संदर्भ सं..   दिनांक ....

Ref. No..   Date ....

Ref. No: KMV/F-3/6/2021/   Dated: 22.04.2022

MINUTES

A meeting of the Governing Body of the college was held on Thursday, 21st April, 2022 at 02:30 p.m. in the office of the Principal.

The following members attended the meeting:

1	Mohd. Irshad	Chairperson, GB
2	Mr. Satish Gupta	Treasurer, GB
3	Mr. Santosh Joshi	Member, GB
4	Dr. Anil Mittal	Member, GB
5	Prof. J.P. Dubey	University Representatives, GB
6	Prof. P.D. Sahare	University Representatives, GB
7	Prof. Madhu Pruthi	Principal & Member Secretary
8	Prof. Padmasai Arora	Teachers Representative on GB
9	Mr. Rajesh Wadhwa	Non-Teaching Representative on GB

The following members could not attend the meeting.

1	Dr. Ashwini Dalmiya	Member, GB
2	Mr. Jugraj Singh	Member, GB
3	Mr. Ramanand Rai	Member, GB
4	Prof. Reeta Wattal	Member, GB
5	Ms. Prerna Madaan	Member, GB
6	Dr. Jyoti Anand	Teachers Representative on GB

1. Minutes of the Governing Body meeting held on 22.02.2022 were reported, recorded and approved.

2. The following actions taken by the Chairperson, Governing Body for smooth functioning of the college were reported, recorded and approved:

   i. Approved the Grant of withdrawal from PF to
      Mr. Ashok Kumar, Safaikaramchari   -   Rs.1,84,000/-

1

ii. Purchase of Server, Accessories, Firewall and Lease Line. Approx cost as detailed below:

Fire Wall for 2000 Users	-	Rs. 30,00,000/-
Material Cost	-	Rs. 25,00,000/-
Service cost	-	Rs. 35,000/-
Miscellaneous cost	-	Rs. 25,000/-
Lease Line cost (100 Mbps)	-	Rs. 5,00,000/- per annum

iii. AMC of 32 numbers of CCTV Cameras and two numbers of DVR,s
iv. Purchase of Three NVR along with compatible 50 Camera approx.. and two PTZ Camera for surveillance purpose in College.
v. Purchase of two Laptop (HP/DELL) for office of the Principal for smooth functioning of the college.
vi. Purchase of five JIO broadband connections one each for Principal Room, Administration Section, Accounts Section, Library, Girls Hostel. It was also informed that JIO broadband connections were operational w.e.f 19.04.2022.
vii. Revised Fee Structure for 2022-2023.
viii. Purchase of Nine (4+5) AC's in replacement of old irreparable ACs.
ix. Purchase of 175 Desktop System for various Labs
x. Approved the promotion of the following teachers from Associate Professor (Academic Level 13-A) to Professor (Academic Level-14) to be sent to University of Delhi for concurrence. Here the Chairperson himself has been a member of the Selection Committee.

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

S.No.	Name of the Associate Professor	Department
01.	Dr. Ritu Arora	Mathematics
02.	Dr. Vinita Jindal	Computer Science

2

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

"Only Knowledge can provide salvation"

आज़ादी का
अमृत महोत्सव

संदर्भ सं...
Ref. No...

दिनांक ....
Date ....

03.	Dr. Ajay Kumar Arora	Physics
04	Dr. Neha Sharma	Electronics
05	Dr. Jagneet Kaur Anand	Electronics

(xi) Approved the grant of Leave to the Principal for her visit abroad in the USA for 15 days w.e.f 23.7.2022 to 07.8.2022. Leave period shall be from 25.07.2022 to 07.08.2022.

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 non-teaching staff on consolidated salary basis as per norms of the University of Delhi.

S.No.	Name of the employee	w.e.f.	Salary @Rs. per month	Designation	Period
01.	Mr. Amit Kumar	25.02.2022	19900+DA	Jr. Assistant	6 Months
02.	Mr. Mohit	04.03.2022	18000+DA	MTS	6 Months
03.	Mr. Lovkesh	04.03.2022	18000+DA	MTS	6 Months
04.	Mr. Praveen Kumar Bhatia	13.04.2022	41693/- p.m	S.O (Accounts)	6 Months

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

"Only Knowledge can provide salvation"

संदर्भ सं..
Ref. No..

