

MINUTES

An online meeting of the Governing Body of the college was held on Thursday, 9th September, 2021 at 04:00 p.m. in the office of Principal.

The following members attended the meeting:

1	Mr. Pankaj Gaur	Chairperson, GB
2	Ms. Saraswati Kalyani	Treasurer, GB
3	Mr. Jivesh Kumar Tiwari	Member, GB
4	Mr. Satish Gupta	Member, GB
5	Dr. BM Bhalla	Member, GB
6	Dr. Sanjeev Lalwani	Member, GB
7	Prof. P.D. Sahare	University Representative, GB
8	Prof. J.P Dubey	University Representative, GB
9	Dr. Pardeep Kumar	Teacher's Representative
10	Dr. Mukesh	Teacher's Representative
11	Mr. Rajesh Wadhwa	Non-Teaching Representative
12	Prof. Madhu Pruthi	Principal & Member Secretary

The following members conveyed their inability to attend the meeting :

1	Mr. Ramanand Rai	Member, GB
2	Prof. T. Vijay Kumar	Member, GB

The following members did not attend the meeting:

1	Mr. Jugraj Singh	Member, GB
2	Prof. Saroj Sharma	Member, GB

1. Draft Minutes of Governing Body meetings held on 10.06.2021 were reported, recorded and approved.
2. The following actions taken by Chairperson, Governing Body for smooth functioning of the college were reported, recorded and approved:
 - (i) In approving and accepting resignation request dated 04.08.2021 of Dr. Subodh Pandit from the permanent post of Assistant Professor, Department of Management Studies w.e.f 31.08.2021 (A.N).

Contd... P-2

- (ii) In approving deemed suspension of Sh. Ravinder Singh Mehra, SPA, Library of college with effect from the date of his arrest and detention, i.e. the 25th August, 2021 by the ACB, GNCT of Delhi. A letter No.: 1/302/DM/SE/Admn./COVID-19/2020-21/497-501 dated 27.08.2021 from SDM (HQ), District South-East is received in this regard was recorded. It was also discussed and unanimously agreed upon to give subsistence allowance of 50% to Sh. R.S. Mehra and to be renewed after 3 months of date of release on bail if granted.
- (iii) Grant of Annual Increment to Principal w.e.f 01.07.2021.
- (iv) Grant of approval for provision of the interest for 2020-2021 @ 7.10% on subscription of G.P.F on 31.03.2021.
- (v) Approval of promotion of the following teachers from Assistant Professor (Academic Level 12) to Associate Professor (Academic Level 13A) and Associate Professor (Academic level 13A) to Professor (Academic Level 14) and further to be sent to University of Delhi for concurrence. Here Chairperson himself has been a member of Selection Committee for promotion.

Teachers promoted from Assistant Professor (Academic Level 12) to Associate Professor (Academic Level 13A)

S. No.	Name	Department
1	Dr. (Ms.) Harpreet Bhatia	Psychology
2	Dr. (Ms.) Divya Haridas	Physics
3	Dr. Jasmeet Singh	Physics
4	Dr. Mukesh	Chemistry
5	Dr. Deepak Srivastava	Commerce
6	Ms. Anita Mendiratta	Commerce
7	Dr. (Ms.) Rittu Sethi	Librarian

Teachers promoted from Associate Professor (Academic Level 13A) to Professor (Academic Level 14)

S. No.	Name	Department
1	Dr. Priti Sehgal	Computer Science
2	Dr. Vinod Kumar Sharma	Electronics
3	Dr. Anju Arora	Commerce
4	Dr. Pardeep Kumar	Commerce
5	Dr. Padmasai Arora	Commerce

Contd... P-3

- (vi) Approval of re-constitution of Finance Committee as stated below:
- | | | | |
|-------|-----------------------|---|---------------------------|
| (i) | Ms. Saraswati Kalyani | - | Chairman |
| (ii) | Mr. Satish Gupta | - | Member, GB |
| (iii) | Prof. J.P. Dubey | - | University Representative |
| (iv) | Prof. Madhu Pruthi | - | Principal |
| (v) | Dr. Kanupriya Goswami | - | Bursar |

3. The following actions taken by Principal for smooth functioning of the college were reported, recorded and approved:

- (i) Re-appointment/ appointment of the following teaching staff on Ad-hoc basis as per norms of the University of Delhi.

