



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

Minutes of the 158th meeting of the Governing Body held on **October 21, 2024 (Monday) at 02:00 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) (Attended online)
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

- I. To approve and confirm the minutes of the 157th Governing Body meeting held on 27th August, 2024.

The minutes of the Governing Body meeting held on 27th August, 2024 were confirmed as approved by circulation to members.

- II. To report the 'Action Taken' on the minutes of the 157th Governing Body meeting held on 27th August, 2024.

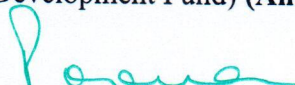
The Action Taken on minutes of GB meeting held on 27th August, 2024 were noted and approved.

Business arising out of Minutes of GB meeting dt. 27th August, 2024


Pt. no. 15: Dr. Mona Verma's case of promotion to Associate Professor is pending as her previous promotion date (Level 11 to 12) is not yet revised due to change of assessment period, and, hence, the date of her promotion to Associate Professor is not yet fixed as the clarification from University of Delhi regarding requirement of conducting of a Selection Committee / Screening Committee meeting is sought in the case of change of assessment period as in the case of Dr. Nidhi Kesari.

III. AGENDA ITEMS FOR THE MEETING DT. 21 OCTOBER, 2024

1. To consider and approve the PWD estimates amounting to Rs.34,68,700/- for Cleaning of ACP Sheet, Internal, External, Whitewash, Painting, Finishing Work & Misc. Civil Work of the college for the year 2024-25 received from the Executive Engineer, PWD, Division North-West B, Pitampura, Delhi. The proposed expenditure shall be done from Students' Societies (Development Fund) (Annexure -1)


डॉ. पूनम वर्मा / Dr. Poonam Verma
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Member Secretary, Governing Body
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रोहिणी, दिल्ली-110089 (भारत)

Approved


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2. To consider and approve the PWD estimates amounting to Rs.67,24,700/- for providing and fixing Stainless Steel Grill in Balconies of Girls and Boys Hostel and Corridors of the college for the year 2024-25 received from the Executive Engineer, PWD, Division North-West B, Pitampura, Delhi. The proposed expenditure shall be done from Students' Societies (Development Fund and Hostel Fund) (Annexure -2)

Approved and the expenditure for the same will be appropriately apportioned to Hostel and College Account.

3. To consider the draft minutes of the meeting of the Finance Committee for purchase of computers from GeM. (Annexure – 3)

The Governing Body resolved that a reminder should be sent to the Directorate of Higher Education (DHE) after one week. The Principal informed the members that, given the urgency of the matter, the process is being initiated. It was further resolved that if no reply is received from the DHE after this, the college will proceed with the purchase of computers, as the entire process, including the submission of the Utilization Certificate, must be completed by December 31, 2024, and submitted to the University of Delhi.

In light of this, it was agreed that the entire process should be expedited, and a Skill Development Centre must be established within the given timeframe.

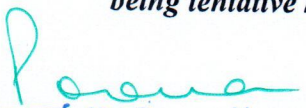
4. To consider and approve the stock verification of the following items by the respective constituted committees for the year 2023-24:


- a. Computer and Peripherals (Annexure – 4)
b. Furniture and Fixtures (Non-consumable) – (Annexure – 5)

Approved

5. To consider and approve the expenditure of Rs.3,00,000/- (Three Lakh only) for organizing an International Conference on Sustainability Transition: Marketing-Oriented Approaches (March 2025) in the college premises. The proposed expenditure shall be done from APC Fund (Annexure –6)

Approved. It was further resolved that the theme of the Conference being tentative may change with evolved discussions.


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6. To consider and approve the restructuring of fees of PGDCSL program as per the directives of the Admission Committee constituted by the competent authority for admission to Post Graduate Diploma in Cyber Security and Law (PGDCSL) in the University of Delhi. (Annexure – 7A & 7B)

1. Restructuring of fees for the PGDCSL program was approved as per University of Delhi letter No. Acad./PG Fee/2022-23/656 dt. 02.08.2022 w.e.f. 2022-23.

2. The revised fee structure for the PGDCSL program was approved w.e.f. academic session 2025-26.

3. The Governing Body also approved the college to advertise the course before admission so that enrollment in this course can be increased and to modify the eligibility criteria for the admission.

7. To report and decide the use of remaining 26 nos. of silver coins kept in the store out of 100, which were prepared during the silver jubilee celebration of the college in the year 2012. (Annexure – 8)

The Governing Body resolved that the remaining 26 silver coins should be distributed as under:

1. All the staff who have been appointed on regular/deputation basis and are in service as on date.

2. All the staff who are appointed on contractual/adhoc basis against sanctioned posts and are in service as on date and have completed 5 years of service.

3. Further, the remaining coins, if any, shall be awarded to best students against Gold Medal awarded by the college from next academic session.

8. To approve the operations of the following saving bank accounts (with SBI) of the college jointly by the Principal and the Bursar as per statute of University of Delhi for updating the KYC in the bank.

