



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

Minutes of the meeting of the Governing Body held on **April 1, 2013 (Monday)** at **3 PM** in the college premises (Principal's Office) are as follows:

The following members attended the meeting:

1. Mr. Abhishek Dutt, Chairman.
2. Mr. Ajay Virmani, Treasurer.
3. Dr. H.K. Porwal, Teacher Representative.
4. Dr. Sameer Anand, Teacher Representative.
5. Mr. S.K. Jairath, Non-Teaching Staff Representative (Special Invitee).
6. Dr. Poonam Verma, Principal/Member Secretary.

Ms. Kumkum Chadha, Ms. Mahrukh Singh & Dr. Sanjeev Kumar, Members had expressed their inability to attend the meeting.

- I. To confirm the minutes of the meeting of the Governing Body held on **February 27, 2013** as approved by circulation to members.

*Minutes were confirmed.*

- II. Report of the "**Action Taken**" on the minutes of the meeting held on **February 27, 2013**:

**Resolution**

**I:**

Confirmation of minutes of meeting  
dt. December 15, 2012

**II:**

'Action Taken' on minutes of meeting  
dt. December 15, 2012

Chairman, Governing Body  
Shaheed Sukhdev College of Business Studies  
University of Delhi  
Vivek Vihar, Phase-II  
Delhi-110095

**Action Taken**

Minutes were confirmed

Action taken on minutes  
of meeting dt. 15<sup>th</sup> Dec, 2012  
was recorded.

Dr. Poonam Verma  
Member Secretary, Governing Body  
Shaheed Sukhdev College of Business Studies  
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**MAIN AGENDA FOR MEETING DT. 27<sup>TH</sup> FEB, 2013**

**Resolution**

**Action Taken**

**Items (Office):**

**Item No. 1:**

Final Decision in Atul Bharwaj's  
LTC case

Mr. Atul Bhardwaj was informed about the decision of the GB regarding "**Compulsory Retirement**" to be given to him and he was given 15 days' time to give any representation on the penalty imposed on him on the basis of the evidence adduced during the Inquiry held.

A representation was received from Mr. Atul Bhardwaj within 15 days.

**Item No. 2:**

Conduct of Web designing workshop

Under Process

**Item No. 3:**

Conduct of Workshop by Lok Bharti for enhancing the communication skills of students

Workshop was conducted by Lok Bharti from 11/03/13 to 15/03/13. The payment was made @ ₹ 4,000/- per student inclusive of all taxes for price quoted by them for minimum 28 students as approved by the Treasurer.

**Reporting Items (Office):**

**Item No. 4:**

Appointment of Ms. Amanpreet Kaur as Assistant Prof. on adhoc basis

It was noted and approved by the GB



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**Resolution**

**Action Taken**

**Item No. 5:**

Appointment of Ms. Sonia Sareen  
as Placement Officer on adhoc basis

It was noted and approved by  
the GB

**Item No. 6:**

Appointment of Mr. Varun Sharma  
as System & Network Admn. on contractual basis

It was noted and approved by  
the GB

**Item No. 7:**

Appointment of Mr. Suraj Wadhwa  
as Lab Attendant on adhoc basis against  
Leave Vacancy

It was noted and approved by  
the GB

**Item No. 8:**

Appointment of Mr. Sunny  
as Office Attendant on contractual basis

It was noted and approved by  
the GB

**Item No. 9:**

Appointment of Mr. Rishikesh Kmar Singh  
as Scientific Asst. on contracual basis

It was noted and approved by  
the GB

**Item No. 10:**

Appointment of Guest Faculty

It was noted and approved by  
the GB.

**Item (Accounts):**

**Item No. 11:**

Reply of observations of College Audit Report

It was approved by the GB.

**Item No. 12:**


Granting of Loan/Final Withdrawal from PF  
of employees

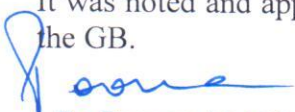
It was noted and approved by  
the GB.

**Item No. 13:**

Investment/Re-investment of funds

It was noted and approved by  
the GB.

  
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**Resolution**

**Action Taken**

**Item No. 14:**

Payment to M/s Krishiv Batteries & Electricals for supply of batteries

It was noted and approved by the GB.

**Item No. 15:**

Payment of retirement benefits to Dr. Tanuja Sharma, Ex-Associate Prof.

It was noted and approved by the GB.

**Supplementary Agenda:**

**Item no. 1:**

Finalization of Silver Jubilee Celebrations accounts

It was approved by the GB.

**Item no. 2:**

Crediting of BFIA course fee in Maintenance Account

It was approved by the GB.

**Item No. 3:**

Request of Mr. Ajay Jaiswal, Assistant Prof. to place him in Old Pension Scheme

It was approved by the GB.

**Point no. 4:**

Habitual absenteeism of Mr. Deepak, Safai Karamchari

His next one increment will be withheld.

**Point no. 5:**

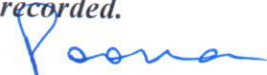
Transferring of funds for recurring expenditure

Due to the non-receipt of the recurring Grant-in-aid from the Govt. of NCT of Delhi, payment of salary for the month of Feb'13 was made from the Maintenance Account (non-recurring head) with the approval of the Treasurer.

