



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

Minutes of the 168th meeting of the Governing Body held on **December 19, 2025 (Friday) at 04:30 PM** in the college premises.

Following members attended the meeting:

1. Prof. Gunjan Gupta, University Representative / Chairperson, Governing Body
2. Prof. Yamini Gupta, 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 166th Governing Body meeting held on 9th September, 2025.

The minutes of the 166th Governing Body meeting held on 09 September 2025 were confirmed, having been approved earlier by circulation among the members.

- II. To report the ‘**Action Taken**’ on the minutes of the 166th Governing Body meeting held on 9th September, 2025.

The Action Taken on the minutes of the Governing Body meeting held on 9th September, 2025 were noted and approved.

III. AGENDA ITEMS FOR THE MEETING DT. 19.12.2025

1. To consider and approve following estimates received from PWD, Civil and Electric

S.NO.	Amount	Purpose	Agency
01	5207098/-	supplying, installation, testing & commissioning of sealed maintenance free battery for UPS in SSCBS	E.E (Elec.), PWD, North West Division, Kashmere Gate, Delhi (Annexure 01)
02	62,68,300/-	supplying, installation, placing & commissioning of Fixed type automatic Anti-smog Guns	E.E (Civil.), PWD, North West Division, SU Block, Pitam Pura, Delhi (Annexure 02)

The Governing Body considered and approved the estimates received from the Public Works Department for:

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- (a) supply, installation, testing and commissioning of sealed maintenance-free batteries for UPS; and
(b) supply, installation and commissioning of fixed automatic anti-smog guns, as detailed in the agenda.

2. To consider and approve the recommendations of the Library Committee for charging an amount of Rs. 800/- per student per year as fees under the new head 'Library Development' for development of the library (Student Societies Account) . (Annexure - 03)

Approved

3. To consider and approve the requested received from Dr. Ramesh, Assistant Professor, Department of Management Studies for charging an amount of Rs. 200/- per student per year towards fees under the new head "NCC FEE" (Student Societies Account).(Annexure -04)

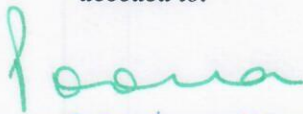
Approved

4. To consider and approve the report submitted by Ms. Kavita Rastogi, TIC of Laboratory regarding the purchase of new computers for Computer laboratories in the College. (Annexure -05)

The Governing Body considered the report submitted by Ms. Kavita Rastogi, Teacher-in-Charge (Laboratory), regarding the requirement for procurement of new computers for the Computer Laboratories of the College. After due deliberation, the proposal was approved. The Governing Body further resolved that procurement of IT equipment shall ensure incorporation of the latest available technology, in keeping with evolving academic requirements and infrastructure upgradation norms.

5. To consider the request received from Mr. Atul Bhardwaj, Technical Assistant to condone the delay in submitting the medical bills. First Application dated March 19, 2024 (13 Bills) and second application dated July 22, 2025 (7 bills) (Annexure-06)

The Governing Body considered the request submitted by Mr. Atul Bhardwaj, Technical Assistant, seeking condonation of delay in submission of medical reimbursement claims pertaining to applications dated 19 March 2024 and 22 July 2025. After examining the reasons cited and taking note of established institutional practice, the Governing Body was of the view that the grounds presented did not warrant condonation. As no precedent exists for condonation of such delays for either teaching or non-teaching staff, the request was not acceded to.


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6. To consider the request received from STA and SNA of the college for new laptops as the previous laptop has become non-repairable, the college network has been upgraded by the University which requires an latest technology laptop for working. The expenditure for the same shall be met out of College Development Fund (S S Account).

The Governing Body considered the request received from the Senior Technical Assistant (STA) and System & Network Administrator (SNA) for procurement of new laptops, noting that the existing laptop had become non-repairable and that recent upgradation of the University network necessitates the use of updated technology. The expenditure for the same was proposed to be met from the College Development Fund (Student Societies Account). The Governing Body, in principle, approved the proposal and authorized the Principal to determine the number of laptops to be procured based on a prudent assessment of functional requirements.

7. To report the purchase of 10 nos. of projectors for the classroom of the College from M/s Sunlite Systems Pvt Ltd for Rs. 19,23,350/- through GeM. Further to approve purchase of 06 no. of more projectors against unrepairable old projector of the classroom from same vendors as per GeM purchase order.

The Governing Body noted and approved the purchase of ten projectors for the classrooms of the College through GeM. The Governing Body further resolved that procurement of an additional six projectors, forming part of the same tender and within the permissible procurement norms, may be undertaken to replace unserviceable units. In the event that any further requirement arises beyond this, the same shall be reviewed by the College Administration and placed before the Governing Body, as required. It was also noted that, subject to future academic and pedagogical needs, the option of procuring interactive boards may be examined separately in accordance with applicable rules and procedures.

