



SHAHEED SUKHDEV COLLEGE OF BUSINESS STUDIES  
(UNIVERSITY OF DELHI)

Minutes of 153<sup>rd</sup> Governing Body meeting held on 16<sup>th</sup> November, 2023 at 03:30 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. Prof. (Dr.) Poonam Verma – Principal/Member Secretary
- I. To approve and confirm the minutes of the 152<sup>nd</sup> Governing Body meeting held on 28<sup>th</sup> August, 2023.

*The minutes of the Governing Body meeting held on 28<sup>th</sup> August, 2023 were confirmed as approved by circulation to members.*

- II. The 'Action Taken' on the minutes of 152<sup>nd</sup> meeting of the Governing Body held on 28<sup>th</sup> August, 2023 were noted and approved.

**Business arising out of the previous meeting:**

*Pt. 1 The Governing Body approved the scholarship initiated by 'Shyra Ventures' for a year. The Governing Body resolved to seek clarification from Shyra Ventures regarding the giving of this scholarship for which particular year i.e. 2022-23 or 2023-24.*

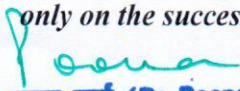
*Pt. 7 The Governing Body approved the revised estimates of Rs. 28,04,100/- for repair and maintenance of STP by molecule system submitted by PWD vide letter no. 23(estimates)/EE/PWD/N-W, B/4128 dated 16/11/2023 to be forwarded to DHE for sanction of funds. It was further resolved that a proposal for installing solid waste to the energy plant shall also be invited by the college.*


*The Governing Body resolved that since STP is a very critical facility, in case the funding for same is not sanctioned through PWD by DHE, the funding for this may be taken out of Maintenance grant (other than salaries) / APC fund of the college for its maintenance.*

*Pt. no. 29: As per requirement of State Bank of India, the following amendment is required in the resolution:*

*Noted and approved and the Governing Body further resolved that the account will be opened in State Bank of India (SBI), Sector-11, Rohini and the account will be operated jointly by the Principal and Bursar.*

*Any other item Pt. no. 2: The Governing Body allowed the three interested teachers who have shown their willingness to attend the Faculty Asynchronous Online Certification of Fundamentals of case teaching by Harvard Business Publishing on payment of advance 50% by the teachers towards the registration fees and rest 50% by the college. 50% amount paid by the teachers will be reimbursed to them only on the successful completion of the course.*

  
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Member Secretary, Governing Body  
शाहीद सुखदेव कॉलेज ऑफ बिजनेस स्टडीज  
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*Regarding the Study Leave of the teachers, it was decided that teachers should be granted Study Leave for pursuing PhD only after the completion of the course work and their leave should be limited upto two year only keeping into consideration the interest of the students and the teachers. The Governing Body further resolved that a Committee be formed to decide about the cases of Study Leave keeping into consideration the above observations and rule position of the University of Delhi and the matter be then reported to the Governing Body.*

**III. AGENDA ITEMS FOR THE MEETING 16<sup>TH</sup> NOVEMBER, 2023**

1. To consider and approve the recommendations of the Selection Committee meeting held on 19.10.2023 for appointment of Assistant on deputation basis initially for a period of one year. **(Annexure – I)**

*Approved*

2. To consider and approve the recommendations of the Selection Committee meeting held on 19.10.2023 for appointment of Technical Assistant (Computer) on deputation basis initially for a period of one year. **(Annexure – II)** - Ms. Rekha Rani, has joined her duties in the College on 1<sup>st</sup> November 2023.

*Approved*

3. To consider and approve the recommendations of the Purchase Committee meeting held on 19.10.2023 as per details given below **(Annexure – III)**:

- i. Opening of financial bid of the Security services for the college on GeM portal.  
ii. Hiring the following staff against the sanctioned posts through GeM portal.

**Library**

1. Professional Assistant
2. Library Assistant – 2 (Two)
3. Library Attendant

**Office**

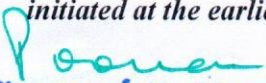
1. Assistant – 2 (Two)
2. Junior Assistant – 3 (Three)
3. Office Attendant (MTS) – 5 (Five)
4. Mali – 2

**Computer Lab.**


1. Technical Assistant
2. Lab. Attendant

- iii. To approve the start of process for hiring of new contractor for operating the Mess and canteen services through GeM/ CPPP Portal of Govt. of India.

