



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

Minutes of 152<sup>nd</sup> Governing Body meeting held on **28<sup>th</sup> August, 2023** at **01:30 pm** in the college premises.

Following members attended the meeting:

1. Prof. K. Ratnabali, Chairperson, University Representative (Attended online)
2. Prof. Kavita Sharma, Treasurer, University Representative (Attended online)
3. Dr. Neeraj Kumar Sehrawat, Teacher Representative (More than 10 years' service category)
4. Dr. Narander Kumar Nigam, Teacher Representative (Less than 10 years' service category)
5. Dr. Deepti Khatri, Non-Teaching Staff Representative (Special Invitee)
6. Prof. (Dr.) Poonam Verma – Principal/Member Secretary

At the outset, the Principal introduced Dr. Narander Kumar Nigam and Dr. Deepti Khatri as the new Teacher representative and Non-teaching representative (Special Invitee) respectively on the Governing Body in place of Mr. Tushar Marwaha and Mr. Sumit Lamba. The Governing Body thanked the outgoing members for their valuable contribution and welcomed the new members.

- I. To approve and confirm the minutes of the Governing Body meeting held on 4<sup>th</sup> May, 2023.

*The minutes of the Governing Body meeting held on 4<sup>th</sup> May, 2023 were confirmed as approved by circulation to members.*

- II. The '**Action Taken**' on the minutes of 151<sup>st</sup> meeting of the Governing Body held on 04/05/2023 were noted and approved.


**III. AGENDA ITEMS FOR THE MEETING 28<sup>TH</sup> AUGUST, 2023**

1. To consider and approve the proposal received from 'Shyra Foundation' for instituting a scholarship award in the college. (**Annexure - I**)


*The Governing Body resolved that the alumni who is instituting this scholarship be asked to modify the proposal. This was done in view of the University ordinance which states that an Endowment Fund should be maintained and the interest from the corpus amount should be used for grant of scholarship.*

2. To consider and approve the recommendations of the Purchase Committee meeting held on June 8, 2023. (**Annexure - II**)

*Approved*

  
**डॉ. पूनम वर्मा / Dr. Poonam Verma**  
सदस्य सचिव, प्रबन्धन समिति  
Member Secretary, Governing Body  
शाहीद सुखदेव कॉलेज ऑफ बिजनेस स्टडीज  
Shaheed Sukhdev College of Business Studies  
(दिल्ली विश्वविद्यालय / University of Delhi)  
पी एस पी क्षेत्र-IV, डॉ. के.एन. काटजू मार्ग, सेक्टर-16,  
रोहिणी, दिल्ली-110089 (भारत)  
PSP Area-IV, Dr. K.N. Katju Marg, Sector-16  
Rohini, Delhi-110 089 (INDIA)

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Chairperson, Governing Body  
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3. To consider and approve the recommendations of the Selection Committee meeting held on August 08, 2023 for appointment of the following Financial Studies and Management Studies guest faculty for the academic session 2023-24: (Annexure - III)

1. Mr. Varun Narang
2. Ms. Asma Anjum
3. Ms. Tripti Goel
4. Mr. Gurdeep Singh
5. Mr. Rajat Agarwal
6. Ms. Komal
7. Mr. Aniruddh Sahai
8. Dr. Manish Kumar
9. Ms. Ashima Gaba
10. Mr. Nikhil Tamta
11. Ms. Sandhya Rao
12. Ms. Kajol
13. Mr. Vichandana Bothra
14. Ms. Jasica Chakma
15. Dr. Ankita Arora
16. Dr. Saima
17. Dr. Suzanee Malhotra
18. Dr. Monika Khemani
19. Dr. Anil Kumar Goswami
20. Ms. Sugandha Jain
21. Mr. Ningthoujam Browney Meitei
22. Ms. Neha Gosain
23. Mr. Tatkarsh
24. Ms. Divya Jain

- Resigned on 18/08/2023

Waiting list (in order of merit):