दिनांक ....
Date ....

ii Re-appointment of the following teaching staff on ad-hoc basis as per norms of University of Delhi:

S.No.	Name of the Teacher(s)	Department	Date of appointment/ Joining
1	Ms. Astha Kanjlia	Management Studies	21.03.2022
2	Dr. R.S. Rajpurohit	Commerce	21.03.2022
3	Mr. Hemant Yadav	Commerce	21.03.2022
4	Ms. Namita Padhy	Commerce	21.03.2022
5	Ms. Prama Vishnoi	Commerce	21.03.2022
6	Ms. Ruchi Goyal	Commerce	21.03.2022
7	Ms. Snehlata Rana	Commerce	21.03.2022
8	Ms. Nidhi Aggarwal	Commerce	21.03.2022
9	Mohd Tariq Azizy	Commerce	21.03.2022
10	Dr. Anjalika Solanki	Commerce	21.03.2022
11	Mr. Sumit Kumar Baberwal	Computer Science	21.03.2022
12	Mr. Sudhir Kumar Gupta	Computer Science	21.03.2022
13	Mr. Rakesh Kumar	Computer Science	21.03.2022
14	Mr. Anand	Computer Science	21.03.2022
15	Mr. Himanshu Kushwah	Electronics	21.03.2022

संदर्भ सं..............................

Ref. No..............................

दिनांक ....

Date ....

16	Dr. Jyoti Bansal	Electronics	21.03.2022
17	Ms. Richie Aggarwal	Mathematics	21.03.2022
18	Dr. Ram Chander Verma	Mathematics	21.03.2022
19	Dr. (Ms.) Vandana Gambhir	Psychology	21.03.2022
20	Ms. Mona Ranga	Psychology	21.03.2022
21	Ms. Pinki	Psychology	21.03.2022
22	Ms. Kritee Manchanda	Management Studies	09.04.2022
23	Dr. (Ms.) Nomita Sharma	Management Studies	09.04.2022
24	Mr. Kunal Kumar	Commerce	11.04.2022
25	Ms. Monu Chauhan	Commerce	09.04.2022
26	Ms. Dimple Gupta	Commerce	09.04.2022
27	Ms. Astha Goyal	Computer Science	09.04.2022
28	Ms. Nidhi Passi	Computer Science	09.04.2022
29	Dr. Sumit Kumar Agarwal	Computer Science	09.04.2022
30	Dr. (Ms.) Namita Aggarwal	Computer Science	09.04.2022
31	Ms. Jyoti Kumari	Computer Science	09.04.2022
32	Mr. Pradeep Kumar	Computer Science	09.04.2022

संदर्भ सं...
Ref. No..

दिनांक ....
Date ....

33	Ms. Rashmeet Kaur Chawla	Computer Science	09.04.2022
34	Mr. Anil Sethi	Electronics	09.04.2022
35	Mr. Prashant Kumar	Electronics	09.04.2022
36	Mohd. Rafeeque CK	English	09.04.2022
37	Mr. Archit Nanda	English	09.04.2022
38	Ms. Rajat Arora	Mathematics	09.04.2022
39	Mr. Panjabi Singh	Mathematics	09.04.2022
40	Dr. Ravi Kumar	Mathematics	09.04.2022
41	Mr. Deepak Kumar Meena	Mathematics	09.04.2022
42	Mr. Ankit Kumar	Mathematics	09.04.2022
43	Dr. (Ms.) Smita Korpal	Physics	09.04.2022
44	Mr. Gagandeep Longiany	Physics	09.04.2022
45	Mr. Neha Yadav	Physics	09.04.2022
46	Mr. Vicky Kapoor	Physics	11.04.2022
47	Dr. Pallavi Raj	Psychology	09.04.2022
48	Ms. Akanksha Mendiratta	Psychology	11.04.2022
49	Dr. (Ms.) Geetanjali	EVS	09.04.2022

| संदर्भ सं........................... | | | दिनांक .... |
| Ref. No........................... | | | Date .... |

	Sageena		
50	Mr. Virender Yadav	Hindi	09.04.2022

(iii) Appointment of following Teaching staff on Guest basis as per norms of University of Delhi

1. Mr. Anand Kumar Bharti — Department of EVS

4. The Minutes of the PF Committee regarding payment of Interest @7.10% on GPF deposit during the FY 2021-22 to the subscribers were reported, recorded and approved. The Governing Body directed the college to seek information from University of Delhi, if the college can invest GPF money in Mutual Fund or in other financing/ investing sector etc. where the college may gain more interest.

5. Award of contract for the security services at Keshav Mahavidyalaya was reported and recorded. College was also informed to ensure that minimum wages and other conditions are part of agreement between the vendor and college.

6. Draft notice for inviting tenders for providing Sanitation and Housekeeping services at Keshav Mahavidyalaya were reported, recorded and approved.

