



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

Minutes of 154<sup>th</sup> Governing Body meeting held on **20<sup>th</sup> March, 2024** at **10:30 am** 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. Tarannum Ahmad, 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 thanked Prof. K. Ratnabali for her valuable contribution to the college during her tenure. The Principal then introduced Dr. Tarannum Ahmad as the new teacher representative in the more than 10 years' service category in place of Dr. Neeraj Kumar Sehrawat as his term has finished.

- I. To approve and confirm the minutes of the 153<sup>th</sup> Governing Body meeting held on 16<sup>th</sup> November, 2023.

*The minutes of the Governing Body meeting held on 16<sup>th</sup> November, 2023 were confirmed as approved by circulation to members.*

- II. The 'Action Taken' on the minutes of 153<sup>rd</sup> meeting of the Governing Body held on 16<sup>th</sup> November, 2023 were noted and approved.

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

*Pt. no. 3 (ii). The Governing Body resolved that the college Library should be strengthened by way of offering Internship and Apprenticeship. It was further resolved that an amount be given per month for Apprenticeship as mandated in the Apprenticeship Act and the source of funds for the same may be explored.*

*Pt. no. 3 (iii). A Committee of the following members is constituted for Technical Evaluation of bids for providing Mess and Canteen services:*

1. Treasurer, Governing Body
2. Members of the Purchase Committee of the college
3. Warden & Dy. Wardens of the college Hostel (Boys & Girls)
4. Members of the Canteen Committee of the college
5. Staff Council Secretary
6. President/Vice President of the Student Council

*Poonam*

**डॉ. पूनम वर्मा / Dr. Poonam Verma**  
सदस्य सचिव, प्रबन्धन समिति  
Member Secretary, Governing Body  
शाहीद सुखदेव कॉलेज ऑफ बिजनेस स्टडीज  
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(दिल्ली विश्वविद्यालय / University of Delhi)  
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PSP Area-IV, Dr. K.N. Katju Marg, Sector-16  
Rohini, Delhi-110 089 (INDIA)

*K. Ratnabali*

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Chairperson, Governing Body  
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*Tarannum Ahmad*  
*Deepti Khatri*

*[Signature]*



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**III. AGENDA ITEMS FOR THE MEETING DT. 20<sup>TH</sup> MARCH, 2024**

1. To consider and approve the various electrical and mechanical and Civil services (Internal and external) received from PWD:

S. No.	Proposal Received from	Amount	Expenditure to be met out
1	The Executive Engineer (E), PWD, North West Electrical Division, Kashmere Gate, Delhi	Rs.58,91,636/- for the year 2024-25 <b>(Annexure – II)</b>	Maintenance Grants (Subject to availability of funds)
2	The Executive Engineer (E), PWD, North West Electrical Division, Kashmere Gate, Delhi	Rs.63,38,846/- for the year 2024-25 <b>(Annexure – III)</b>	Maintenance Grants (Subject to availability of funds)
3	The Executive Engineer (E), PWD, North West B, SU-Block Pitampura,	Rs.11,32,500/- for the year 2024-25 <b>(Annexure – IV)</b>	Maintenance Grant

*Approved from Maintenance Grant Account (subject to availability of funds) otherwise from Students Societies Account (Development Fund)*

2. To consider and approve the extension of deputation period of Mr. Ankur Aggarwal as Section Officer Accounts for a further period of one year w.e.f. 03/07/2024. **(Annexure – V)**

*Approved*

3. To consider and approve the proposal received from the Library Committee for installation of Radio Frequency Identification (RFID) technology in the library. **(Annexure – VI)**

*The Governing Body approved the proposal for installation of RFID in the college library. It was resolved that an Integrated Smart Card System may be explored by the members of the Library Committee & Purchase Committee and a proposal for the same be placed in the next Governing Body meeting.*

*Poonam*

**डॉ. पूनम वर्मा / Dr. Poonam Verma**  
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*K. Ratnasahi*

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*Shas*

*Tarun Ahmed*

*Deepkumar*

*[Signature]*



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4. To consider and approve the request received from the Library Committee to fill the post of Professional Assistant on deputation basis in the library. (**Annexure – VII**)

*Approved*

5. To consider and approve the request received from the following faculty members for acquiring shares and act as Director:
- Dr. Narander Kumar Nigam, Assistant Professor in the Department of Management Studies for taking Directorship and Shareholding in the Proposed Start-up. (**Annexure – VIII**)
  - Dr. Madhu Totla, Assistant Professor in the Department of Management Studies for appointment as a director on the board of STMF Enterprises Pvt. Ltd. of. (**Annexure – IX**)

