



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

Minutes for the 157th meeting of the Governing Body held on **August 27, 2024 (Wednesday) at 03:00 PM** in the college premises.

Following members attended the meeting:

1. Prof. Gunjan Gupta, University Representative / Chairperson, Governing Body
2. Prof. Kavita Sharma, University Representative / Treasurer, Governing Body
3. Dr. Tarannum Ahmad, Teacher Representative (More than 10 years' service category)
4. Dr. Sonika Thakral, Teacher Representative (Less than 10 years' service category)
5. Ms. Nidhi Arora – Non-Teaching Staff Representative (Special Invitee)
6. Prof. Poonam Verma – Principal/Member Secretary

At the outset, the Principal introduced Dr. Sonika Thakral as the new teacher representative in the less than 10 years' service category in place of Dr. Narander Kumar Nigam and Ms. Nidhi Arora as the Non-Teaching Staff Representative (Special Invitee) in place of Dr. Deepti Khatri as their term has finished. The Governing Body thanked the outgoing members for their valuable contribution to the college during their tenure.

- I. To approve and confirm the minutes of the 155th and 156th Governing Body meeting held on 24th April, 2024, 2 PM and 3 PM respectively.

The minutes of the Governing Body meeting held on 24th April, 2024 (2 PM and 3 PM) were confirmed as approved by circulation to members.

- II. To report the 'Action Taken' on the minutes of the 156th Governing Body meeting held on 24th April, 2024 (3 PM).

The 'Action Taken' on minutes of GB meeting held on 24th April, 2024 (3 PM) were noted and approved.

III. AGENDA ITEMS FOR THE MEETING DT. 27TH AUGUST, 2024

1. To approve the additional Teaching and Non-teaching posts in the college due to implementation of EWS reservation and four years under graduate program under NEP as per University of Delhi / UGC Norms.

A. Teaching Posts

Particulars	2018-19	2020-21 (EWS 10%)	2021-22	2022-23 (NEP I Year)	2023-24 (NEP II Year)	2024-25 (NEP III Year)	2025-26 (NEP IV Year)
No. of Students Admitted	320 X 3 = 960	403 X 3 = 1209	403 X 3 = 1209	403 X 3 = 1209	403 X 3 = 1209	403 X 3 = 1209	403 X 4 = 1612


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Sanctioned Posts	44	44	44	44	44	44	44
Required Teaching Posts	48	60	60	60	60	60	81
Additional Posts to be sanctioned	4	16	16	16	16	16	37

B. Non-Teaching Posts

S. No.	Particulars	Group A	Group B	Group C
1	Sanctioned Posts of Non-Teaching Staff	5	6	42
2	Additional Posts of Non-Teaching staff Required	3*	3**	20***

Name & Number of Posts		
Group A*	Group B**	Group C***
Administrative Officer – 1	Section Officer – 1	Assistant – 1
Physical Director – 1	Senior Assistant – 1	Junior Assistant – 2
Estate Officer – 1	Semi Professional Assistant – 1	Library Assistant – 2
		Library Attendant – 3
		Laboratory Assistant – 8
		Laboratory Attendant – 4

The Governing Body approved the additional teaching and non-teaching positions subject to the number of students as estimated being there for the IV year due to the implementation of the NEP. The Governing Body advised that the Recruitment Rules for the above non-teaching posts be enclosed with the proposal which is to be forwarded to the concerned authorities for the next stage approval. Further, the recruitment rules 2020 of University of Delhi does not recognize Estate Officer as separate post. In place of Estate Officer, the Governing Body approves one post of Junior Engineer (Civil/Electrical), Level 6, Group B for the college.

2. To report and consider the notification no. Estab. II (i)/891 dated 19th July, 2024 received from the Joint Registrar-Estab. (NT), University of Delhi with regard to the discontinuation of membership of the employees (Teaching and Non-teaching) of the colleges from WUS Health Centre. **(Annexure – 1)**

The Governing Body adopted the letter of the University of Delhi in principle with the following directions:


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- a. *It was resolved that the deduction that was earlier sent to the University WUS from the employees now be shown in the Maintenance Account as receipts as per notification no. Estab. II (i)/891 dated 19th July, 2024 received from the Joint Registrar-Estab. (NT), University of Delhi with regard to the discontinuation of membership of the employees (Teaching and Non-teaching) of the colleges from WUS Health Centre.*
- b. *Approach DGHS/CGHS to make college staff as the beneficiary of the medical facilities.*
- c. *All medical reimbursement be done as per DU rules.*

3. To Consider and approve the request received from Mohd. Rashid Shamim, Assistant Professor (Ad-hoc basis) in the department of Management Studies for allotment of faculty staff quarter in the college campus. (Annexure – 2)

Not approved as the tenure of the adhoc appointments are only for four months.

