



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

Minutes of the 166th meeting of the Governing Body held on **September 09, 2025 (Tuesday)** at 3 PM in the college premises.

Following members attended the meeting:

1. Prof. Gunjan Gupta, University Representative / Chairperson, Governing Body
2. Prof. Anupam Jha, University Representative / Treasurer, Governing Body
3. Ms. Kavita Rastogi, Teacher Representative
4. Dr. Onkar Singh, Teacher Representative
5. Ms. Archana Pandey – Non-Teaching Staff Representative (Special Invitee)
6. Dr. Poonam Verma – Professor-Principal/Member Secretary

- I. To approve and confirm the minutes of the 164th Governing Body meeting held on 4th and 9th July, 2025.

The minutes of the Governing Body meeting held on 4th & 9th July, 2025 were confirmed as approved by circulation to members.

- II. To report the 'Action Taken' on the minutes of the 164th Governing Body meeting held on 4th and 9th July, 2025.

Business arising out of minutes of 163rd Governing Body meeting held on 28th April, 2025

Pt. no. 2: The action taken be written as - This arrangement has been mutually agreed upon by both faculty members and is in accordance with the resolution passed by the Governing Body. Dr. Madhu Totla has proceeded on leave.

164th meeting Agenda item no. 2: The action taken be written as - One additional Safai Karamchari has been engaged w.e.f. 1st August, 2025 on the same terms and conditions as per existing GeM contract through same service provider.

164th meeting Agenda item no. 3: The action taken be written as – The process of opening of Demat account has been initiated with SBI.

164th meeting Agenda item no. 4: The action taken be written as – The revised Hostel Fees has been collected from Academic Session 2025-26. Further, steps have been taken to include student's representative in the process of Fee Hike from Next academic session.

164th meeting Agenda item no. 9: The action taken be written as – Ms. Champa Negi was appointed as Jr. Assistant on contractual basis after giving one working day's break on the same terms and conditions.

164th meeting Agenda item no. 12: The action taken be written as – The price of 2000 postage stamps and 200 FDC has been paid to University of Delhi.

164th meeting Agenda item no. 13: The action taken be written as – The college representative attended several hearing before Labour Inspector. The labour inspector also visited the college for inspection. The college has submitted its reply to labour inspector. The final outcome of the case is awaited.



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- III.** To report the 'Action Taken' on the minutes of the 165th Governing Body meeting held on 29th July, 2025.

The Action Taken on the minutes of the 165th Governing Body meeting held on 29th July, 2025 were noted and approved.

IV. AGENDA ITEMS FOR THE MEETING DT. 09TH SEPTEMBER, 2025

1. To report that the college has secured the third position among the colleges of the University of Delhi in the Swachhata Pakhwada organized by the University from 6th to 12th August 2025.

Further, the prize money of ₹25,000/-, received from the University of Delhi, shall be disbursed among the Safai Karamcharis of the college with the approval of the Chairperson, Governing Body. (Annexure – 1)

The Governing Body appreciated the efforts of all Safai Karamcharis and the college administration for enabling the college to secure the third position in Swachhata Pakhwada.

To sustain motivation among the housekeeping staff, the Governing Body recommended instituting a monthly reward of Rs. 1,000/- for the best housekeeping staff out of College Welfare Fund.

2. To report and approve the annual audited accounts for the year 2024-25 received from the statutory auditors. (Annexure – 2)

Approved

3. To report the receipt of the ELFA audit report for the year 2023-24. (Annexure – 3)

The Governing Body discussed ELFA Audit Report in detail. Further, emphasized the need to take corrective measures wherever required.

4. To report and approve the Budget Estimates 2026-27, Revised Estimates 2025-26 as per details given below, submitted to the DHE, GNCTD. (Annexure – 4)

Budget Heads	Budget Estimates 2025-26 (Rs. in Thousands)	Revised Budget Estimates 2025-26 (Rs.in Thousands)	Budget Estimates 2026-27 (Rs.in Thousands)
GIA Salary	243912	202708	242766
GIA Other	47776	51863	60269
GIA Capital	10000	10000	10000
Total	301688	264571	313035

Approved

डॉ. पूनम वर्मा / Dr. Poonam Verma
सदस्य सचिव, प्रबन्धन समिति
Member Secretary, Governing Body
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5. To report and approve the stock verification report of the following items of the college for the year 2024-25 as on 31.03.2025.

- i) Computer Stock report (**Annexure – 5**)
- ii) Library Books (**Annexure – 6**)

Further to write off the following books from the stock as per recommendations of the Library Committee:

S. No.	Author	Title	Accession No.	Price (Rs.)	Total no. of copies	No. of Copies Written off	Available copies
1	Gallo, Carmine	Talk like TED	20741	499.00	1	1	0
2	Thukral, J.K.	Fundamentals of business statistics, Ed 4	20093	695.00	15	1	14

Approved. It was further resolved that the book listed at Sl. No. 1 above be procured, as no copies are presently available in the library.