7. Receipt of letter No.: F.DHE-3(04)/100%/(A) (Accounts/2020-21/1592-1606 dated 28.03.2022 from the Dy. Director (HE) regarding vetting of proposal from Sr. Accounts Officer/ Accounts Officer/ Accounts Functionary posted in 12 colleges was reported and recorded.

8. Receipt of reply letter/mail from the Manager, Canara Bank, Rani Bagh regarding space available for ATM on rent basis was reported and recorded in the meeting. As per letter it was communicated to the college that Head Office of Canara Bank have not agreed on rent of Rs. 25,000/- per month and instead quoted a rate of Rs. 800 per sqmt. as per Govt. of India letter. The Governing Body directed the college to ask other banks for the same.

9. Receipt of letter No. : CB - II/Roster/NT/ Keshav/2022/030 dated 29/30.03.2022 from the Assistant Registrar (Colleges) regarding approval of NTS Roster was reported, recorded and approved.

10. As per approved NTS roster, promotions of two lab Attendants to Lab Assistants and one JLIA (Library Assistant) to be done were reported, recorded and approved.

11. The Governing Body approved appointment of Non- teaching staff (on contractual basis) under sanctioned posts lying vacant, for smooth functioning of the college. One MTS against vacant post of Daftri, One- Junior Assistant, One Senior PA, one System & network administrator and one STA.

12. The following request letters as stated below were reported and recorded in the meeting
    (1) The letter received from Dr. Rittu Sethi was reported in the meeting. The Governing Body directed to form a fact finding committee of Governing Body in the first instance and this committee to present its findings in a period of a week or ten days.
    (2) The mail from Dr. Surender Singh, Associate Professor, Department of Physical Education in connection with performance of Mr. Karambeer was reported and recorded in the meeting. The Governing Body directed the college to immediately discontinue his services due to his non satisfactory performance of work and non willingness to work despites giving him various opportunities.

13. Receipt of letter dated 7th April 2022 from the Joint Registrar (Estab.-N/T) regarding Grant of Dearness Allowance to the University Staff with Revised rates effective from 01.01.2022 was reported, recorded and approved.

14. Events held under various departments and expenditure incurred during the current semester were reported, recorded and approved.

Details of Events Held Along with Budget Estimate Approved and Actual Cost Incurred

Sr No	Department	Date	Event	Budget Estimate approved	Actual expenditure incurred	Remarks
1	Electronics	19.02.2022	Development Workshop	3000/-	3000/-	
2	NIVESH- THE FINANCE AND INVESTMENT CELL 2021-22		Fintellects Talk Episode 1- Shantanu Jain Fintellects Talk Episode 2- Varun Aggarwal Fintellects Talk Episode 3- Siddharth Rai	15000/-	12000/-	

			Mangala Finance 360			
	NIVESH		Arthvyawastha 2022	41500/-	Yet to be paid	
3	Computer Science	05.03.22 and 06.03.22	BLITZ Annual Festival (Coding Competition, Tech. quiz, Data Science, Poster Making, Treasure Hunt, Conquer Destiney)	19000/-	17000/-	
4	Management Studies	28.09.21	Case Study Competition "The Qurios Case 2.0"	Nil	Nil	
		30.09.21	Webinar on "Personal Branding and Brand Identity Growth"	3000/-	3000/-	
		05.10.21	Session on "Social Startups" by Ankit Kawatra, UK	Nil	Nil	
		22.01.22	Quizzing Event - MINDFEST	Nil	Nil	
		25.01.22	Webinar on "Product Management and Market Research"	3000/-	3000/-	
		10.02.22	Union Budget	Nil	Nil	

9

संदर्भ सं..

Ref. No..

दिनांक ....

Date ....

			Discussion			
		20.02.22	Intra Department MELA QUIZ	Nil	Nil	
	Annual Management Event	04.03.2022 & 05.03.2022	Cognizance 2022	70200/-	59,437/-	
5	Placement Cell	23.12.21	Webinar: How to make the most out of your College years	1500/-	1500/-	
		20.02.22	Resume Building	3000/-	3000/-	
		04.03.22	Offline Placement Drive: GIST Management Solutions	6000/-	1870/-	
		23.04.22	Online HR Conclave	31000/-	Yet to happen	
6	Mathematics	29.10.2021	Virtual Seminar.. Fascinating and Anecdotes from the history of India that also Connects with Science Technology and Economics	12700/-	12500/-	
		05.02.2022	Virtual Seminar... Remembering Famous Indian Mathematician	3000/-	3000/-	

केशव महाविद्यालय

(दिल्ली विश्वविद्यालय)

KESHAV MAHAVIDYALAYA

(UNIVERSITY OF DELHI)

संदर्भ सं....................................   दिनांक ....