4. To consider and approve the request received from Dr. Kumar Bijoy, Associate Professor in the Department of Financial Studies to launch of a new 100 hrs certificate course on Certified Wealth Management jointly with FinX. (Annexure – 3 A & 3 B)

Approved

5. To consider and approve the request received from Dr. Kumar Bijoy, Associate Professor for signing a MoU with AIESEC in Delhi IIT for International branding of SSCBS and International Internships opportunity for the students. (Annexure – 4 A & 4 B)

Approved

6. To consider and approve the proposal received from Harvard Business Publishing Education for institutional accessibility for their cases, simulations and online courses. (Annexure – 5)

The Governing Body unanimously resolved to subscribe to the Harvard Business Publishing Institutional Membership which will give access to the students as well as the faculty for the case study, simulations and micro credentials to be earned by the students and faculty.

The Governing Body affirmed that it is indeed a strategic decision which will significantly enhance the learning experience, prepare students for real world challenges and add value to the overall education in our college. The investment in this kind of subscription is not just a financial one but an investment for the future success of the students and the reputation of the institution.

Governing Body further resolved that the college should buy it on regular basis from the APC fund. This being a proprietary item is not available on GeM and as per Rule 166 of GFR 2017 the goods and services of proprietary nature can be procured.


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7. To consider and approve the extension of deputation period of Ms. Rekha Rani, Technical Assistant, for further period of one year as per her request submitted by her vide letter 01.11.2024. (**Annexure – 6**)

Approved

8. To consider and approve the quotation amounting to Rs.17,17,410/- received from M/s Panasonic Life Solutions India Pvt. Ltd. for repair work of 226HP air conditioners installed in the college campus before commencing the annual maintenance contract. (**Annexure – 7**)

Approved

9. To report the stock verification of the following items by the respective constituted committees for the year 2023-24:

- I. Library Books (**Annexure – 8 A and 8 B**)
- II. Computer and Peripherals (**Annexure – 9 to be placed on table**)
- III. Furniture and Fixtures (Non-consumable) – (**Annexure – 10 to be placed on table**)


Approved for point I. For point II & III the Principal apprised the Governing Body that the Stock Verification Report will be placed in the next Governing Body meeting.

10. To approve the recommendations of the Selection Committee for appointment of following guest faculty for paper titled 'Environmental Science' in the Departments of Management Studies, Financial Studies and Computer Science for a period of one academic year as per University of Delhi rules through the recommendations of the duly constituted Selection Committee meeting held on 18/07/2024: (**Annexure – 11**)

1. Ms. Anshul Tyagi, UR
2. Dr. Bhuwan Chopra, UR
3. Dr. Pooja, UR
4. Ms. Sunaina, SC
5. Dr. Guncha Sharma, UR

Waiting List:


1. Dr. Sachin Mishra, UR
2. Dr. Rajman Gupta, OBC
3. Mr. Karan Bisht, EWS



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11. To approve the recommendations of the Selection Committee for appointment of following guest faculty for computer science papers in the Departments of Management Studies, Financial Studies and Computer Science for a period of one academic year as per University of Delhi rules through the recommendations of the duly constituted Selection Committee meeting held on 18/07/2024: (**Annexure – 12**)

1. Ms. Ayushi Gupta, UR
2. Dr. Deepali Dhaka, UR
3. Ms. Kirti Jain, EWS
4. Dr. Neha Bhatia, UR
5. Dr. Ajay Kumar, OBC

Waiting List:

1. Dr. Rama Bansal, UR
2. Dr. Madhu, UR
3. Dr. Shruti Aggarwal, UR
4. Ms. Mansi, UR

Approved

12. To approve the recommendations of the Selection Committee for appointment of following guest faculty for the Departments 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 meeting held on 19/07/2024: (**Annexure – 13**)