6. To consider and approve the request received from Ms. Rekha Rani, Technical Assistant, for extension of her deputation term for a further period of one year w.e.f. 01/11/2025 to 31/10/2026. (**Annexure – 7**)

Approved

7. To consider the request received from Mr. Atul Bhardwaj, Technical Assistant vide his letter dated August 21, 2025, for grant of 3rd MACP w.e.f. 26.04.2019 after completing of 30 years of service, as per the recommendations of the Screening Committee of the University of Delhi. (**Annexure – 8**)

The matter was deliberated in details by Governing Body and it was noted that the governing body in its 157th meeting held on 27th August 2024 has already accepted the report of committee constituted for the purpose. The committee has already denied relief under Non-teaching Employees (terms and conditions of service) rules 2013 dated 26th September 2013 which were effective w.e.f. 17th August 2013 to Mr Atul Bhardwaj

However, The Governing Body reviewed its earlier decision and recommended that the 3rd MACP be granted to Mr Atul Bhardwaj w.e.f. date of 166th Governing Body meeting i.e. 9th September 2025 subject to approval of University MACP committee.

Dr. Poonam Verma / Dr. Poonam Verma
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8. To report for approval, the letter no. CB-III/Circular/2025/Vol.II/226 dated April 28, 2025 for gifting wrist watch to the employees of the University / College for completing 100 years of excellence and celebration of centenary year of the University of Delhi. (Annexure – 9)

The Governing Body approved the proposal for gifting wrist watches to all permanent, adhoc, and contractual employees of the college who were on the rolls during the period from 01.05.2022 to 30.06.2023 as per the University of Delhi letter dt. 28.04.2025. The expenditure shall be met out of APC Fund of the College.

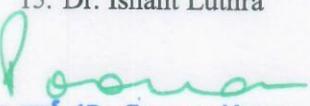
9. To report the action of the Chairperson for approving the recommendations of the Selection Committee for appointment of following guest faculty in the Departments of Management Studies / Financial Studies / Computer Science as per University of Delhi rules through the recommendations of the duly constituted Selection Committee meeting held on 14/07/2025:

Computer Science Papers (Annexure – 10)

1. Ms. Ayushi Gupta
2. Dr. Deepali Dhaka
3. Dr. Divya Aggarwal
4. Dr. Shiva Kapoor
5. Mr. Himanshu Singh
6. Dr. Neha Bhatia
7. Ms. Mogana Neelakandan
8. Dr. Rama Bansal
9. Ms. Vaishnavi Singh

Finance & Marketing Papers (Annexure – 11)

1. Mr. Tatkarsh
2. Mr. Praveen S.K,
3. Dr. Shevata Sehgal Marwah
4. Ms. Monu
5. Dr. Nitin Dewan
6. Mr. Nitin Ranjan
7. Dr. Simple Arora
8. Dr. N Krishna Veni
9. Mr. Vineet Kumar
10. Dr. Sanjoy Sengupta
11. Ms. Divya Jain
12. Dr. Monika Khemani
13. Dr. Reetika Jain
14. Ms. Simran Arora
15. Dr. Ishant Luthra


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16. Dr. Neha Malhotra
17. Ms. Isha Chugh
18. Mr. Ningthoujam Browney Meitei
19. Ms. Srijita Kar Chowdhury
20. Mr. Madhav
21. Dr. Ankita Arora
22. Mr. Mukul Khanna

Noted and approved

10. To report the action of the Chairperson for approving the recommendations of the Selection Committee for appointment of following guest faculty in the Departments of Management Studies / Financial Studies / Computer Science as per University of Delhi rules through the recommendations of the duly constituted Selection Committee meeting held on 16/07/2025:

MIL Hindi (A, B, C & D) (Annexure – 12)

1. Mr. Dinesh Yadav
2. Ms. Puja Gupta
3. Ms. Roxy
4. Dr. Pooja Singh
5. Dr. Shalu Suri
6. Mr. Yogendra Kumar Meena
7. Mr. Abhishek Bhardwaj

Environment Science (Annexure – 13)

1. Dr. Guncha Sharma
2. Dr. Pooja
3. Mr. Paritosh Ahmed
4. Dr. Sonam Taneja
5. Dr. Bhuvan Chopra
6. Ms. Ishita Mathur

Noted and approved

11. To report the action of the Chairperson for approving the recommendations of the Selection Committee for appointment of following guest faculty in the Departments of Management Studies / Financial Studies / Computer Science as per University of Delhi rules through the recommendations of the duly constituted Selection Committee meeting held on 18/08/2025: **(Annexure – 14)**

1. Sh. Naresh Priyadarshi
2. Dr. Ritika Aggarwal
3. Dr. Bharti Singh
4. Dr. Bhavya Bansal

Poonam Verma
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5. Ms. Anamika Yadav
6. Sh. Vinayak Gautam
7. Sh. Ankit Bisht
8. Dr. Priyanka Singh

Waiting List (in order of merit)