Ref. No....................................   Date ....

			form Pre Independence-Era			
		05.03.2022	Modulus Fest	27000	27000	
		24.03.2022 and 25.03.2022	Workshop Learning Excel form basics	10000/-	100000/-	
		08.04.2022	Webinar. Continuity and Uniform Continuity	8000/-	7600/-	Bills yet to be submitted

15. Purchase of various items as stated below required for college as per approval granted by Hon'ble Chairperson & Treasurer GB were reported, recorded and approved.

<u>Items Purchased</u>

S. No.	Department	Date of Purchase	Item Purchased	Budget approved	Model No	Quant-ity ordered	Price per unit	Total price inclusive of taxes	Purchased from
1	Administration For Principal Office, Administration , Accounts and Hostel	09.03.22	UPS	1,00,000	Legend 650 Microtak	22	2280	50160	GeM
		01.04.22	AC		LLOYD 1.5 Ton 4* High Wall Splits Ac Hot and	9	46602.65	419423.85	GeM

					Cold				
		06.04.22	Grass cutter machine	70000/-		1			GeM, technical bid opened
		06.04.22	Server			1			GeM Under process
			Server commodities			3			GeM, Under process
		19.04.22	Unbranded 2 Seater Public Place Seating Chair of mild steel with arm and backrest WITH CUSHION	25000/-	FI-938-2SEATER-WC	3	6999.0	20997.0	GeM
2	Management Studies	13.04.22	16 GB Pen Drive	2100/-		3		930/-	GeM
		13.04.22	Wired Keyboard	11000/-		11		7480/-	GeM
		13.04.22	Computer Mouse	12500/-		25		11000/-	GeM
			Wireless Speaker	15000/-		1		4700/-	Order to be placed

16. Request of college regarding approval for use of student society funds for purchase/ repair /replacement of various items/ pending works from PWD in view of the upcoming NAAC peer team visit on 19th & 20th May 2022 was reported, recorded and approved.
17. Purchases made for the hostel from student's fee Account were reported, recorded and approved.

Hostel

S. No	Date of Purchase	Item Purchased	Budget approved	Model No	Quant-ity ordered	Price per unit	Total price inclusive of taxes	Purchased from
1		Mattress	18500/-		80 pieces	225/-	18000/-	GeM
2	18.04.22	Microwave Oven	10000/-	LG 20 LIS11676(Q3)MS2043BB	1	6628.13	6628.13	GeM
3	19.04.22	Study Table	25000-	Supreme executive table of other wood 1200mmX750mmX750mm	4	4300/-	17200/-	GeM
4	19.04.22	Waiting Chair	12000/-	Aluminium 3seater GECEN chair RK-60014	1	11997/-	11997/-	GeM

18. Youth expedition trip to Mathura and Talkatora stadium for Yamuna mission were reported and recorded.
19. Request of Warden for enhancement of salary currently employed on contractual basis was reported and recorded in the meeting. The Governing Body approved payment of one annual increment of Rs. 1000/- to Warden every year.
20. Receipt of letter and mail from Sh R.S. Mehra, SPA library currently on suspension due to ACB FIR filled against him on 25.08.21, regarding enhancement of his subsistence allowance was reported and recorded in the meeting. The Governing Body directed the college to take his consent regarding his willing to work in the Library in the first instance.
21. Receipt of letter No.: A.R (E)/May-June/2022/11 dated 12.04.22 from Dean Examination, DU regarding allotment of CEC for Economics, Arabic, Persian and Urdu was reported and recorded.

संदर्भ सं..
Ref. No..

दिनांक ....
Date ....

ADDENDUM:

1. Receipt of letter No.: DHE.3(08)/100%/GIA/KESHAV/2022-23/2113-22 dated 19/4/22 from the Dy. Director (HE)/HOO regarding release of 1st Instalment of Grant-in-Aid to Keshav Mahavidyalaya was reported and recorded.

2. Receipt of letter from Technical Committee of the college in connection with purchase of Server and Internet Infrastructure was reported, recorded and approved.

3. Recommendations of Library committee for write-off of 19 books were reported, recorded and approved.

4. Recommendations of Sports committee for purchase of sports items through GeM with approx. cost of Rs. 6 Lakhs were reported, recorded and approved.

5. Draft of College Canteen, Hostel Mess Tenders and Milk Booth were reported and recorded. Prof. P.D. Sahare was informed to look into the details of the draft before permitting its execution.

6. Letter/mail in connection with Ex- post facto approval in respect of teaching and non-teaching post and financial implications thereof were reported, recorded and approved.

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

(Prof. Madhu Pruthi)   Mohd. Irshad
Principal & Member Secretary   Chairperson,
Governing Body   Governing Body