1. Mr. Mannu Goyal
2. Ms. Katyayani
3. Ms. Divya Seth

- Appointment Letter dated 21/08/2023 issued

*Approved*


4. To consider and approve the recommendations of the Selection Committee meeting held on August 12, 2023 for appointment of the following EVS guest faculty for the academic session 2023-24: (Annexure - IV)

1. Mr. Anshul Tyagi
2. Mr. Bhuvan Chopra
3. Dr. Pooja
4. Dr. Prabhat Kashyap
5. Mr. Vikas Rena


Waiting list (in order of merit):

1. Mr. Vijay Kumar
2. Mr. Pradeep Kumar

*Approved*

  
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5. To consider and approve the recommendations of the Selection Committee meeting held on August 12, 2023 for appointment of the following Computer Science, Financial Studies and Management Studies guest faculty for the academic session 2023-24: (**Annexure - V**)

**FOR COURSES IN COMPUTER SCIENCE DEPARTMENT:**

1. Ms. Ayushi Gupta
2. Ms. Deepali Dhaka
3. Ms. Kirti
4. Dr. Neha Bhatia
5. Dr. Ajay Kumar
6. Dr. Rama Bansal

**Waiting list:**

1. Mr. Rajiv Yadav
2. Dr. Suresh Kumar Yadav
3. Mr. Manoj Kumar
4. Dr. Amit Kumar Rai

**FOR COURSES IN MANAGEMENT STUDIES & FINANCIAL STUDIES DEPARTMENT:**

1. Dr. Jasmine Kaur
2. Ms. Juhi Gupta
3. Mr. Minesh Kumar Srivastava
4. Ms. Priyanka Gupta
5. Dr. Pooja Thapliyal
6. Ms. Animesh Minj

**Waiting list:**

1. Ms. Simran


*Approved*

6. To consider and approve the revised various electrical and mechanical services (Internal and external) estimates amounting to Rs.72,99,392/- for college building received from the Executive Engineer (E), PWD, North West Electrical Division, Kashmere Gate, Delhi. (**Annexure - VI**)


*Approved*

7. To consider and approve the following revised preliminary estimates received from the Executive Engineer (E), PWD, North West B, SU-Block Pitampura, Delhi:
- a. Estimates for Rs.11,32,500/- for providing one mason, one plumber, one carpenter along with required helper for a period of one year for college building received from the Executive Engineer (E), PWD, North West B, SU-Block Pitampura, Delhi. (**Annexure VII-A**)
  - b. Estimates for Rs. 28,04,100/- for repair and annual maintenance of STP by molecule system. (**Annexure VII-B**)

*Approved*

  
**डॉ. पूनम वर्मा / Dr. Poonam Verma**  
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8. To consider and draft guidelines for investment of the funds of the college from time to time as per CAG audit placed at agenda item no. 27.

*The Governing Body resolved that Fixed Deposits be done with the nationalized banks only which are offering the highest rate of interest at a given point of time. Further, due procedures as per rules should be followed so that no objection on the same is raised by the auditors. It should be widespread.*

9. To consider and approve to initiate the process of publishing the advertisement for the following faculty positions as per the roster approved by the University of Delhi: **(Annexure - VIII)**

Department	UR	SC	ST	OBC	EWS	PWD	Total
Management Studies	4	0	0	2	2	0	8**
Financial Studies	2	2	1	2	1	1*	8

\*One Post of PwBD reserved for Visually Impaired category who can be from any category and reflected in the total column.

\*\*As per roster short fall of any reserve category will be reduced from the UR category.

*Approved to follow the due process as laid down by the University of Delhi.*

10. To report for approval the letter no. CS-I(111)/Circular (TS)/2023/6278 dated 17.07.2023 received from the Assistant Registrar (Colleges), University of Delhi regarding Screening Guidelines for appointment of Assistant Professors in Colleges of the University. **(Annexure - IX)**

*Noted and approved*


11. To consider and approve the recommendations of the Departmental Promotion Committee (DPC) meeting held on 23.06.2023 to Mr. Pushpender Prajapati from Library Assistant to Semi Professional Assistant w.e.f. the date of his joining. **(Annexure - X)**


Mr. Pushpender Prajapati has joined the post of Semi Professional Assistant w.e.f. 23.06.2023.