*Approved. The Governing Body directed that the process of hiring new contractor for operating the Mess and canteen services through GeM/CPMP Portal be initiated at the earliest.*

  
**डॉ. पूनम वर्मा / Dr. Poonam Verma**  
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4. To consider and approve the request received from Ms. Paridhi, Assistant Professor for extension of study leave for one more year w.e.f. 16.12.2023 to 15.12.2024 as per the recommendations of her supervisor. (**Annexure – IV**)

*Approved. It was further resolved that the concerned teacher be communicated that the college may not be able to extend the Study Leave beyond this period.*

5. To consider and approve the request received from the following faculty members for grant of leave as mentioned against their names (**Annexure – V**):

S. No.	Name of Faculty Member	Type of Leave	Period of Leave
1	Dr. Sushmita	Child Care Leave	January 2024 to December 2024
2	Mr. Abhimanyu Verma	Study Leave	02.01.2024 to 01.01.2027

*The Governing Body approved the Child Care Leave of Dr. Sushmita for the year 2024. The Study Leave application of Mr. Abhimanyu Verma was not approved as it exceeds the required number of teachers allowed to go on Study Leave as per the rule position. However, it was further resolved to restrict the teachers who are on Study Leave for a maximum time period of two years only so as to facilitate his going on Study Leave at the earliest.*

6. To consider and approve the recommendations of the Screening Committee meeting held on 8<sup>th</sup> November, 2023 for granting 1<sup>st</sup> MACP to Mr. Pushpender Prajapati as per details given below:

S. No.	Name of the Employee & Designation	Pay scale as on date of MACP	Date from MACP to be given	Pay scale to be given in MACP	Remarks
1	Mr. Pushpender Prajapati Library Assistant	Level – 4 Rs.31,400 as on 01/07/2022	14/01/2023 (First MACP)	GP Rs.2800 (Pay Level-5)	

*Approved*

7. To report and approve the resolution of the Staff Council regarding Bachelor of Management Studies (BMS) program to come under FMS instead of Faculty of Applied Social Sciences and Humanities (FASSH). (**Annexure - VI**)

*Approved*

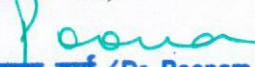
8. To report and approve recommendations of P.F. Subscriber General Body meeting held on 9<sup>th</sup> November 2023. (**Annexure - VII**)


*Approved*

9. To report for approval the minutes of the Budget Allocation Committee for Societies meeting held on 20<sup>th</sup> September, 2023. (**Annexure - VIII**)

*Approved*

10. To report for approval minutes of the Financial Assistance Committee meeting held on 12<sup>th</sup> October, 2023. (**Annexure - IX**)

  
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*Approved*

11. To approve the Revised Budget Estimates 2023-24 and Budget Estimates 2024-25 for sending to the Directorate of Higher Education, GNCTD for releasing of funds to the college accordingly. **(Annexure - X)**

*Approved*

12. 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:

S. No.	Name of Employee	Designation	Date of end of the term	Date of Re-appointment
1	Ms. Geeta Joshi	Hostel Matron	11 <sup>th</sup> October, 2023	13 <sup>th</sup> October, 2023
2	Ms. Champa Negi	Junior Assistant	25 <sup>th</sup> November, 2023	29 <sup>th</sup> November, 2023

*Noted and Approved*

13. To report for approval the revision of rates of Dearness Allowance of employees from 42% to 46% of the Basic Pay with effect from 1<sup>st</sup> July 2023 as intimated by the University vide letter no. Estab.-I/051 /DA/ 2018/ 04/94 dated 26<sup>th</sup> October, 2023. **(Annexure - XI)**

*Noted and Approved*

14. To report and approve the payment of retirement benefits to following members of staff

**Dr. Sanjay Kumar Goyal, Associate Professor who took VRS on 15.12.2022 (FN)**

- Rs. 20,00,000/- Gratuity
- Rs. 40,25,549/- Commutation of pension
- Rs. 21,13,937/- Encashment of Earned Leave


