kishori Ravi Shankar	From 03/01/13 till the end of the semester (i.e. 30/04/13)
13	Mr. Ameet Sao	From 03/01/13 till the end of the semester (i.e. 30/04/13)
14	Ms. Malvika Mago	From 09/01/13 till the end of the semester (i.e. 30/04/13)
15	Dr. Nomita Sharma	From 21/01/13 till the end of the semester (i.e. 30/04/13)
16	Dr. H.K. Porwal	From 07/01/13 till the end of the semester (i.e. 30/04/13)
17	Dr. Preeti Rajpal Singh	From 03/01/13 till the end of the semester (i.e. 30/04/13)
18	Dr. O.M. Aggarwal	From 07/01/13 till the end of the semester (i.e. 30/04/13)

DEPARTMENT OF FINANCIAL STUDIES

1	Mr. Ashish Lamba	From 04/01/13 till the end of the semester (i.e. 30/04/13)
2	Dr. K.B. Singh	From 08/01/13 till the end of the semester (i.e. 30/04/13)
3	Dr. D.C. Shukla	From 07/01/13 till the end of the semester (i.e. 30/04/13)
4	Ms. Kriti Mahajan	From 03/01/13 till the end of the semester (i.e. 30/04/13)
5	Dr. Rahika Kapoor	From 04/01/13 till the end of the semester (i.e. 30/04/13)
6	Ms. Vibhuti Vasishth	From 08/01/13 till the end of the semester (i.e. 30/04/13)
7	Ms. Priya Gupta	From 03/01/13 till the end of the semester (i.e. 30/04/13)
8	Mr. Jyoti Prakash Verma	From 29/01/13 till the end of the semester (i.e. 30/04/13)
9	Mr. Manoj Sharma	From 08/01/13 till the end of the semester (i.e. 30/04/13)

[Signature]
 Chairman, Governing Body meeting dt. 27/02/13
 Shaheed Sukhdev College of Business Studies
 University of Delhi
 Vivek Vihar, Phase-II
 Delhi-110095

[Signature]
 Dr. Poonam Verma
 Member Secretary, Governing Body
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- 10 Mr. A. Gopal Krishnan From 04/01/13 till the end of the semester (i.e. 30/04/13)

DEPARTMENT OF COMPUTER SCIENCE

- 1 Mr. Parmendra K. Mishra From 03/01/13 till the end of the semester (i.e. 30/04/13)
 2 Ms. Sughandha From 04/01/13 till the end of the semester (i.e. 30/04/13)
 3 Mr. Lokesh Giri From 04/01/13 till the end of the semester (i.e. 30/04/13)
 4 Dr. Arvind From 04/01/13 till the end of the semester (i.e. 30/04/13)
 5 Ms. Aarti Goel From 07/01/13 till the end of the semester (i.e. 30/04/13)
 6 Mr. Lokesh K. Srivastava From 03/01/13 till the end of the semester (i.e. 30/04/13)
 7 Mr. Ajay Jaiswal From 23/01/13 till the end of the semester (i.e. 30/04/13)
 8 Mr. Onkar Singh From 03/01/13 till the end of the semester (i.e. 30/04/13)
 9 Ms. Neha Sawhney From 08/01/13 till the end of the semester (i.e. 30/04/13)
 10 Ms. Priya Gupta From 03/01/13 till the end of the semester (i.e. 30/04/13)
 11 Ms. Anamika Gupta From 23/01/13 till the end of the semester (i.e. 30/04/13)

EMPLOYABILITY SKILLS SESSION

1. Mr. Siddharth Sharma From 08/01/13 till the end of the semester (i.e. 30/04/13)
 2. Ms. Jamila Khan From 07/01/13 till the end of the semester (i.e. 30/04/13)
 3. Lt. Col. (Retd.) Riyaz Khan From 07/01/13 till the end of the semester (i.e. 30/04/13)
 4. Mr. Saurav Sardana From 04/01/13 till the end of the semester (i.e. 30/04/13)

Noted and approved

ITEM (ACCOUNTS)

- (11). To approve the reply of observations of the College Audit Report of the Local Fund Account for the financial year 2009-2010.