*Approved*

12. To consider and approve the request received from Dr. Sushmita, Assistant Professor Department of Financial Studies for 18 days 'Leave Not Due' which will be adjusted from her leave (HPL) account as she has joined on 30.06.2023 after availing maternity leave and half pay leave. **(Annexure - XI)**

*Approved*

  
**डॉ. पूनम वर्मा / Dr. Poonam Verma**  
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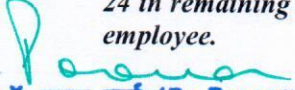
13. To consider and approve 241 days Leave Without Pay (with intermittent breaks as mentioned below) to Mr. Deepak Kumar, Safai Karamchhari, which he had availed during the period 03.12.2018 to 30.06.2023 (**Annexure-XII**).

S. No	Dates of Absence	No. of Days	Leave Sanctioned / Adjusted	LWP	Remarks
1	15-05-19 to 16-05-19	2		2	Dies-non by GB
2	10-06-2019 to 14-06-2019	5		5	Dies-non by GB
3	14-10-19 to 15-10-19	2		2	Dies-non by GB
4	26-05-20 to 29-05-20	4		4	
5	03-06-20 to 05-06-20	3		3	
6	15-06-20 to 19-06-20	5		5	
7	15-07-20 to 21-08-20 (ML)	38	15 EL 5 (ML)	18	
8	27-08-20 to 18-09-20	23		23	
9	22-09-20 to 26-09-20	5		4	
10	12-10-20 to 15-01-21	96	6 EL 2 (ML)	88	
11	16-02-21 to 19-02-21	4		4	
12	05-03-21 to 12-03-21	8		8	
13	23-03-21 to 01-04-21 (ML)	10		10	
14	15-04-21 to 19-04-21	5		5	
15	07-06-21 to 14-06-21 (ML)	8		8	
16	10-11-21 to 17-12-21 (7 ML 31 EL)	38	7 EL 4 (ML)	27	
17	19-04-22 to 25-04-22 (4 ML 3 EL)	7	2 EL	5	
18	30-05-22 to 03-06-22	5		5	
19	14-06-22	1		1	
20	07-12-22 to 09-12-22	3		3	
21	13-12-22 to 16-12-22 (ML)	4		4	
22	28-12-22	1		1	
23	11-05-23 to 16-05-23	6	2 EL	4	
24	12-06-23 to 13-06-23	2	2 EL	2	
	<b>Total</b>	<b>285</b>		<b>241</b>	


*The Governing Body approved the 241 LWP of Mr. Deepak Kumar, Safai Karamchhari and the Governing Body noted the below mentioned LWP that has already been deducted from his salary.*

Year	Proposed LWP to be deducted	LWP already deducted	Balance LWP to be adjusted
2018-21	176 Days	171.5 Days	4.5 Days
2021-22	40 Days	Nil	40 Days
2022-23	25 Days	Nil	25 Days
<b>Total</b>	<b>241 Days</b>	<b>171.5 Days</b>	<b>69.5 Days</b>

*The balance of 69.5 days be deducted during the current financial year 2023-24 in remaining 8 months so as not to cause any hardship to the family of the employee.*

  
**डॉ. पूनम वर्मा / Dr. Poonam Verma**  
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14. To report and consider the request received from the members of staff council for initiating the process of obtaining permission from University of Delhi for starting a five-year integrated program in Management Studies. (Annexure - XIII)

*The Governing Body in principle approved the starting of a five-year integrated program in Management Studies as per the University of Delhi rules.*

15. To report the letter no. CS-III/124/SSCBS/2021/Min./311 dated 30.05.2023 from the Assistant Registrar, University of Delhi informing about the recruitment rules for the Post of Placement Officer as there is no sanctioned post of Placement Officer in the University therefore, in the absence of recruitment rules the college may use UGC Model Recruitment Rules. (Annexure - XIV)