1. Dr. Anita Kohli
2. Dr. Ankita Arora
3. Dr. Ashima Gaba
4. Dr. Bendangwapang AO
5. Ms. Divya Jain
6. Ms. Divya Seth
7. Ms. Kajol.
8. Ms. Komal Chhikara
9. Ms. Komal Goyal
10. Dr. Monika Khemani
11. Mr. Ningthoujam Browney Meitei
12. Ms. Palak Baghla
13. Mr. Praveen SK
14. Dr. Reetika Jain
15. Mr. Sachin Kumar Bansal
16. Dr. Saima
17. Dr. Shevata Marwah

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18. Dr. Shiva Kapoor
19. Dr. Simple Arora
20. Mr. Tatkarsh
21. Dr. Usha Aggarwal

Waiting List (not in order of merit):

1. Mr. Bhupender
2. Ms. Kirti Verma
3. Mr. Lalit Gulati
4. Ms. Megha Sethi
5. Mr. Oorja Yadav
6. Mr. Prakhar Tyagi
7. Ms. Sejal Saluja
8. Ms. Surily Sahay
9. Ms. Vidisha Gupta
10. Ms. Vineeta

Approved


13. To approve the recommendations of the Selection Committee for appointment of following guest faculty for the Departments 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 meeting held on 29/07/2024: **(Annexure – 14)**

1. Mr. Gaurav Kumar
2. Mrs. Priyanka
3. Dr. Rama Bansal
4. Mr. Vineet Kumar

Approved

14. To report the action of the Chairperson for considering and approving the recommendations of the Screening-cum-Evaluation Committee meeting held on June 4, 2024 for promotion of the 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 from the date of eligibility as mentioned against each: **(Annexure – 15)**

Sl. No.	Name	Assessment Period	Date of Eligibility for Promotion
1	Dr. Madhu Totla	24/12/2017 to 23/12/2022	24/12/2022
2	Dr. Ramesh Kumar	26/07/2018 to 25/07/2023	26/07/2023
3	Mr. Raj Kumar	07/08/2018 to 06/08/2023	07/08/2023


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15. To consider and approve the recommendations of the Selection Committee meeting held on July 15, 2024 for promotion of the following Assistant Professors, Stage III to Associate Professor i.e. Pay level 12 (Assistant Professor) to Pay Level 13 A (Associate Professor) from the date of their eligibility in accordance with the University of Delhi rules vide Notification Ref. No. R&P/017/ 2024/035 dt. 11/07/24 under CAS 2018: **(Annexure – 16)**
1. Dr. Amrina Kausar
 2. Dr. Mona Verma

Approved

16. To consider and approve the recommendations of the Selection Committee meeting held on July 30, 2024 for promotion of the following Associate Professors (Academic Level 13A) to Professor (Academic Level 14) as per the University of Delhi rules under CAS 2018 from the date of eligibility as mentioned below: **(Annexure – 17)**

Sl. No.	Name	Assessment Period	Date of Eligibility for Promotion	Remarks
1	Dr. Anamika Gupta	01.01.2021 to 31.12.2023	01.01.2024	Promoted under CAS 2018
2	Dr. Shikha Gupta	26.02.2021 to 25.02.2024	26.02.2024	Promoted under CAS 2018

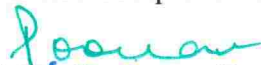
Approved


17. To consider and approve the recommendations of the Selection Committee meeting held on July 31, 2024 for promotion of the following Assistant Professor, Stage III to Associate Professor i.e. Pay level 12 (Assistant Professor) to Pay Level 13 A (Associate Professor) from the date of his eligibility in accordance with the University of Delhi rules vide Notification Ref. No. R&P/017/ 2024/035 dt. 11/07/24 under CAS 2018: **(Annexure – 18)**

Sl. No.	Name	Assessment Period	Date of Eligibility for Promotion	Remarks
1	Dr. Kumar Bijoy	03/06/2019 to 02/06/2022	03/06/2022	

Approved

18. To consider and approve the recommendations of the Committee meeting held on August 5, 2024 for revision of dates of the following Assistant Professors for promotion from Stage II to Stage III i.e. Pay level 11 to Pay Level 12 from the date of their eligibility as mentioned against each in light of the Notification no. R&P/017/2024/035 dated 11.07.2024 of the University of Delhi which was deferred / changed due to non-completion of the requirement of the relevant training/workshop/course as per earlier


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provision: (Annexure – 19)