*Approved subject to the condition that it does not hamper the duties assigned to the concerned faculty by the college.*

6. To report the setup of Skill Development Centre in the college and receipt of a grant of Rs.8,00,000/- (Eight Lakh only) from the University of Delhi. (**Annexure – X**)


*The Principal apprised the Governing Body that Rs. 8 lakhs is not sufficient to set up a Computer Lab consisting of 40 computers for setting up the Skill Development Centre. The Governing Body sanctioned an amount of Rs. 40 lakhs for the said purpose. The bifurcation of amount is given below:*

- Rs. 8 Lakhs received as grant from Skill Development Centre*
- Rs. 6,10,423 received from sale of condemned computers and peripherals.*
- Balance amount is sanctioned out of the APC Fund of the college.*

*Further, a Committee of the following members be formed which will propose the configuration of the systems to be purchased:*

- Two senior faculty members of the Department of Computer Science of the college.*

  
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- b. Coordinator, Skill Development Centre, SSCBS  
c. Sr. Technical Assistant*

7. To report for approval, the extension of contract for running Nescafe Coffee Shop in the college premises by M/s M.S. Overseas for a further period of three years. (**Annexure – XI**)

*Approved for one year only and to be reviewed for further extension of contract after one year.*

8. To report the action of the Chairperson, for appointment of following guest faculty in the Department of Management Studies, Financial Studies and Computer Science for a period of one year as per University of Delhi rules through the recommendations of the duly constituted Selection Committee meetings held on 07/02/2024:

Paper Titled: Hindi ABC (AEC) (Annexure – XII)

1. Ms. Uma Chaudhary
2. Ms. Kanchan
3. Ms. Vidisha Gupta
4. Dr. Shalu Suri
5. Mr. Aditya Nath Tiwari
6. Mr. Manish Sahu

Waiting List:

1. Ms. Jyoti Roy
2. Ms. Manisha
3. Dr. Mulayam Singh
4. Mr. Govind Verma

Paper Titled: Sports for Life 1 (VAC) (Annexure – XIII)

1. Mr. Prakhar Tyagi

Waiting List:

1. Ms. Nancy Gupta

*Noted and approved*

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9. To report the action of the Chairperson, for appointment of following guest faculty in the Department of Management Studies and Financial Studies for a period of one academic year as per University of Delhi rules through the recommendations of the duly constituted Selection Committee meetings held on 13/03/2024: **(Annexure – XIV)**

1. Ms. Richa Jain
  2. Dr. Simple Arora
  3. Ms. Simona Dutta
- Waiting List:

1. Dr. Tanu Shivnani
2. Dr. Aakansha Sehgal

*Noted and approved*

10. To report the engagement of the following guest faculty in the Department of Management Studies, Financial Studies and Computer Science for the current semester, who are working in other colleges of the University of Delhi on permanent basis:


S. No.	Name	Permanent Faculty	Date of Appointment in SSCBS
1	Dr. Rajvir Vats	Dr. Bhim Rao Ambedkar College	24.01.2024
2	Dr. Kuljeet Kaur	Sri Ram College of Commerce	19.01.2024
3	Dr. Mukesh Aggarwal	Maharaja Agrasen College	23.01.2024
4	Dr. Vineet Mehta	Shaheed Bhagat Singh College (E)	22.01.2024
5	Mr. Ravi Yadav	Shaheed Bhagat Singh College (M)	26.02.2024
6	Ms. Sheetal Mavi	Bharati College	28.02.2024

*Noted and approved*

11. To report and approve the action taken by the Chairperson:

- a. Appointment of Mr. Anurag Dayal Mathur, Advocate, empaneled in the University of Delhi in the case of Dr. Mehak Singh and Ors. V/s Union of India & Ors. in the Hon'ble High Court. **(Annexure – XV)**
- b. Approval granted to the Principal for attending the training program of University of Delhi **(Annexure – XVI)**

*Noted and approved*

  
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12. To confirm the services of Mr. Tapan Mandal as Junior Assistant, who has joined on 01.12.2022 after promotion on the recommendation of the Departmental Promotion Committee meeting held on 14/10/2022, which was acceded to by the Governing Body in its 147<sup>th</sup> meeting held on 28/11/2022. **(Annexure – XVII)**