*Noted and approved*

16. To report the letter no. CS-III/149/Circulars/2022/Min./ 819 dated 05.12.2022 and letter no. CS-III/149/Circulars/2023/ Min./ 503 dated 31.07.2023 from the Assistant Registrar, University of Delhi for creation of posts of Lab Assistants & as per strength to student ratio due to implementation of EWS reservation in hierarchy in various laboratories. (Annexure - XV)

*Noted and approved*

17. To report the letter no. DHE-33(2)/GB/28 Colleges/2019/ Pt. File 5222-5233 dated 02.08.2023 regarding recruitment / appointment of various posts in colleges (Annexure - XVI)

*Noted*

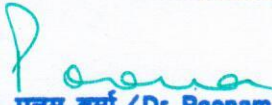
18. To report the resignation of Mr. Tarun Mittal from the post of Hostel Manager, Boy's Hostel (Contractual) w.e.f. 26<sup>th</sup> July 2023. The advertisement for appointment of Hostel Manager was published on the college website and University of Delhi website subsequently the Selection Committee meeting held on August 8, 2023 for appointment of Manager for Boys' Hostel and Mr. Rohit Kumar was selected as Manager (Boys' Hostel). Mr. Rohit Kumar joined as Hostel Manager w.e.f. 9<sup>th</sup> August, 2023 (Annexure - XVII)

*Noted and approved*


19. To report for approval, the action of the Chairperson, for extending the study leave for one year w.e.f. 04.08.2023 to 03.08.2024 to Mr. Raj Kumar, Assistant Professor in the department of Management Studies as per the recommendation received from his supervisor. (Annexure - XVIII)

*Noted and approved*

20. To report for approval, the action of the Chairperson, for relieving Prof. Ajay Jaiswal, who was already on deputation, to join as Principal, School of Open Learning, Campus of Open Learning, University of Delhi for a period of five years. Dr. Ajay Jaiswal has joined the SOL as Principal w.e.f. 01.08.2023 as intimated by the SOL vide its letter no. SOL/Est.I/2023/866 dated 04.08.2023. (Annexure - XIX)

  
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*Noted and approved*

  
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21. To report the receipt of letter dated 24/06/2023 from Prof. Ajay Jaiswal informing about decision of Hon'ble High court in the case no. WP (C) 9832/2018 regarding enrolment of Prof. Ajay Jaiswal in old pension scheme. (Annexure - XX)

**Approved. The Governing Body resolved that the University of Delhi empanelled advocate be appointed in this case as per the directions of the University of Delhi.**

22. To report for approval, the action of the Chairperson, for revising the fees for the students taking admission in the University/Colleges with effect from the academic session 2023-24 for Undergraduate and Postgraduate programmes as per the directives of the University of Delhi, intimated vide letter no. Acad. I/UG & PG Fee/2023-24/344 dated 07.07.2023. (Annexure - XXI)

*Noted and approved*

23. To report the extension of term of deputation of Mr. Ankur Aggarwal as Section Officer (Accounts) in SSCBS for another year w.e.f. 03.07.2023 to 02.07.2024 vide office memorandum no. 492 dated 30.06.2023 received from the Principal, Atma Ram Sanatan Dharma College. (Annexure - XXII)


*Noted and approved*

24. To report and approve the extension of appointment of following ad-hoc teachers with one working day break for a period of 120 days on the recommendations of the Teacher-in-charges of the Departments of the college as per University of Delhi rules: (Annexure - XXIII):