S. No.	Name	Date of Appointment	Assessment Period	Previous Date of Eligibility for Promotion	Revised Date of Eligibility for Promotion	Remarks
1	Dr. Amrina Kausar	02.06.2014	03/06/2014 to 02/06/2019	29.10.2020	03/06/2019	Two Week (Online) FDP completed on 28.10.2020
2	Dr. Nidhi Kesari	02.06.2014	03/06/2014 to 02/06/2019	01.12.2019	03/06/2019	Two Week Refresher Course completed on 30.11.2019

Approved

19. To consider and approve the recommendations of the Screening Committee meeting held on 24th May, 2024 for granting 3rd MACP to Mr. Baleshwar Ram as per details given below: (Annexure – 20)

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. Baleshwar Ram, Mali	Level – 3 Rs.39,400 as on 01/07/2023	05/04/2024 (Third MACP)	GP Rs.2400 (Pay Level-4)	

Approved

20. To confirm the services of Mr. Pushpender Prajapati as Semi Professional Assistant, who has joined on 23.06.2023 after promotion on the recommendation of the Departmental Promotion Committee meeting held on 23.06.2023, which was acceded to by the Governing Body in its 152nd meeting held on 28/08/2023. (Annexure – 21)

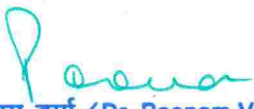
Approved


21. To report for approval the joining of Mr. Raj Kumar, Assistant Professor on 02.08.2024 (A.N.) after availing Study Leave w.e.f. 04.08.2022 to 02.08.2024.

Noted and Approved

22. To report the action of the Chairperson for considering the request received from Mr. Abhimanyu Verma, Assistant Professor in the Department of Management Studies for granting of Study Leave for a period of one year w.e.f. 01/08/2024. He has been relieved from the college duties for study leave w.e.f. 06.08.2024 (Afternoon) (Annexure – 22 A & 22 B).

Noted and Approved


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 Chairperson, Governing Body
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**SHAHEED SUKHDEV COLLEGE OF BUSINESS STUDIES
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23. To report for approval, the action of the Principal and Chairperson for extension of term of Dr. Rishi Rajan Sahay, as Bursar of the college from 12.04.2024 to 24.04.2024 and from 25.04.2024 to 24.04.2025.

Noted and Approved

24. To report for approval, the appointment of the following non-teaching employee 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. Champa Negi	Junior Assistant	28 th May, 2024	30 th May, 2024
2	Mr. Dharmender	Junior Assistant	11 th July, 2024	15 th July, 2024
3	Mr. Sunny	Lab. Attendant	1 st August, 2024	5 th August, 2024

Noted and Approved

25. To report for approval the sanction of 13 days 'Leave Not Due' to Mr. Mayank Sahni, Senior Technical Assistant from 05/05/2024 to 17/05/2024 on medical ground. (Annexure – 23)

Noted and Approved

26. To report the notification no. Fin. /Pen.Cell/2024-25/2169 dated 12.06.2024 received from the Finance Officer, University of Delhi with regard to the revised rates of the retirement gratuity and death gratuity for the employees who have been covered under CCS (Pension) Rules, 2021 (Maximum ceiling limit from Rs.20,00,000/- to Rs.25,00,000/-). (Annexure – 24)

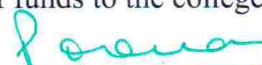
Noted and Approved

27. To report the notification no. Acad.. I/UG & PG Fee/2024-25/228 dated 21.06.2024 received from the Registrar, University of Delhi with regard to the revision of fees for the students taking admission in the University/ Colleges for the academic session 2024-25 for Undergraduate and Postgraduate Programmes. (Annexure – 25)


Noted and Approved

ITEMS ACCOUNTS

28. To approve the Revised Budget Estimates 2023-24, Revised Estimates 2023-24 and Budget Estimates 2024-25 as per details given below, for sending to the Directorate of Higher Education, GNCTD for releasing of funds to the college accordingly.