1. Dr. Tarun
2. Mr. Vipresh Pradhan
3. Mr. Bendangwapang AO

Noted and approved

12. To report the action of the Chairperson, approving the extension of study leaves of Mr. Abhimanyu Verma, Assistant Professor in the Department of Management Studies for a period of one year w.e.f. 07.08.2025 as per rules of the University of Delhi. **(Annexure – 15)**

Noted and approved

13. To report the recommendations of the Selection Committee for appointment of following Professional Counsellor as per University of Delhi rules through the recommendations of the duly constituted Selection Committee meeting held on 19/08/2025: **(Annexure – 16)**

1. Ms. Anisha Batra

Approved

14. To report and approve the extension of appointment of following ad-hoc teachers for a period of 120 days / till the end of the semester on the recommendations of the Teacher-in-charges of the Departments of the college as per University of Delhi rules:

S. No.	Name of Employee	Designation	Date of Re-appointment
1	Mohd. Rashid Shamim	Assistant Professor (Ad-hoc)	01.08.2025 to 120 days/ End of the academic session/ till the permanent appointment is made, whichever is earlier
2	Dr. Satish Goel	Assistant Professor (Ad-hoc)	01.08.2025 to 120 days/ End of the academic session/ till the permanent appointment is made, whichever is earlier

Noted and approved

15. To report and approve 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

Poonam Verma
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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	15.07.2025	17.07.2025
2	Mr. Sunny	Lab. Attendant	06.08.2025	08.08.2025
3	Mr. Rohit	Manager (Boy's Hostel)	19.08.2025	22.08.2025

Noted and approved

16. To report the letter no. CB-I/Increment/2025/1392 dated 20th August, 205 regarding advance increments for Ph.D./ M.Phil. degree holders. (Annexure – 17)

Noted for compliance

17. To report and approve, the enhancement of minimum rates of wages for Daily Wagers as per the order issued by the Joint Labour Commissioner (HQ), Govt. of NCT of Delhi vide letter no. (142)/02/MW/VII/Part file/211-241 dated 15.04.2025. (Annexure – 18)

Noted and approved

18. To report and approve, the letter no. CB-II/Non-Teaching/RS-2025/066 dated 02.09.2025 received from the Joint Registrar, University of Delhi for revised Rules and Scheme of Examination for various Non-teaching posts in the University of Delhi and its colleges. **(Annexure – 19)**

Noted and approved

19. To report and approve the payment of retirement benefits (revised due to fixation of pay as Associate Professor) to Ms. Kishori Ravi Shankar, Ex-associate Professor retired on 31.03.2025 as detailed below:

1. Revised Gratuity – Rs.3,18,652/-
 2. Leave Encashment – Rs 4,09,645/-

Noted and approved

20. To report and approve the investment of funds out of Employees Provident Fund Account as detailed below:

- | | | | |
|------------------|----------|-------|-----|
| 1. Rs.5,78,265 | 444 Days | 6.6% | SBI |
| 2. Rs.4,42,500/- | 444 Days | 6.85% | SBI |
| 3. Rs.4,17,500/- | 444 Days | 7.05% | SBI |
| 4. Rs.4.31.982/- | 444 Days | 7.25 | SBI |

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पृष्ठा १८ पर्याप्त है। यहाँ के पास कानून संस्कारण १८



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Noted and approved

21. To report and approve the final withdrawal out of PF account of the following employee:

1. Mr. Basant Lal, Library Attendant Rs.3,00,000/- Son's Roka Ceremony

Noted and approved

SUPPLEMENTARY AGENDA

1. To report the Utilization Certificate received from the CEO, SIIF regarding the utilization of the released grant for payment of salaries to the SIIF staff. (Annexure -20)

Approved to continue the financial supports as the government grant for the same is not yet sanctioned

2. To consider the request received from Mr. Atul Bhardwaj, Technical Assistant to condone the delay in submitting the medical bills (total seven bills amounting to Rs. 66,432/-). (Annexure-21)

The Governing Body noted that Mr Atul Bhardwaj earlier also had requested for condonation of 13 nos. of Medical bills (2021- & 2022) in year 2024, which was not accepted by Government Body in its 154th Meeting meeting held on 20.03.2024

The Governing Body again reiterate that the request of Mr Atul Bhardwaj for condonation of delay in submitted the 07 nos. of bills is not admissible as the reason mentioned by him in not acceptable.

3. To place and approve the condemnation report of the computers submitted by the Lab In-charges. (Annexure – 22)

The Governing Body accepted the recommendation of lab. In-charges and recommended to initiate the process of condemnation as per GFR/ applicable rules. Further the process to purchase of new computers for Laboratory may be initiated, a committee for the same is being constituted consisting of following members: -

1. TIC, Computer Laboratory

Poonam
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2. *HOD, Department of Computer Science*
3. *HODs, PGDCSL*

The committee shall submit a report in next Governing Body having following details

1. *Total no. of Computers to be purchased*
2. *Technical specification of the computers*
3. *Financial aspect*
4. *Any other requirement*

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

(Prof. Poonam Verma)
Member Secretary, Governing Body

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(Prof. Gunjan Gupta)
Chairperson, Governing Body

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