S. No.	Name of the Teacher	Department	Date of appointment/ Joining
1	Ms. Astha Kanjlia	Management Studies	20.07.2021
2	Dr. R.S. Rajpurohit	Commerce	20.07.2021
3	Mr. Hemant Yadav	Commerce	20.07.2021
4	Ms. Namita Padhy	Commerce	20.07.2021
5	Ms. Prama Vishnoi	Commerce	20.07.2021
6	Ms. Ruchi Goyal	Commerce	20.07.2021
7	Ms. Snehlata Rana	Commerce	20.07.2021
8	Ms. Nidhi Aggarwal	Commerce	20.07.2021
9	Mohd Tariq Azizy	Commerce	20.07.2021
10	Ms. Shivani	Commerce	20.07.2021
11	Dr. Anjalika Solanki	Commerce	20.07.2021
12	Ms. Rochana Chaturvedi	Computer Science	20.07.2021
13	Mr. Sumit Kumar Baberwal	Computer Science	20.07.2021
14	Mr. Sudhir Kumar Gupta	Computer Science	20.07.2021
15	Mr. Rakesh Kumar	Computer Science	20.07.2021
16	Mr. Anand	Computer Science	20.07.2021
17	Ms. Disha Garg	Computer Science	20.07.2021
18	Mr. Himanshu Kushwah	Electronics	20.07.2021
19	Dr. Jyoti Bansal	Electronics	20.07.2021
20	Ms. Richie Aggarwal	Mathematics	20.07.2021
21	Dr. Ram Chander Verma	Mathematics	20.07.2021
22	Dr. (Ms.) Vandana Gambhir nee Chopra	Psychology	20.07.2021

Contd... P-4

23	Ms. Mona Ranga	Psychology	20.07.2021
24	Ms. Pinki	Psychology	20.07.2021
25	Ms. Kritee Manchanda	Management Studies	10.08.2021
26	Dr. (Ms.) Nomita Sharma	Management Studies	10.08.2021
27	Mr. Kunal Kumar	Commerce	11.08.2021
28	Ms. Monu Chauhan	Commerce	10.08.2021
29	Ms. Dimple Gupta	Commerce	10.08.2021
30	Ms. Astha Goyal	Computer Science	10.08.2021
31	Ms. Nidhi Passi	Computer Science	10.08.2021
32	Dr. Sumit Kumar Agarwal	Computer Science	10.08.2021
33	Dr. (Ms.) Namita Aggarwal	Computer Science	10.08.2021
34	Ms. Jyoti Kumari	Computer Science	10.08.2021
35	Mr. Pradeep Kumar	Computer Science	10.08.2021
36	Ms. Rashmeet Kaur Chawla	Computer Science	10.08.2021
37	Mr. Anil Sethi	Electronics	10.08.2021
38	Mr. Prashant Kumar	Electronics	10.08.2021
39	Mohd. Rafeeqe CK	English	10.08.2021
40	Mr. Archit Nanda	English	10.08.2021
41	Ms. Vandana Verma	Mathematics	10.08.2021
42	Ms. Rajat Arora	Mathematics	10.08.2021
43	Dr. Panjabi Singh	Mathematics	10.08.2021
44	Dr. Subedar Ram	Mathematics	10.08.2021
45	Dr. Ravi Kumar	Mathematics	10.08.2021
46	Mr. Deepak Kumar Meena	Mathematics	10.08.2021
47	Mr. Ankit Kumar	Mathematics	10.08.2021
48	Dr. (Ms.) Smita Korpall	Physics	10.08.2021
49	Mr. Gagandeep Longiany	Physics	10.08.2021
50	Mr. Neha Yadav	Physics	10.08.2021
51	Mr. Vicky Kapoor	Physics	11.08.2021
52	Dr. Pallavi Raj	Psychology	10.08.2021
53	Ms. Akanksha Mendiratta	Psychology	11.08.2021
54	Dr. (Ms.) Geetanjali Sageena	EVS	10.08.2021
55	Mr. Virender Yadav	Hindi	10.08.2021
56	Dr. (Ms.) Kiran Yadav	Physics	01.09.2021