**Mr. Rajinder Singh Jaswal, Ex-Assistant, who was retired on 30/09/2023**


- Rs.12,72,365/- Commutation of Pension
- Rs.18,52,908/- Gratuity
- Rs. 9,44,620/- Leave Encashment

**Mr. Nand Kishore, Ex-Safai Karamchari, who was retired on 31/01/2023**

- Rs. 23280/- Gratuity (revised on account of revised DA)
- Rs. 25220/- EL Encashment (revised on account of revised DA)

*Noted and Approved*

  
**डॉ. पूनम वर्मा / Dr. Poonam Verma**  
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15. To report and approve the payment of P.F. final withdrawal / Final payment on retirement to the staff as per details given below:-

1.	Rs. 1,50,000/-	Mr. Suman Singh	-	Re-construction of house
2.	Rs. 20,57,669/-	Mr. Rajinder Jaiswal	-	Final Payment Retirement

*Noted and Approved*

16. To report and approve the payment of interest earned on PF to the member of staff who have retired in the FY 2022-23 as per details given below:-

1.	Rs. 3,32,835/-	-	Dr. Sanjay Kumar Goyal
2.	Rs. 3,57,369/-	-	Dr. Preeti Rajpal Singh
3.	Rs. 1,03,508/-	-	Dr. Tribhuwan Kumar

*Noted and Approved*

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

1.	Rs. 68,00,000/-	-	SBI-	for 400 days @ 7.1 %
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*Noted and Approved*

18. To report and approve the proposal received from Co-ordinator Digital Marketing course (Add on) for increase of fees w.e.f. batch 14. (**Annexure - XII**)

*Approved*


19. To report the admission of 31 no. of students in PGDCSL course and expected loss to be incurred for the academic session 2023-24. (**Annexure – XIII**)

*The Governing Body resolved that the forfeited amount of M/s Lucideus Tech Private Limited may be utilized for covering the deficit due to less admissions in the PGDCSL program for the year 2023-24*


20. To report and approve the half pay leave for 43 days from 21.11.2023 to 02.01.2024 to Prof. Poonam Verma, Professor-Principal on a personal visit to the United States of America (USA). (**Annexure – XIV**)

Dr. Tarannum Ahmad, Associate Professor / IQAC Co-ordinator will be the Officiating Principal in the absence of Prof. Poonam verma during the above period.

*Approved*

  
**डॉ. पूनम वर्मा / Dr. Poonam Verma**  
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21. To report and condone the delay in submission of Medical bills (February 2023) of Dr. Ramesh Kumar, Assistant Professor amounting to Rs. 6,117/-.

*Approved*

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

- a) It was resolved to circulate AQAR 2022-23 to all the Governing Body members through email and on receipt of approval the same may be uploaded on the college website as per the requirements of NAAC.
- b) The proposal for Naming/Renaming of Asset/Structure as passed in the Staff Council was discussed. The Governing Body approved the said proposal.
- c) The Governing Body discussed the proposal for norms for award of scholarship and appreciated the same. However, it was suggested that till the passing of the same at the University level, the college should wait for execution of the same.

The Governing Body further resolved that a Committee consisting of the following members be formed to look into such cases in future and the same may then be reported to the Governing Body:

1. Chairperson
2. Treasurer
3. Bursar
4. Staff Council Secretary
5. Teachers representative on the Governing Body (more than 10 years' service category)
6. Administrative Officer
7. Professor-Principal

- d) The Governing Body approved the request received from Dr. Ramesh Kumar, CEO, SIIF regarding disbursing of Rs. 25,00,000/- to SIIF out of APC Fund of the college for the following purposes to be used for the students enrolled under NEP:
- I. Seed fund to the SSCBS student startups amounting to Rs. 20,00,000/-,
  - II. Conducting field research related to entrepreneurship activities amounting to Rs. 2,00,000/-
  - III. Organizing workshops, events and competitions amounting to Rs. 3,00,000/-

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

*Poonam*

(Poonam Verma)  
Member Secretary, Governing Body

SSCBS पूनाम वर्मा / Dr. Poonam Verma

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*K. Ratnabali*

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