S. No.	Name of Employee	Designation	Date of Re-appointment
1	Ms. Anusha Goel	Assistant Professor (Ad-hoc)	20.03.2023 to 17.07.2023 and 19.07.2023 to 29.07.2023 (end of the semester) and 16.08.2023 to 120 days/end of the semester whichever is earlier
2	Mohd. Rashid Shamim	Assistant Professor (Ad-hoc)	20.03.2023 to 17.07.2023 and 19.07.2023 to 29.07.2023 (end of the semester) and 16.08.2023 to 120 days/end of the semester whichever is earlier
3	Dr. Satish Goel	Assistant Professor (Ad-hoc)	20.03.2023 to 17.07.2023 and 19.07.2023 to 29.07.2023 (end of the semester) and 16.08.2023 to 120 days/end of the semester whichever is earlier

*Noted and approved*

25. To report for approval, the appointment of the following non-teaching employees on purely contractual basis for a period of six months as per the rules of the University of Delhi. The Governing Body in its meeting held on April 13, 2022 (in point no. 7) has empowered the Professor-Principal of the college to extend the term of the contractual non teaching employees:

  
**डॉ. पूनम वर्मा / Dr. Poonam Verma**  
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 शाहीद सुखदेव कॉलेज ऑफ बिजनेस स्टडीज  
 Shaheed Sukhdev College of Business Studies  
 (दिल्ली विश्वविद्यालय / University of Delhi)  
 पी एस पी क्षेत्र-IV, डॉ. के.एन. काटजू मार्ग, सेक्टर-16,  
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S. No.	Name of Employee	Designation	Date of end of the term	Date of Re-appointment
1	Ms. Champa Negi	Junior Assistant	24 <sup>th</sup> May, 2023	26 <sup>th</sup> May, 2023
2	Mr. Dharmender	Junior Assistant	9 <sup>th</sup> July, 2023	11 <sup>th</sup> July, 2023
3	Mr. Sunny	Lab. Attendant	29 <sup>th</sup> July 2023	1 <sup>st</sup> August, 2023
4	Mr. Hemender Sharma	System & Network Administrator	2 <sup>nd</sup> August, 2023	4 <sup>nd</sup> August, 2023

*Noted and approved*

26. To report for approval, the Budget Estimates for the financial year 2023-24 to be sent to DHE, Govt. of NCT of Delhi for their approval **(Annexure - XXIV)**.

*Approved*

27. To report the receipt of Audit reports and approve the replies of the paras by the college conducted by Examiner of Local Fund Account and Accountant General for the year mentioned against each:

S. No.	Audits Conducted By	Audit Period	Remarks
1	Examiners of Local Fund Account, GNCTD	1 <sup>st</sup> April 2021 to 31 <sup>st</sup> March 2022	<b>(Annexure - XXV)</b>
2	Principal Accountant General (Audit) AGCR, Delhi	1 <sup>st</sup> April 2019 to 31 <sup>st</sup> March, 2023	<b>(Annexure - XXVI)</b>

*Noted and approved*

28. To report the stock verification of the following items by the respective constituted committees for the year 2022-23:

- Library Books **(Annexure - XXVII)**
- Computer and Peripherals **(Annexure – XXVIII to be placed on table)**
- Furniture and Fixtures (Non-consumable) – **(Annexure – XXIX to be placed on table)**

Further, to start the process of condemnation of items as recommended by the Stock Verification Committee as per rules of the University of Delhi.


*Noted and approved*

29. To report the registration of the college under 80 G and approval for opening of a new bank account for donations u/s 80 G.

*Noted and approved*

30. To report the forfeiture of Performance Guarantee amounting to Rs.5,00,000/- deposited by M/s Lucideus Tech Pvt. Ltd. under the Point no.004 of contract letter ref. no. (SSCBS/OFFICE/2018-19/888 dated 06/07-09-2018). **(Annexure - XXX)**

Further, it is also informed that M/s Lucideus Tech Pvt. Ltd has not claimed the remuneration of academic staff for the academic session 2020-21 amounting to Rs.24,00,000/- (Twenty-Four Lakh Only) after several

  
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**K. Ratnesari**  
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reminders. It is henceforth proposed to utilize the said amount for the payment to academic resource persons for future years.