*Noted and approved*

13. 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	Mr. Dharmender	Junior Assistant	10 <sup>th</sup> January, 2024	12 <sup>th</sup> January, 2024
2	Mr. Sunny	Lab. Attendant	31 <sup>st</sup> January, 2024	2 <sup>nd</sup> February, 2024
3	Mr. Hemender Sharma	System & Network Administrator	3 <sup>rd</sup> February, 2024	6 <sup>th</sup> February, 2024
4	Mr. Rohit Kumar	Manager Hostel	8 <sup>th</sup> February, 2024	12 <sup>th</sup> February, 2024

*Noted and approved*

14. To report and accept the Technical Resignation of the following faculty members:

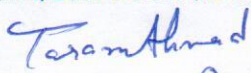
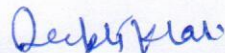
- a. Dr. Abhishek Tandon, Assistant Professor in the Department of Financial Studies w.e.f. 29/12/2022 (A/N) vide his letter dated January 12, 2024 and payment of Rs. 5,88,995/- to University of Delhi pro-rata gratuity for counting his past services **(Annexure – XVIII)**
- b. Prof. Sameer Anand, Professor in the Department of Computer Science w.e.f. 29/12/2022 (A/N) vide his letter dated January 12, 2024 and payment of Rs. 20,00,000/- to University of Delhi pro-rata gratuity for counting his past services . **(Annexure – XIX)**

*Noted and approved*

  
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15. To report the receipt of Rs.3,50,000/- (Three Lakh Fifty Thousand Only) from Open Futures Ltd. in the college for consultancy services provided by Dr. Narander Kumar Nigam, Assistant Professor. The share of Dr. Narander Kumar Nigam will be released as per rules. (Annexure – XX)

*Noted and approved*

16. To report the receipt of letter from the Registrar, DTU regarding payment of Property Tax for the period from 2004-05 to 2016-17 of the college (Vivek Vihar Building) amounting to Rs.21,61,896/-. (Annexure – XXI)

*A letter may be sent to the Shaheed Rajguru College of Applied Sciences for Women for sharing of Property Tax for the period upto the period they were occupying the same building and also to DHE, GNCTD for approval and release of grant for the same.*

17. To report the Notification no. Acad. I/Orphan Quota/2024-25/10 dated 16<sup>th</sup> January, 2024 received from the Registrar, University of Delhi to facilitate the welfare of the students admitted under the Orphan Quota at Undergraduate and Postgraduate level in the University and its colleges for payment of their fees. (Annexure – XXII)

*Noted and approved*


18. To report the letter no. F.31-8/2023(JCRC) dated 24<sup>th</sup> January, 2024 received from the Under Secretary, University Grants Commission regarding MACP/ Promotion / Career Upgradation Rules for the post of Placement Officer. (Annexure – XXIII)

*Noted and approved*

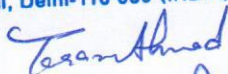
19. To report the Notification No. CNC-II/093/1/(29)/2022-23/228 dated 13<sup>th</sup> October, 2023 received from the Registrar, University of Delhi with regard to amendment to ordinances vide E.C. Resolution No. 31-36/- dated 25.08.2023 the University has adopted the University Grants Commission (Minimum Qualifications for appointment of Teachers and other academic staff in Universities and its colleges. (Annexure – XXIV)

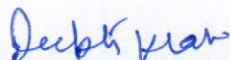
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20. To report the letter no. CB.II/Status/ Phy. Edu Coaches/2024 dated 20.02.2024 for appointment of coach in the college to encourage the students in physical activities beyond the classroom to stay physically fit.  
**(Annexure – XXV)**

*Noted and approved*

21. To report the resignation of Ms. Anusha Goel, Assistant Professor (Ad-hoc) w.e.f. 16.02.2024 (A.N.) as she has been appointed in Shyama Prasad Mukherjee College on permanent basis.

*Noted and approved*

22. To report and approve the payment of retirement benefits to Shri Imtiaz Ahmad, Superannuated on 31.12.2023 **(Annexure – XXVI)**.