- a. Maintenance Grant
- b. Students' Societies
- c. APC Account
- d. PF Account
- e. Superintendent, Theory Examination - SSCBS
- f. Coordinator, Practical Examination – SSCBS

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9. To approve the recommendations of the Selection Committee for appointment of following guest faculty in the Department of 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 03/09/2024: (**Annexure -9**)

1. Ms. Ruchi Singhal

Waiting List:

1. Ms. Princy Aggarwal

Approved

10. 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	Mr. Rohit Kumar	Manager Boys Hostel	11 th August, 2024	19 th August, 2024
2	Ms. Geeta Joshi	Matron Girls Hostel	14 th October, 2024	16 th October, 2014

Approved


11. To consider and approve the recommendations of the Screening Committee meeting held on 15th October, 2024 for granting 1st MACP to Mr. Deepak Kumar, Safai Karamchri as per details given below: (**Annexure - 10**)


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. Deepak Kumar, Safai Karamchari	Level - 1 (Cell-10) Rs.24,200 as on 01/07/2017	04/01/2018 (First MACP)	GP Rs.1900 (Pay Level-2)	

Approved

12. To report for approval the action of the Chairperson for allowing Mr. Mr. Girindra Kumar Pathak, Advocate in place of Mr. Anurag Dayal Mathur in the LIR No. 1408/19, Sarita V/s Shaheed Sukhdev College of Business Studies before the Labour Court, Central Delhi. (**Annexure - 11**)

Approved


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13. To report the enhancement of honorarium / Conveyance charges for working on Saturday, Sunday and Holidays for all categories of Non-Teaching Staff and other officers of the University from Rs.240/- per day to Rs.500/- per day (for 8 hours) subject to the ceiling of Rs.5,000/- in respect of each individual. (Annexure – 12)

Approved

14. To report the letter no. DHE-9(83)/Plg/2022/Misc.(CUET)/1972-78 dated 22/08/2024 received from the Admn. Officer / H.O.O. (DHE) with regard to Biannual Admission in Higher Education Institutions, Guidelines on Public Self-Disclosure by Higher Education Institutions and Fee Refund Policy 2024-25. (Annexure – 13)

Noted. It was resolved that, as a constituent college of the University of Delhi, the college must adhere to the University of Delhi's guidelines for admissions. It was further resolved that these guidelines will be implemented as and when they are enforced by the University of Delhi.

15. To report and adopt the GOI, Ministry of Finance, Deptt. of Expenditure notification no. F.1/3/2014-PPD dated 10.07.2024 regarding amendment in General Financial Rules, (GFR) 2017 (Annexure – 14)

Approved

16. To report for approval the Notification No. Estab.II(ii)/2024/249 dated 30th September, 2024 for implementation of recommendation of the seventh Central Pay Commission on Dress Allowance to revise existing rates of Dress Allowance from Rs.5,000/- to Rs.6,250/- w.e.f. 01.07.2014. (Annexure – 15)

Approved

ITEMS ACCOUNTS

17. To report and approve the minutes of the budget allocation committee (students' fund) for the academic session 2024-25. (Annexure – 16)

Approved

18. To report and approve the minutes of the Financial Assistance Committee for grant of financial assistance to the 2nd and 3rd year students for the academic session 2024-25. Further the applications for financial assistance from 1st year students have been invited. The final list shall be reported in the next Governing Body meeting. (Annexure – 17)

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19. To approve the Budget Estimates 2025-26, Revised 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. (Annexure – 18)

Budget Heads	Budget Estimates 2024-25 (Rs. in Thousands)	Revised Budget Estimates 2024-25 (Rs.in Thousands)	Budget Estimates 2025-26 (Rs.in Thousands)
GIA Salary	255906	232126	243912
GIA Other	46051	46476	47776
GIA Capital	13000	10000	10000
Total	314957	288602	301688

Approved

20. To report the special audit examination of the 12 (100% funded) college which was started from SSCBS w.e.f. 01.10.2024. (Annexure – 19)

Noted

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

1. 8,95,000/- SBI - 7.25 %

Noted and approved

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

1. Mr. Krishen Pal - 1,50,000/- Renovation of House

Noted and approved

SUPPLEMENTARY AGENDA

1. To consider the request received from Mr. Amit Kumar, Assistant Professor in the Department of Financial Studies for extension of study leave for a further period of six months w.e.f. 10.11.2024. Earlier he was granted extension of study leave for a period of six months' i.e. upto 09.11.2024. (Annexure -20)

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2. To consider and approve the proposal for reimbursement of tuition fees for economically backward students belonging to different categories as per the recommendations of the staff council meeting held on 24 September, 2024 as per details given below: (**Annexure -21**)

“The members approved the reimbursement of tuition fee for all students whose family income is Rs. 8 lakhs and below. However, this benefit is not to be given to students who are getting financial assistance from college or any other source. The members suggested that financial implications and feasibility of the proposal should be reviewed before finalising the decision.”

Approved

3. To consider and approve the request received from the Head of Department of Management Studies for requirement of Tableau Software to be used in the class of BMS. (**Annexure-22**)

This is required for the SEC papers for the fifth semester students as part of their curriculum. In the interest of the students, the Governing Body approved the purchase of the same as it is not available with the University of Delhi following all the General Financial Rules.

ANY OTHER ITEM WITH THE PERMISSION OF THE CHAIR

The Principal informed the Governing Body that several items, received as gifts through magazine and journal subscriptions, have been lying in the college stores for an extended period. The Governing Body resolved that these items should be distributed among the non-teaching staff through a lottery system, starting with those in the lowest rank and progressing to the highest in the hierarchy.

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
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