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Budget Heads	Budget Estimates 2023-24 (Rs. in Thousands)	Revised Budget Estimates 2023-24 (Rs.in Thousands)	Budget Estimates 2024-25 (Rs.in Thousands)
GIA Salary	197511	217324	255906
GIA Other	266147	288375	330957
GIA Capital	13750	13800	14000
Total	477408	519499	600863

Approved

29. 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 st April 2022 to 31 st March 2023	(Annexure – 26)

Approved

30. To report and approve the Annual Audited Accounts for the year ending 31st March, 2024 by internal auditors. **(Annexure – 27)**

Approved

31. To report the recommendations of the Purchase / Technical Committee for the following award of contract for hiring services / AMCs for the college:

- Mess and Canteen tender to M/s Eswara Kamadhenu Restaurant Pvt. Ltd. for a period of two years w.e.f. 15.07.2024 through e-tendering process on Govt. of India portal.
- Contract for supplying Multi-Tasking Staff services to M/s Paras Security Services for a period of three years w.e.f. 03.07.2024 through GeM.
- The award of Annual Maintenance Contract (AMC) to M/s Panasonic Life Solutions India Pvt. Ltd. the OEM of Panaconic make Air conditioning VRF systems installed in the college premises

The five year AMC contract shall commence from July 10, 2024 as per details given below: -

S.No.	Year	Charges for AMC of 226 HP VRF System
1 st Year	2024-25	Rs.1265600/-
2 nd Year	2025-26	Rs.1333400/-

Poonam
डॉ. पूनम वर्मा / Dr. Poonam Verma
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[Signature]
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3 rd Year	2026-27	Rs.1401000/-
4 th Year	2027-28	Rs.1514200/-
5 th Year	2028-29	Rs.1604600/-
Basic Value		Rs.7118800/-
GST @ 18%		Rs.1281384/-
Grand Total		Rs.8400184/-

Approved

32. To report and approve investment out of Provident Fund account of the College

1. 5,49,000/-	SBI	-	7.10 %
2. 7,34,000/-	SBI	-	7.10%

Approved

33. To report and approve payment of Final withdrawal/PF loan to Provident Fund subscribers —

1. Dr. Tarannum Ahmad -	11,00,000/-	Daughter's marriage
2. Mr. Jaiversh Anand -	19,00,000/-	Purchase of house
3. Mr. Suman Singh -	1,00,000/-	Medical expenditure
4. Mr. Atul Bhardwaj -	4,70,000/-	Pre-retirement
5. Mr. Rajinder Jaiswal -	26384/-	Interest for year 2023-24
6. Mr. Imtiaz Ahamd -	76837/-	Interest for year 2023-24

Approved

ANY OTHER MATTER WITH THE PERMISSION OF THE CHAIR

1. The Principal apprised the Governing Body about an email received from Prof. Kavita Sharma, Treasurer for instituting two prizes in the college in memory of her parents Sh. Ved Prakash Abbey and Shrimati Bimla Abbi with an endowment fund of Rs. 1,50,000/- for the best academic performance of college students enrolled in two separate commerce/management programmes. The instituted prizes out of interest money as per policy may be given on the occasion of the college Annual Day Celebration.

The eligibility criteria for this scholarship is that the student must be enrolled in one of the two undergraduate management programs offered by the college i.e. BMS & BBA (FIA). The student must be admitted in the Economically Weaker Sections (EWS) category, as verified by appropriate documentation. Only students who have successfully completed their second year of the UG course will be eligible.

2. The Principal apprised the Governing Body that the corpus amount of the Vanishree Award has been increased from Rs. 1 Lakh to Rs. 10 Lakhs. Criteria for the same needs to be worked upon.


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3. The Principal apprised the Governing Body about the case of Mr. Atul Bhardwaj. The draft minutes of the Committee were shared which was formed by the Governing Body in its meeting held on 20/03/24. The Governing Body authorized the Principal to send the reply to the University once the minutes are signed by the members of the Committee.
4. The Principal reported the suspension of classes on 22nd August, 2024 taking care of students' interest as many teachers informed about joining the DUTA call for the strike. However, to ensure regularity of teaching-learning in the college, as an alternative Saturday 24th August, 2024 was proposed to be the full teaching day having the Thursday schedule.

The Governing Body took note of the high academic standards maintained by the college over the years and appreciated the responsible way in which the interests of all are being taken care of. However, in view of the developments in the last few days in the college, as reported by the Principal, the governing body took serious note of the defiance shown by some teachers to the Principal's request to conduct their classes. Further, there is an expectation that with the cooperation of all, the academic environment of the college will remain good and inspiring.

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

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

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(Prof. Gunjan Gupta)
Chairperson
Governing Body

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