1	Rs. 20,00,000/-	-	Retirement Gratuity
2.	Rs. 11,16,900/-	-	Earned Leave Encashment
3.	Rs. 15,04,419/-	-	Commuted value of pension

*Noted and approved*

23. To report and approve the payment of P.F. final withdrawal / Final payment on retirement to the staff as per details given below: -

a.	Rs. 80000/-	Shri Suman Singh	-	Re-construction of house
b.	Rs. 5825/-	Dr S k Goyal	-	Accrued interest after retirement
c.	Rs. 6254/-	Dr P.R.,Singh	-	-do-
d.	Rs. 1811/-	Dr Tribhuwan Kumar	-	-do-
e.	Rs. 43166/-	Sh Rajinder Jaiswal	-	-do-
f.	Rs. 47,34,001/-	Shri Imtiaz ahmand	-	Retirement
g.	Rs. 46000/-	Shri Baleshwar ram	-	Renovation of House
h.	Rs. 20000/-	Shri Tapan mandal	-	treatment of son
i.	Rs. 100000/-	Shri Drigpal Yadav	-	Tehravi of Father
j.	Rs. 100000/-	Shri Atul Bhardwaj	-	Repair of House
k.	Rs. 104000/-	Shri Baleshwar ram	-	Renovation of House
l.	Rs. 200000/-	Shri Tapan mandal	-	Tehravi of Brother
m.	Rs. 20000/-	Shri Krishan Pal	-	Medical Emergency

*Noted and approved*

**डॉ. पूनम वर्मा / Dr. Poonam Verma**  
सदस्य सचिव, प्रबन्धन समिति  
Member Secretary, Governing Body  
शाहीद सुखदेव कॉलेज ऑफ बिजनेस स्टडीज  
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24. To report and approve the investment of provident fund account as detailed below: -

- a. Rs, 889040/- SBI - for 400 days @ 7.1 %  
b. Rs. 266000/- SBI - for 400 days @ 7.1 %

*Noted and approved*

**SUPPLEMENTARY AGENDA**

1. To report for approval, the recommendations of the Screening-cum-Evaluation Committee meeting held on March 19, 2024 for promotion of following Assistant Professors from Stage II to Stage III i.e. Pay level 11 to Pay Level 12 as per the University of Delhi rules under CAS 2018 w.e.f. the date of their eligibility as mentioned against each:

Sl. No.	Name	Assessment Period	Date of Eligibility for Promotion	Remarks
1	Dr. Sushmita	29/07/2017 to 30/07/2022	31/07/2022	----

Sl. No.	Name	Assessment Period	Date of Eligibility for Promotion	Remarks
1	Dr. Kumar Bijoy	03/06/2014 to 02/06/2019	03/06/2019	Date of eligibility revised (from 04/01/21 to 03/06/19) as per Notification no. CNC-II/093/1(29)/2022-23/ 228 dt. 13.10.2023. The earlier minutes of the Screening-cum-Evaluation Committee meeting held on 05/02/21, therefore, stands revised.

*Noted and approved*

2. To report and approve the proposal received from boards of Directors of SIIF, SSCBS for engaging one of the Director, SIIF as CEO and payment of honorarium for additional charge of CEO.

*The matter was discussed and it was advised that this matter be taken up appropriately.*

डॉ. पूनम वर्मा / Dr. Poonam Verma  
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3. To review the case of Mr. Atul Bhardwaj, Technical Assistant (Computer) as per University Non-Teaching Employees (Terms & Conditions of the Service) Rules 2013.

*A Committee of the following members is constituted for the purpose:*

- a. Principal*
- b. Bursar*
- c. HOD of Computer Science Department*
- d. Administrative Officer*
- e. Joint Registrar (Non-Teaching), University of Delhi*

4. To report and condone the delay in submission of 13 Nos. Medical bills (2021 & 2022) of Mr. Atul Bhardwaj, Technical Assistant amounting to Rs. 59,482/-.

*Due to the inordinate delay in submitting the medical bills by the employee, it was resolved by the Governing Body that condonation of delay in this case is not possible.*

5. To report for approval, the grant of Dearness Allowance to the staff as per the revised rates effective from 01.01.2024 from 46% to 50% as per the O.M. No. 1/1/2024-E-II(B) dated 12<sup>th</sup> March, 2024 of Deputy Secretary to the Govt. of India, Ministry of Finance, Department of Expenditure, New Delhi.

*Noted and approved*

6. To report the resignation submitted by Mr. Hemender Kumar Sharma from the post of System Network & Administrator (Contractual) w.e.f. 19.03.2024 (A.N.) as he has been appointed as Senior Technical Assistant in the University of Delhi and further to advertise the post of System & Network Administrator on contractual basis.

*Noted and approved*

7. To report for approval, the selling of e-waste through MSCTC portal. A sum of Rs.6,10,423/- was received and deposited in the Students' Societies Account.

*Noted and approved*

**(Poonam Verma)**  
**Professor-Principal**  
**Member Secretary, Governing Body**  
**SSCBS**

डॉ. पूनम वर्मा / Dr. Poonam Verma  
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**(K. Ratnabali)**  
**Chairperson, Governing Body**  
**SSCBS**

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