*The Governing Body resolved that a last opportunity be given to M/s Lucideus Tech Pvt. Ltd. An intimation regarding forfeiture of Performance Guarantee amounting to Rs. 5,00,000/- be sent to them with all the lapses on their part listed down which are in contravention to the three years' contract entered into by them with the college.*

*The Governing Body further resolved that a last opportunity be given to M/s Lucideus Tech Pvt. Ltd. for claiming Rs. 24,00,000/- for the remuneration of the academic staff for the academic session 2020-21. An intimation to this effect be sent to them.*

31. To report the receipt of Leave salary and pension contribution (gratuity in case of employees covered under NPS) in r/o of the following employees, who were on deputation in other departments / college:

S. No	Name & Designation	Period	Departments/ College	Amount (Rs.)		Purpose
1	Prof. Ajay Jaiswal, Professor Deptt. of Comp. Sc.	04.03.2022 to 27.10.2022	College of Vocational Studies	1,39,684		Leave Salary Contribution
				2,30,530+83,040	3,13,570	Pension Contribution
2	Dr. Abhishek Tandon, Assistant Professor Deptt. of Financial Studies	15.04.2019 to 23.11.2020	ICSSR, Ministry of Education	2,26,237		Leave Salary Contribution and Gratuity
				24.08.2021 to 28.12.2022	1,50,594	2,20,067
		69,473			Gratuity Contribution	
3	Mr. Sanjay Batra, Assistant	12.06.2020 to 31.01.2021	ICSSR, Ministry of Education	39,167	95,369	Leave Salary Contribution
				56,369		Pension Contribution

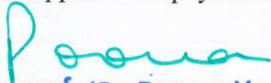
*Noted and approved*

32. To report and approve the investment of provident fund account as detailed below:-


1.	Rs. 4571798/-	SBI	-	for the period till 31.12.2023
2.	Rs. 7500000/-	SBI	-	for 3 years
3.	Rs. 7500000/-	SBI	-	for 3 years
4.	Rs. 7500000/-	SBI	-	for 3 years
5.	Rs. 7500000/-	SBI	-	for 3 years
6.	Rs. 936500/-	SBI	-	till 30.09.2023

*Noted and approved*

33. To report and approve the payment of P.F. final withdrawal to the staff as per details given below:-

  
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1.	Rs. 300000/-	-	Shri Rajinder Jaswal	-	Repair of House
2.	Rs. 100000/-	-	Shri Baleshwar Ram	-	Repair of House
3.	Rs. 60000/-	-	Shri Kishan Pal	-	Repair of House

*Noted and approved*

**ANY OTHER MATTER WITH THE PERMISSION OF THE CHAIR:**

With the permission of the Chair, the following items were also taken up for discussion:

1. Dr. Narander Kumar Nigam, Assistant Prof. and course coordinator of NSE Academy Certified Capital Market Professional (NCCMP) program apprised the Governing Body that the NCCMP course fee, remuneration of its resource persons & other expenses have not changed since the inception of the course in the year 2010. He informed that 19 batches have been successfully completed with the old fee and expense structure. He informed that NSE is proposing a course fee hike and software-based training (in place of the previous training structure). Hence, a new fee and expense structure for teaching & other expenses is being proposed as per Annexure-XXXI. He informed that this would increase the share of the college to 55% and there is increased contribution to the college by above Rs. 1000/- despite the fact that the fess has been increased. This calculation is based on a batch of 30 students.

The Governing Body noted that as the new proposal is financially beneficial for the college, after detailed discussions approved the revised fee and expense structure.

2. The Principal apprised the Governing Body about the Faculty Case Study Teaching Workshop by Harvard Business Publishing for Educators and requested the Governing Body to approve the payment of the same from the interest earned out of the corpus of the APC Fund of the college. It was informed that this workshop will enhance the learning of the faculty and it is an essential component of management education. The Governing Body approved the same.

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



(Poonam Verma)  
Member Secretary, Governing Body  
SSCBS

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(K. Ratnabali)  
Chairperson, Governing Body,  
SSCBS

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