



संदर्भ सं.....

दिनांक .....

Ref. No.: KMV/F-3/6/2018/

Dated: 03.03.2018

**MINUTES**

A meeting of the Governing Body of the college was held on Monday, the 22<sup>nd</sup> January, 2018 at 4:00 p.m in the office of the Principal.

The following were present:

1	Prof. Prakash Narayan	Chairman, Governing Body
2	Prof. Rita Singh	Treasurer, Governing Body
3	Dr. Jagneet Kaur Anand	Teacher's Representative
4	Dr. Ashish Bansal	Teacher's Representative
5	Mrs. Nidhi Sikri	Non-Teaching Representative
6	Dr. Madhu Pruthi	Principal & Member Secretary

1. A letter No.: CS-I/(108)/TR/GB/KMV/2017/188/25737 dated 21.12.2017 received from Joint Registrar (Colleges), University of Delhi conveying the name of Dr. Jagneet Kaur Anand (More than 10 years service) and Dr. Ashish Bansal (Less than 10 years service) as Teachers' Representatives on the Governing Body was reported and recorded. Member Secretary and Principal also thanked the outgoing members Dr. Neha Sharma and Dr. Deepak Srivastava, Teacher Representative on the last GB for their contribution and the services which both of them rendered for the upliftment of the college.
2. Minutes of the GB Meeting dated 09.10.2017 and 08.12.2017 were confirmed.
3. The following actions taken by Chairperson, Governing Body for smooth functioning of the college were reported, recorded and approved:
  - (i) Grant of Withdrawal of PF money from PF Account of college:

1	Mr. Kamal Gulati	Rs. 3,34,128/-
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  - (ii) Grant of approval for a budget of Rs. 75,000/- to meet expenses of Alumni Meet.
  - (iii) Grant of approval for a budget of Rs. 82000/- to meet expenses of Decennial Year Celebrations of Department of Management Studies.
  - (iv) Grant of approval for a budget of Rs. 50,000/- from College Development Fund for purchase of Lab Kits for Electronics Department.

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- (v) Grant of approval for engagement of Two Guest faculty against one vacancy of Economics teacher in the Department of Commerce w.e.f. 15.01.2018.

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

- (I) Appointment of the following teachers on ad-hoc basis at a minimum of the appropriate pay band of Rs. 15600-39100+AGP 6000 in the respective departments as per University guidelines.

S. No.	Name of the Lecturer	Department	Date of Joining	Upto	Date of Joining	Upto
1	Ms. Astha Kanjlia	Management Studies	23.10.2017	16.12.2017	01.01.2018	31.03.2018
2	Ms. Kritee Manchanda	Management Studies	23.10.2017	16.12.2017	01.01.2018	31.03.2018
3	Dr. (Ms.) Nomita Sharma	Management Studies	23.10.2017	16.12.2017	01.01.2018	31.03.2018
4	Dr. R.S. Rajpurohit	Commerce	23.10.2017	16.12.2017	01.01.2018	31.03.2018
5	Mr. Hemant Yadav	Commerce	23.10.2017	16.12.2017	01.01.2018	31.03.2018
6	Dr. (Ms.) Anjalika Solanki	Commerce	23.10.2017	16.12.2017	01.01.2018	31.03.2018
7	Mr. Kunal Kumar	Commerce	23.10.2017	16.12.2017	01.01.2018	31.03.2018
8	Ms. Namita Padhy	Commerce	23.10.2017	16.12.2017	01.01.2018	31.03.2018
9	Ms. Prama Vishnoi	Commerce	23.10.2017	16.12.2017	01.01.2018	31.03.2018
10	Ms. Monu Chauhan	Commerce	23.10.2017	16.12.2017	01.01.2018	31.03.2018
11	Ms. Ruchi Goyal	Commerce	23.10.2017	16.12.2017	01.01.2018	31.03.2018
12	Ms. Snehlata Rana	Commerce	23.10.2017	16.12.2017	01.01.2018	31.03.2018
13	Ms. Nidhi Aggarwal	Commerce	31.10.2017	16.12.2017	01.01.2018	31.03.2018