Contd... P-5

- (ii) Re-appointment/ appointment of the following non-teaching staff on consolidated salary basis as per norms of the University of Delhi.

S. No.	Name	w.e.f.	Salary @Rs. P.M.	Designation	Period
1	Mr. Arvind Kumar	30.06.2021	23760/-	S.T.A	6 Months
2	Ms. Baby	16.06.2021	15070/-	Lady Attendant	6 Months
3	Mr. Rahul Kumar	18.06.2021	15070/-	MTS (Lab. Attendant)	6 Months
4	Mr. Suraj Kumar	09.07.2021	18960/-	Junior Assistant	6 Months
5	Mr. Sangram Singh Yadav	20.07.2021	15070/-	MTS (Lab. Attendant)	6 Months
6	Mr. Surendra Kumar	20.07.2021	15070/-	MTS (Lab. Attendant)	6 Months
7	Mr. Chandrapal Singh	20.07.2021	15070/-	MTS (Lab. Attendant)	6 Months
8	Mr. Sanjay Kumar (BBS Lab)	23.07.2021	15070/-	MTS (Lab. Attendant)	6 Months
9	Mr. Hari Chand Meena	23.07.2021	15070/-	MTS (Lab. Attendant)	6 Months
10	Ms. Anju Tyagi	24.07.2021	30000/-	Warden	6 Months
11	Mr. Shakeel Ahmad	27.07.2021	15070/-	MTS	6 Months
12	Mr. Sanjay Kumar	29.07.2021	15070/-	Lab. Attendant	6 Months
13	Mr. Karambeer	03.08.2021	15070/-	MTS	6 Months
14	Mr. Sanam Pathania	03.08.2021	15070/-	MTS	6 Months
15	Mr. Ajay Kumar Mandal	07.08.2021	15070/-	MTS (Mali)	6 Months
16	Ms. Santosh Kumar	10.08.2021	15070/-	MTS	6 Months
17	Mr. Amit Kumar	24.08.2021	18960/-	Junior Assistant	6 Months

- (iii) In approving Revised Budget of Rs. 38,000/- for the Inauguration of COVID-19 Vaccination Centre.
- (iv) Grant of Annual Increment to permanent 42 Teaching and 35 Non- Teaching Staff w.e.f. 01.07.2021.

4. Half yearly progress report for the period 07.01.2021 to 06.07.2021 in respect of Ms. Chetna, Assistant Professor, Department of Physics was reported and recorded.