Approved


REPORTING ITEMS (ACCOUNTS)

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

Sl. No.	Name	Designation	Amount (in ₹)	Date	Purpose
1.	Mr. Krishan Pal	Safai Karamchari	30,000	05/12/2012	Repair of House
2.	Mr. Harbhajan Singh	Driver	17,000	04/02/2013	Engagement of Daughter

Noted and approved


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- (13). To report the investment/re-investment of ₹ 178,90,664/- with Canara Bank/ State Bank of Hyderabad as per details given below:

S. No.	Amount (in ₹)	Date of Investment	Remarks
1.	3,30,000	17/12/2012	For 02years 9 Months out of Provident Fund Account With State Bank of Hyderabad
2.	3,64,000	11/01/2013	For 02years 9 Months out of Provident Fund Account With State Bank of Hyderabad
3.	3,74,000	08/02/2013	For 03years out of Provident Fund Account With Canara Bank
4.	72,000	17/12/2012	For 180 Days out of New Pension Scheme Fund With Canara Bank.
5.	23,22,000	11/01/2013	For 180 Days out of New Pension Scheme Fund With Canara Bank.
6.	1,30,00,000	09/02/2013	For 23 Months out of Student's Society Account with Canara Bank
7.	5,83,664	17/02/2013	For 270 Days out of New Pension Scheme Fund With Canara Bank.
8.	8,45,000	19/02/2013	For 270 Days out of New Pension Scheme Fund With Canara Bank.
	1,78,90,664		

Noted and approved


- (14). A sum of ₹ 33,330/- was paid to M/S Krishiv Batteries & Electricals on account of supply of 22 Exide make SMF Batteries on the recommendations of Purchase Committee and approval of the Chairman, Governing Body. Quotations were received from eight vendors.

Noted and approved

- (15). A sum of ₹ 10,96,352/- paid to Dr. Tanuja Sharma, Ex-Associate Professor on account of retirement benefit (commuted pension) approved by University of Delhi vide letter No. Fin./Pen. Cell/PGC/TR45 dt. 10/12/2012.


Chairman, Governing Body meeting dt. 27/02/13
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Noted and approved


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Member Secretary, Governing Body
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SUPPLEMENTARY AGENDA:

- (1). To finalize the accounts of Silver Jubilee Celebrations of the college after giving due considerations to the recommendations of the Finance Committee.

Approved

- (2). To consider and approve the recommendations of the Finance Committee for crediting the BFIA course fees in Maintenance Account instead of Students Society Account from the financial year 2012-13 (as directed by the GB in its meetings held on September 25, 2012 & October 9, 2012).

Approved

- (3). To consider the representation received from Mr. Ajay Jaiswal, Assistant Prof., Dept. of Computer Science to place him in the Old Pension Scheme instead of New Pension Scheme as per the University of Delhi Ordinance, Statute 28.

The Governing Body approved the case of Mr. Ajay Jaiswal for placing him under the Old Pension Scheme based on the representation received from him as per University of Delhi Ordinance Statute 28 & 28-A and directed the administration to deduct the Provident Fund from the date of his appointment in the college i.e. 07/09/2001.

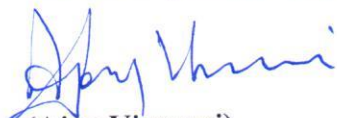
- (4). To consider the case of habitual absenteeism of Mr. Deepak Kumar, Safai Karamchari.

The Governing Body took a very serious note of his habitual absenteeism and directed the Administration to withhold his one increment.

- (5). To approve transferring funds from other appropriate college accounts for meeting the recurring expenditure in case of non-receipt of recurring Grant-in-aid on time.

The Governing Body authorized the Chairman, Treasurer and Principal to take appropriate decision in this matter and, accordingly, report the matter in the next Governing Body.

The meeting ended with a vote of thanks to the Chair.



(Ajay Virmani)
Chairperson, GB meeting

Chairman, Governing Body meeting dt. 27/02/13
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University of Delhi
Vivek Vihar, Phase-II
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(Poonam Verma)
Member Secretary, GB

Dr. Poonam Verma
Member Secretary, Governing Body
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