



केशव महाविद्यालय
(दिल्ली विश्वविद्यालय)
KESHAV MAHAVIDYALAYA
(UNIVERSITY OF DELHI)



संदर्भ सं.

Ref. No.

Ref. No: KMV/F-3/6/2024/

दिनांक

Date

Dated: 04.07.2024

MINUTES

A meeting of the Governing Body of the college was held on Wednesday 03.07.2024 at 04:00 P.M in the University Guest House, University of Delhi.

The following members attended the meeting:

1	Prof. Haneet Gandhi	Chairperson, Governing Body
2	Prof. Vandana Mishra	Treasurer, Governing Body - Joined Online
3	Prof. Madhu Pruthi	Principal & Member Secretary
4	Dr. Roli Bansal	Teachers Representative on GB
5	Dr. Bhavna Gupta	Teachers Representative on GB
6	Mr. Kamal Gulati	Non-Teaching Representative on GB

Prof. Vandana Mishra, University Representative, GB joined meeting through telephonically.

1. The meeting started with welcome and introduction of new Non-Teaching Representative on Governing Body Mr. Kamal Gulati. The house also recorded the appreciation and contribution of outgoing Non-Teaching Representative Mr. Arun Kumar Sharma for the betterment of the college.
2. **The Governing Body resolved that the Minutes of Governing Body meeting held on 18.03.2024 be confirmed.**

3. Action Taken Report

The following actions taken as per the approval/decision taken by the Governing Body in its meeting held on 18.03.2024 were reported and recorded:

- 3-1 Ref Agenda item 5-1-i/ vide GB meeting dated 18.03.2024, Prof Kanupriya Goswami was sanctioned Duty leave to attend an International Program at UK, "Capacity Building Program in Collaboration with the British Council and London School of Economics" being conducted by HR Cell, Delhi University from 2nd June 2024-8th June 2024.



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3-2/ Ref Agenda item no 6-8/ vide GB meeting dated 18.03.24. Ms Sanya Jain was released award of Rupees Ten thousand only given to her by DHE under Award for meritorious category. The Governing Body congratulated the student.

3-3 Ref Agenda item no 6-10/- vide GB meeting dated 18.03.2024, the work of Installation of Roof top Solar as per directions from Ministry of Education, was handed over to Building committee of college constituted and the committee members are in communication with Mr Alankar Saxena, Manager SECI (Solar Energy Corporation of India) as per directions given in letter from Hon'ble VC office.

4. Reporting Items as per Approval of Chairperson and Treasurer GB

The Governing Body accepted following items as per approval granted by Chairperson, Governing Body and Treasurer, Governing Body for smooth functioning of the college:

4-1/ Appointment of one Assistant Professor, Ms Meenal Munjal on Guest basis (under EWS category under leave Vacancy) from the panel of merit in the Department of Commerce after following due process of selection committee notified by University of Dehi. She joined on 19.03.24 FN.

4-2-A/ Minutes of PF Committee meeting dated 30.05.2024 held in online mode via Google meet link: <https://meet.google.com/dsu-ghxw-idi>.

4-2-B/ PF Withdrawal to the following staff:

(i) Mr. Shiv Narain	-	04-04-2024
(ii) Mr. Arun Kumar Sharma	-	04-04-2024
(iii) Dr. V.K. Verma	-	28-05-2024

4-3/ Payment of an annual interest @ 6.65% on the monthly PF contribution/ subscription of the PF subscribers.

4-4/ Appointment of the teaching staff on Ad-hoc basis as per the norms of University of Delhi and approval granted by chairperson, GB (copy enclosed). The concern teaching staff members joined their duty on 16-04-2024 (F.N)

4-5/ Revised budget of Rs. 12,99,920/- for organizing annual cultural festival Tryst - 24 on 18th and 19th April 2024.

4-6/ Budget of Rs. 56,000/- for Alumni Meet held on 27.04.2024.



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- 4-7/ College- Annual Day and Prize distribution function on 9th May 2024 with the approved budget of Rs 2,38,000/- (Rupees Two Lacs Thirty-Eight Thousand only) which was revised upon request of members of academic affairs committee to Rs. 2,53,100/- (Rupees Two Lacs, fifty three thousand one hundred only).
- 4-8/ Appointment of the following non-teaching staff on contractual basis as per the norms of University of Delhi and approval granted by chairperson, GB (copy enclosed). The concern non-teaching staff members joined their duty on 03-05-2024 (F.N)
- 4-9/ Engagement of former Section Officer (Accounts) Mr. P.K. Bhatia for 10 days for preparation of Financial Statements including Balance Sheet of the college for the financial year 2023-2024 and to pay him sitting charges @Rs. 3000/- per day.
- 4-10/ Grant of Child Care Leave to Ms. Nidhi Sikri, Senior Assistant from 08.07.2024 to 24.03.2025 (Total 250 Days). She would be paid 20% less of her salary w.e.f 07.10.2024 to 24.03.2025.
- 4-11/ Appointment of Auditor M/s SSR & Co., Chartered Accountants (FR No. 019899N) for doing Internal Financial audit of accounts 2023-24 as per verification report received from The Institute of Chartered Accountant of India.
- 4-12/ Receipt of a Notification No. Acad.I/299/Academic Calendar/R-4498 dated 16.05.2024 issued from the office of Registrar regarding starting of summer vacation from 14th June, 2024 to 21st July, 2024 instead of 7th June, 2024 to 21st July, 2024. The present tenure of teachers working on Ad-hoc basis has been extended upto 13th June, 2024.
- 4-13/- Budget of Rs 3.5 Lacs (Three lacs fifty thousand only) for organizing college Farewell party for the outgoing batch of students on 14th June 2024
- 4-14/ Joining of Prof Ajay Kumar Arora back from Deputation (OSD Examination) from University of Delhi on 24.06.24(A.N.) and immediate relieving of Prof. Ajay Kumar Arora in the Department of Physics w.e.f. 24.06.2024 (A.N) in order to enable him to join as Principal, Ramjas College, University of Delhi as per his request.