Contd... P-6

5. Half yearly progress report for the period 27.01.2021 to July, 2021 in respect of Ms. Anita Mendiratta, Assistant Professor, Department of Commerce was reported and recorded.
6. Half yearly progress report for the period February, 2021 to August, 2021 in respect of Mr. Sandeep Vodwal, Assistant Professor, Department of Commerce was reported and recorded.
7. Receipt of letter no.: Estab.-I/051/DA/2019/04/2598 dated 20.07.2021 from the Joint Registrar (Estab.-N/T), University of Delhi regarding Revised rates of Dearness Allowance to Central Government employees w.e.f 01.07.2021 as per 7th Central Pay Commission was reported, recorded and adopted.
8. Receipt of letter no.: Estab.-I/051/HRA/2019/04/2617 dated 29.07.2021 from the Joint Registrar (Estab.-N/T), University of Delhi regarding Grant of House Rent Allowance to the University Staff from 24% to 27% w.e.f 01.07.2021 was reported, recorded and adopted.
9. Receipt of letter no.: Estab(T)/V/VI/3406 dated 10.06.2021 from the Joint Registrar (Estab.-N/T), University of Delhi regarding the NO recovery of salary from teachers who availed study leave for award of Ph.D degree. As per the ECR No. 72 dated 18.03.2021 while in service after availing the study leave was reported, recorded and adopted.
10. Receipt of letter no.: CB.III/RR-2020/Sel.Committee/2021/1453 dated 13.08.2021 from the Assistant Registrar (Colleges), University of Delhi regarding constitution of Selection Committees in contravention to the Recruitment Rules, 2020 for appointment of Group-B and Group-C posts through direct/ open recruitment was reported and recorded.

Contd... P-7

11. Receipt of letter no.: Fin./Pen.Cell/F-35/2021/209 dated 26th July, 2021 from the Joint Registrar (Finance), University of Delhi regarding approval of University for fixation of Pension and Commutation of Pension in respect of Sh. Ram Kumar, Ex.- Daftri of college and payment of retirement dues after granting approval by Chairman, GB as mentioned below was reported, recorded and approved.

(a)	Basic Pension	:	Rs. 17,500/- w.e.f 01.10.2020 & onwards
(b)	Commutation of Pension	:	Rs. 6,88,296/-
(c)	Pension After Commutation	:	Rs. 10,500/- w.e.f date of issue of cheque/ release of fund of commutation of pension - Rs. 1,43,325/- (Balance of Pension from 01.10.2020 to 30.04.2021).
(d)	Retirement Gratuity	:	Rs. 5,43,375/- (copy enclosed)

12. Organization of One-week Interdisciplinary Online Faculty Development Program (FDP) on 'Creation and Development of MOOCs while managing online classes' from 24th August, 2021 to August 31, 2021 in association with Mahatma Hansraj Faculty Development Centre, Hansraj College was reported and recorded.

13. The report of committee constituted in GB to consider fee waiver to students/ their parents affected due to COVID-19 was reported and recorded in the meeting. The GB members after lot of discussion unanimously decided to consider the fee waiver to the student as per the following manner:

- (i) Full fee waiver to the students who have lost their parents in COVID-19 Pandemic and have attached the death certificate.
- (ii) Fee waiver of Rs. 1000/- to all the students whose parent were affected by loss of Business/ Job due to COVID-19 after taking the valid income proof.

14. Recommendation of Finance Committee dated 09.09.2021 regarding Revised Budget Estimates for 2021-22 & Budget Proposals for 2022-23 submitted by the college vide letter No.: KMV/F-A/c-02/2021-2022/180 dated 31.08.2021 to the office of Directorate of Higher Education, Govt. of NCT of Delhi was reported, recorded and approved.

Contd... P-6

15. Receipt of a letter no.: DHE-03(01)/100%/GIA/KESHAV/2021-2022/2453-62 dated 23.08.2021 from the Deputy Director, Higher Education, Govt. of NCT of Delhi regarding Release of Rs. 6,20,50,000/- as 2nd Installment of Grant-in-Aid to Keshav Mahavidyalaya, 100% Funded by Delhi Govt. for the financial year 2021-2022 was reported and recorded.
16. Receipt of a letter no.: 26-CA (N.O.Univ.)/2021 dated 01.09.2021 from the Assistant Secretary, Disciplinary Directorate regarding approval for Appointment of Auditors (Two names) was reported and recorded. The Governing Body approved the name of 1st Auditors M/s SSR & Co., Chartered Accountants (FRNo. 019899N) for doing the internal Audit for 2020-2021 and 2021-2022.
17. Successful organization of College Annual Day & Prize Distribution Function for two years - 2018-19 and 2019-20 on 27.08.2021 was reported and recorded.
18. The college requested the Governing Body members to look into the pending matter of maintenance of college and hostel building by PWD department. As per information from PWD officers, no funds have been released to them since last two years by Govt. of NCT of Delhi and therefore they are unable to provide maintenance service for both electrical and civil to college. The college is facing lot of difficulties due to this and needs urgent attention towards it. The Governing Body directed the college to again write a letter to Directorate of Higher Education for the same.
19. The Governing Body approved a budget of Rs. 3-4 Lacs approx.. for hiring of few staff members (around 3) for providing six months support to switch data of college to Samarth App which is going to be provided to college shortly by Ministry of Education.