8. To report for approval the action taken by the Chairperson for approving the name of Prof. Shikha Gupta, Department of Computer Science for appointment as Vice-Principal for a period of 02 years.

The approval for the same has been received from the University of Delhi vide ref. Letter no. CS-I(iii)/Appointment-VP/SSCBS/2025/2006 dated 24.11.2025.

Dr. Shikha Gupta, Professor in the Department of Computer Science has joined as Vice-Principal of the College on 1st December 2025 for a period of 02 years as per rules of the University of Delhi. (Annexure - 07)

The Governing Body noted and approved the appointment of Prof. Shikha Gupta, Professor, Department of Computer Science, as Vice-Principal of the College for a period of two years with effect from 01 December 2025, as per University of Delhi rules and approvals.


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9. To report the action of the Chairperson for approving the request received from Mr. Aniket Kumar, Technical Assistant, for extension of his deputation term for a further period of one year w.e.f. 31.12.2025 to 30.12.2026 as per recommendations of the Teacher In-charge of the Lab.. (**Annexure -09**)

The Governing Body noted and approved the extension of deputation of Mr. Aniket Kumar, Technical Assistant, for a further period of one year from 31 December 2025 to 30 December 2026.

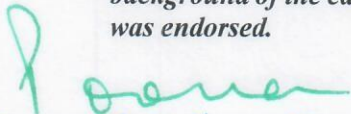
10. To report for approval, the action of the Chairperson for approving the recommendations of the Selection Committee as detailed below:-

S. No.	Date of Selection Committee	Name of Faculty & Department	Promotion level	Remarks
01	08.10.2025	Dr Paridhi (Management Studies)	Level 12 to 13A (Assistant Professor to Associate Professor)	Annexure 10
02	17.11.2025	Dr Onkar Singh (Computer Science)	Level 12 to 13A (Assistant Professor to Associate Professor)	Annexure 11
03	01.12.2025	Dr Sushmita (Financial Studies)	Level 12 to 13A (Assistant Professor to Associate Professor)	Annexure 12

The Governing Body noted and approved the recommendations of the duly constituted Selection Committees for promotion of faculty members under the Career Advancement Scheme, as detailed in the agenda.

11. To report the action of the Chairperson to appoint Mr Anurag Dayal Mathur, Advocate to represent the college in the writ petition (civil) no. 18921/2025 filed by a student Mr Parth Arora, College roll no. 23289, Exam roll no. 23067590179. A total no. of 24 students from various semesters were detained by the College for appearing in the semester end examination Dec 25-Jan 2026 due to a shortage of attendance.

The Governing Body noted and approved the action taken by the Chairperson in appointing Mr. Anurag Dayal Mathur, Advocate, to represent the College in Writ Petition (Civil) No. 18921/2025 filed by a student detained due to shortage of attendance. The Principal apprised the Governing Body in detail of the factual background of the case. The matter was discussed at length and the action taken was endorsed.


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12. To consider and approve the Office Memorandum no. FIN.-POL/1/2025-Policy -Finance/Comp-246398/1758-1771 dated 02.09.2025 received from the Special Secretary (Finance), Govt. of NCT of Delhi, Finance Department with regard to delegation of financial powers to Head of the Departments (HoDs) and Administrative Secretaries to Government of NCT of Delhi for compliance. (Annexure –08)

The Principal placed before the Governing Body a letter referred above and the Governing Body approved the following:

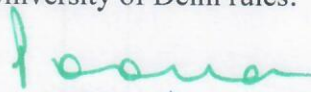
- 1. The Financial powers delegated to HODs refers to the Principal and the financial powers delegated to Administrative Department/Secretaries refers to the Governing Body of the college.*
- 2. The Governing Body approves the inclusion of DCA (TTE/HE) and a nominee of Director (HE) as member from the Directorate of Higher Education, GNCTD in the Purchase Committee.*
- 3. The Governing Body approves the inclusion of DCA (TTE/HE) and a nominee of Director (HE) as member from the Directorate of Higher Education, GNCTD in the Finance Committee.*

13. 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 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. Nitish Kumar	System & Network Administrator	30.09.2025	03.10.2025
2	Ms. Geeta Joshi	Matron (Girls Hostel)	16.10.2025	21.10.2025
3	Ms. Champa Negi	Junior Assistant	03.12.2025	05.12.2025

Agenda item relating to contractual appointments was noted and approved as per agenda

14. To report and approve the extension of appointment of following ad-hoc teachers with one working day break 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:


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S. No.	Name of Employee	Designation	Date of Re-appointment
1	Mohd. Rashid Shamim	Assistant Professor (Ad-hoc)	02.12.2025 to 120 days/ End of the semester whichever is earlier
2	Dr. Satish Goel	Assistant Professor (Ad-hoc)	02.12.2025 to 120 days/ End of the semester whichever is earlier

Agenda item relating to adhoc appointments was noted and approved as per agenda

15. To report for approval, the grant of Dearness Relief of Central Government Pensioners/ Family Pensioners as per revised rates effective from 01.07.2025 from 55% to 58% as per the O.M. No. 1/4(I)/2025-E.II(B) dated 6th October, 2025 of Ministry of Finance, Department of Expenditure, New Delhi. (Annexure –13)


Agenda item relating to grant of Dearness relief was noted and approved as per agenda

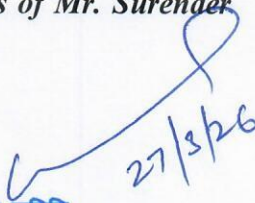
16. To report for approval, the revision of CGHS rates applicable for treatment at healthcare organizations received from the Joint Registrar (Colleges), University of Delhi vide letter no. CB-III/Circular/2025/638 dated October 23, 2025 as per office memorandum F.No. 5-16/CGHS/(HQ)/HEC/2024(Part I) (Comp No. – 8365027) dated 03.10.2025 issued by Ministry of Health and Family Welfare, Govt. of India. (Annexure – 14)

Agenda item relating to CGHS rates was noted and approved as per agenda

17. To report the receipt of Rs. 33808/- from Central University of Haryana towards Pension / Gratuity Contribution for the period 26.03.2010 to 22.01.2014 in respect of Shri Surendra Dagar, Sr Assistant who was on deputation as UDC in Central University of Haryana.(Annexure – 15)

Agenda item relating to receipt of pensionary benefits of Mr. Surender Kumar Dagar was noted and approved as per agenda


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18. To report the letter no. CB-III/Circular/2025/727 dated 03.12.2025 regarding clarification on grant of pay scales under OUUM/ACP Scheme to Library Attendants of the University of Delhi and its colleges who were appointed before 08.04.1998. (**Annexure -16**)

Agenda item relating to clarification on pay scales was noted and approved as per agenda

19. To report the notification no. FO/GIS/2025/Estab. II(i)/1327 dated 16th October, 2025 for implementation of Group Insurance Scheme to provide social security benefits to the dependent of the employees of the University of Delhi. . (**Annexure - 17**)

Agenda item relating to Group Insurance Scheme was noted and approved as per agenda

20. To report and approve the payment made to Mr. Atul Bhardwaj, TA, Department of Computer Science on his retirement (**Annexure 18**): -

1.	Retirement Gratuity	-	Rs. 25,00,000/-
2.	Commuted value of Pension	-	Rs. 19,05,596/-
3.	Encashment of E.L.	-	Rs. 2,42,412/-
4.	Provident Fund (Final)	-	Rs. 39,133/-

Agenda item relating to payment of retirement benefits to Mr. Atul Bhardwaj was noted and approved as per agenda

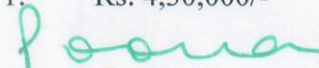
21. To report and approve the Final Withdrawal granted to members of staff from their Provident Fund Account

1.	Shri Tapan Mandal	-	Rs. 10,00,000/-	Marriage of Daughter
2.	Atul Bhardwaj	-	Rs. 3,20,000/-	Sons' marriage
3.	Basant Lal	-	Rs. 3,00,000/-	Son's Roka

Agenda item relating to final withdrawal of Provident Fund was noted and approved as per agenda

22. To report and approve the investment made out of our Provident Fund Account in SBI Account

1.	Rs. 4,30,000/-	03.09.2025	-	444 days @ 6.6 %
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2.	Rs. 5,78,265/-	06.08.2025	-	444 days @ 6.6 %
3.	Rs. 4,42,500/-	16.06.2025	-	444 days @ 6.85 %
4.	Rs. 4,17,500/-	07.05.2025	-	444 days @ 7.05%

Agenda item relating to investments was noted and approved as per agenda

Any other matter with the permission of the Chair.

With the permission of the Chair, the Principal apprised the Governing Body that requests are occasionally received for use of the College auditorium. After due deliberation, the Governing Body resolved that the College is not inclined to rent out the auditorium for commercial or private functions, as such usage may have implications including higher property tax liability and is not aligned with the institutional mandate. The Governing Body further resolved that the auditorium may be permitted for use only for academic collaborations and programmes involving government bodies, the University of Delhi and its constituent colleges, or other recognised educational institutions, strictly for academic purposes.

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

(Prof. Poonam Verma)
Member Secretary, Governing Body
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