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5. Reporting Items as per Approval of Principal

The Governing Body accepted following items as per approval granted by Principal for smooth functioning of the college:

- 5-1/ Joining back of Ms Meenakshi from her Study leave on 1st April 2024. The services of Dr Md Azaj Ansari who worked on Adhoc basis against her study leave were discontinued after 31st March 2024.
- 5-2/ Upto date Communication on 08th April 2024 with DHE regarding Ex-post Facto approval of Teaching posts (161+1).
- 5-3/ Joining back of Dr Anita Mendiratta after availing her Child care leave on 16th May 2024.
- 5-4/ Grant of Earned Leave to Prof Anupama to visit abroad, USA from 6th April 2024 till 6th June 2024. The leave was extended till 13th June 2024. She finally joined on 18th June 2024 during vacations.
- 5-5/ Payment of Property Tax of Rs 1981550/- towards Property Tax of College & Hostel taken together, as per demand/advisory notice date 22.04.24 received by email from Asstt. Assesor and Collector office (CO-VII), Civic Centre, Minto Road, New Delhi 110002.

6. Receipts of letter from University of Delhi, UGC and DHE were reported, recorded and adopted.

- 6-1/ Letter No.: CB.III/Misc./Apptt.AO/DG Colleges/2021/997 dated 24.03.2021 from the Joint Registrar (Colleges), University of Delhi addressed to the Controller of Accounts (FD), Govt. of NCT of Delhi, Finance Department, Human Resource Division, Delhi Secretariat, I.P Estate regarding appointment of A.O in Delhi Govt. colleges. The letter was copied for information to all the Principals of 12 colleges by Assistant Registrar (Colleges), University of Delhi.
- 6-2/ Mail dated 20.03.2024 regarding revision of rates of Dearness Allowance from 46% to 50% effective from 01.01.2024 from the Section Officer, College Branch – III, University of Delhi.
- 6-3/ Notifications dated 9th April ,16th April and 30.04.2024, from Joint Registrar (NT) and Deputy Registrar, (Colleges) regarding Wages to Outsourcing Staff and regarding Part time employees engaged in University through Outsourcing Agencies.



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- 6-4/ Sanction Order dated 16.05.2024, F.No. DHE-3(05)/100%/GIA/KESHAV/2024-25/632-41, conveying release of GIA, Rs Eight Crores for Salary and Rs Forty Lacs only for Other than salary.
- 6-5/ Letter No.: CS.III/Circular/2024/159 dated 20.05.2024 from the Deputy Registrar (Colleges), University of Delhi regarding enhancement in the rates of various allowances on account of revision of rates of Dearness Allowance.
- 6-6/ Letter from Deputy Registrar vide No.CB.1/III/Clar-ML/2024/8279 via email dated 29.05.2024 conveying clarification regarding status of extension of Probation period of Teaching and Non-Teaching Staff who have been granted Maternity leave during their probation period.
- 6-7/ Notification dated 21.06.2024 (No. Acad.I/UG & PG Fee/2024-25/228) from the Registrar, University of Delhi regarding revision of fee for the students taking admission in University/colleges for the Academic Session 2024-25.
- 6-8/ Circular No.: Estab.II(i)/128/2012/10/803 dated 25.06.2024 from the Joint Registrar, University of Delhi regarding working hours in the offices.

7. Consideration Items

- 7-1/ Minutes of the Finance committee of Governing Body held on 03.07.2024 at 11:00 a.m were reported, recorded and approved.
- 7-2/ Request letter dated 01.07.24 from Principal for grant of Earned leave for visit abroad (USA) to meet her daughter was reported, recorded and approved.



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7-3/ Letter dated 12.06.2024 vide F.No. DHE.2/(22)/Accounts/Complaint/Keshav Mahavidyalaya/2023-24/919 received from the Asstt. Director (Plg./Stat.), Directorate of higher Education, Govt. of NCT of Delhi regarding complaint of Sh. Praveen Kumar for special audit/ special investigation in the matter of Non-Allotment of Principal residence/ Principal Bungalow was placed before the Governing Body.

The matter was deferred.

7-4/ Receipt of mail dated 18.06.2024 from the PNG Marketing, Indraprastha Gas Ltd. regarding Natural Gas Pipeline Safety and Integrity and carrying out leak survey once in three years from authorized vendors was reported, recorded and approved.

7-5/ Minutes of Building Committee meeting held on 1st July, 2024 were reported, recorded and approved.

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

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

Sd/-
(Prof. Haneet Gandhi)
Chairperson,
Governing Body