Contd... P-7

20. List of items for Condemnation by various departments of college was reported, recorded and approved. Further the Governing Body authorized the Principal for the expenses on Maintenance, New Purchases, Repair etc. as per GFR rules and financial power granted to Principal.
21. Registration of the College on MSTC (Metal and Scrap Trading Corporation) portal, a Government of India enterprise & duly adopted and notified by Admin Department of Government of NCT of Delhi, as a seller for disposal of all obsolete, non-serviceable items (Electronic items, plastic, paper, rubber, metal etc) through e-Auction was reported, recorded and approved.
22. The Governing Body was informed that the College needs to immediately submit Institutional Information for Quality Assessment (IIQA) to NAAC for accreditation of 2nd cycle. The Governing Body approved to pay a fee Rs 30,000/- approx. for the same.
23. The Governing Body approved payment of Annual Rental Plan for Airtel Prepaid Number 9871071457 which is linked with bank account of college.
24. Recommendation of Finance Committee dated 09.09.2021 regarding Annual Audited Account for 2020-21 (College, Student Societies, Provident Fund and Hostel) was reported, recorded and approved for onwards submission to Directorate of Higher Education and University of Delhi.

ADDENDUM:

1. A budget as mentioned below for payment of fee of NAAC 2nd Cycle was reported, recorded and approved.

1.	At the time of IIQA submission (Sept 21, 2021)	Rs. 29,500/-
2.	At the time of SSR submission (around Nov 5, 2021)	Rs. 1,09,150/-

Contd... P-8

3.	Before 15 days from the date of one-site visit (around Jan 20, 2022)	Rs. 1,09,150/-
4.	Logistic Fee (around Feb 5, 2022)	Rs. 1,77,000/-
	Total =	Rs. 4,24,800/-
	To be Reimbursed later	Rs. 3,95,300/-

2. Receipt of order/letter No.: 12(142)/02/MW/VII/Partfile/2044-2055 dated 18.06.2021 from the Addl. Labour Commissioner, Govt. of NCT of Delhi, 5, Sham Nath Marg, Delhi – 54 regarding applicable minimum wages in respect of unskilled, semiskilled and skilled categories in all scheduled employments was reported, recorded and approved.
3. Minutes of PF Committee Meeting(s) dated 08.10.2020, 09.11.2020, 16.11.2020, 07.12.2020, 06.01.2021, 17.03.2021, 12.04.2021, 05.05.2021, 21.05.2021, 03.06.2021, 01.07.2021 and 01.09.2021 were reported, recorded and approved.
4. Constitution of revised PF Committee w.e.f 17.03.2021 was reported, recorded and approved.

1. Mr. Pankaj Gaur, Chairperson, Governing Body
2. Ms. Saraswati Kalyani, Treasurer, Governing Body
3. Prof. J.P. Dubey, University Representative, Governing Body
4. Dr. Kanupriya, Goswami, Bursar
5. Dr. V.K. Verma, Teacher Representative
6. Dr. Anju Arora, Teacher Representative
7. Principal

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

Sd/-

(Prof. Madhu Pruthi)
Principal & Member Secretary
Governing Body

Sd/-

Chairperson,
Governing Body