*It was resolved that "Action Taken" on the minutes of the Governing Body meeting held on 27<sup>th</sup> Feb, 2013 be recorded.*



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*It was resolved that the representation dt. March 13, 2013 as received from Mr. Atul Bhardwaj, Technical Assistant in his LTC Inquiry case be forwarded to the Inquiry Officer for his observations and after the receipt of the same from the Inquiry Officer, legal opinion be once again taken before serving the final order to the charged employee.*

*KINDLY TAKE  
THIS TO WRITING &  
Also from the  
ENQUIRY OFFICER  
Atul  
5/5/13*

**III. MAIN AGENDA FOR THE MEETING DT. 1<sup>ST</sup> APRIL, 2013**

**ITEMS (OFFICE)**

- (1). To consider the request received from Dr. Nitin Malik, Registrar, Central University of Haryana for extending the deputation for the fourth year w.e.f. 26/03/2013 to 25/03/2014 of Mr. S.K. Dagar, Jr.-Assistant-Cum-Typist (presently on deputation to Central University of Haryana working as UDC).

*Approved*

- (2). To approve the Family Pension of the younger son of Late Sh. Vaidu, Ex-Safai Karamchari instead of Mr. Mukesh, his elder son as Mr. Mukesh attained the age of 25 years as per rules.

*Approved*

- (3). To approve the appointment of Ms. Sonia Sareen as Placement Officer on purely adhoc basis w.e.f. 20/03/2013 till the next Governing Body meeting in the pay scale of ₹ 15,600/- - 39,100/- with Grade Pay of ₹ 5,400/-.

*Appointment of Ms. Sonia Sareen as Placement Officer on purely adhoc basis was approved w.e.f. 20/03/13 to 19/06/13 and it was also resolved to conduct the interview for this post at the earliest for which the advertisement has already been released.*

- (4). To approve the appointment of the following teachers on purely adhoc basis in the pay scale of ₹ 15,600/- - 39,100/- with Academic Grade Pay of ₹ 6,000/ w.e.f. 26/03/2013 to 21/05/2013.

Sl. No.	Name
<b>DEPARTMENT OF BUSINESS STUDIES</b>	
1.	Mr. Deepak Kukreja
2.	Dr. Nomita Sharma
3.	Mr. Ameet Sao
4.	Ms. Neha
5.	Ms. Malvika Mago

*Atul*

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*Poonam*

Dr. Poonam Verma  
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6.	Dr. Abhishek Tandon
7.	Ms. Rajat Arora
8.	Ms. Shivani Raheja
<b>DEPARTMENT OF FINANCIAL STUDIES</b>	
1.	Ms. Priya Gupta
2.	Ms. Vibhuti Vasishth
3.	Ms. Kriti Mahajan
4.	Ms. Sanjana Juneja
<b>DEPARTMENT OF COMPUTER SCIENCE</b>	
1.	Mr. Onkar Singh


*Approved. However, the Governing Body resolved that the appointment of the teachers should be till the last working day i.e. 22/05/13 instead of 21/05/13 and a correction to this effect be made.*


### Reporting Items (Accounts)

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

S. No.	Name	Designation	Amount (Rs.)	Date	Purpose
1	Mr. Jaiversh Anand	Tech. Asstt.	2,82,000	14/03/2013	Purchase of House
2	Mr. Baleshwar Ram	Mali	58,000	14/03/2013	Renovation of House
3	Mr. Rajinder Singh	Assistant	50,000	14/03/2013	Renovation of House
4	Mr. Tulsi Ram Sharma	Lab. Attdt.	40,000	14/03/2013	Thread Ceremony

*Noted and Approved*

  
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- (6). To report the investment/re-investment of Rs. 3,08,000/- with Canara Bank/ State Bank of Hyderabad as per details given below:

S. No.	Amount	Date of Investment	Remarks
1.	3,08,000	20/03/2013	For 270 Days out of New Pension Scheme Fund with Canara Bank.

*Noted and Approved*

- (7). To report that a sum of Rs. 3,635/- was paid towards the 4<sup>th</sup> installment (quarterly) from 10/02/2012 to 09/02/2013 (Billing date 10/11/2012 to 09/02/2013 to M/S R.K. Power Systems for Annual Maintenance Contract of three 5 KVA and one 3 KVA Eneritech make online UPS on the recommendations of the purchase committee.

*Noted and Approved*

- (8). To report that a sum of Rs. 1,12,000/- paid to M/s Lok Bharti Education Society for conducting a 30 hour workshop running in 5 days for enhancing the communication skills of BBS/BFIA/B.Sc (H) Comp. Sc. I<sup>st</sup> year students out of APC Fund of the college as approved by the Governing Body in its meeting held on 27<sup>th</sup> Feb, 2013.

*Noted and Approved*

### SUPPLEMENTARY AGENDA

- (1). To report the receipt of ₹ 15,14,688/- by way of cheque bearing no. 547884 dt. 29/03/2013 drawn on Indian Bank, Rajouri Garden, New Delhi from Ms. Damini Gupta, Ex-Assistant Prof. in Department of Business Studies of the college in lieu of salary paid to her during the Study Leave availed by her.

*Noted and Approved*

- 2). To grant approval to Dr. Poonam Verma, Principal to attend two day Annual General Meeting and National Conference 2013 to be held from April 3-4, 2013 organized by Confederation of Indian Industry.

*Approved*



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**Misc. points:**

The Governing Body resolved to have a Sub-Committee of the following members to recommend the computerization of Student Information and Fees Management System:

1. Treasurer – Convener.
2. Bursar.
3. System & Network Administrator.
4. Two Teacher Representative on the Governing Body.

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



**(Abhishek Dutt)**  
**Chairman, GB**

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**(Poonam Verma)**  
**Member Secretary, GB**

Dr. Poonam Verma  
Member Secretary, Governing Body  
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