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14	Mohd Tariq Azizy	Commerce	31.10.2017	16.12.2017	01.01.2018	31.03.2018
15	Ms. Anjali Saini*	Commerce	----	----	01.01.2018	31.03.2018
16	Ms. Astha Goyal	Computer Science	23.10.2017	16.12.2017	01.01.2018	31.03.2018
17	Ms. Rochana Chaturvedi	Computer Science	23.10.2017	16.12.2017	01.01.2018	31.03.2018
18	Ms. Nidhi Passi	Computer Science	23.10.2017	16.12.2017	01.01.2018	31.03.2018
19	Mr. Sumit Kumar Baberwal	Computer Science	23.10.2017	16.12.2017	01.01.2018	31.03.2018
20	Dr. Sumit Kumar Agarwal	Computer Science	23.10.2017	16.12.2017	01.01.2018	31.03.2018
21	Dr. (Ms.) Namita Aggarwal	Computer Science	23.10.2017	16.12.2017	01.01.2018	31.03.2018
22	Mr. Sudhir Kumar Gupta	Computer Science	23.10.2017	16.12.2017	01.01.2018	31.03.2018
23	Ms. Jyoti Kumari	Computer Science	23.10.2017	16.12.2017	01.01.2018	31.03.2018
24	Mr. Rakesh Kumar	Computer Science	23.10.2017	16.12.2017	01.01.2018	31.03.2018
25	Mr. Pradeep Kumar	Computer Science	23.10.2017	16.12.2017	01.01.2018	31.03.2018
26	Mr. Anand	Computer Science	23.10.2017	16.12.2017	01.01.2018	31.03.2018
27	Ms. Rashmeet Kaur Chawla	Computer Science	27.10.2017	16.12.2017	01.01.2018	31.03.2018
28	Ms. Kanishka	Computer Science	30.10.2017	16.12.2017	01.01.2018	31.03.2018
29	Mr. Manish Kumar	Computer Science	30.10.2017	16.12.2017	01.01.2018	31.03.2018
30	Ms. Disha Garg	Computer Science	30.10.2017	16.12.2017	01.01.2018	31.03.2018



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31	Mr. Arun Agarwal	Computer Science	30.10.2017	16.12.2017	01.01.2018	31.03.2018
32	Mr. Himanshu Kushwah	Electronics	23.10.2017	16.12.2017	01.01.2018	31.03.2018
33	Mr. Anil Sethi	Electronics	23.10.2017	16.12.2017	01.01.2018	31.03.2018
34	Dr. (Ms.) Jyoti Bansal	Electronics	23.10.2017	16.12.2017	01.01.2018	31.03.2018
35	Mr. Prashant Kumar	Electronics	23.10.2017	16.12.2017	01.01.2018	31.03.2018
36	Mr. Nitin Kumar	Electronics	23.10.2017	16.12.2017	01.01.2018	31.03.2018
37	Mohd. Rafeeqe CK	English	24.10.2017	16.12.2017	01.01.2018	31.03.2018
38	Ms. Richie Aggarwal	Mathematics	23.10.2017	16.12.2017	01.01.2018	31.03.2018
39	Ms. Vandana Verma	Mathematics	23.10.2017	16.12.2017	01.01.2018	31.03.2018
40	Ms. Rajat Arora	Mathematics	23.10.2017	16.12.2017	01.01.2018	31.03.2018
41	Dr. Ram Chander Verma	Mathematics	23.10.2017	16.12.2017	01.01.2018	31.03.2018
42	Mr. Panjabi Singh	Mathematics	23.10.2017	16.12.2017	01.01.2018	31.03.2018
43	Dr. Subedar Ram	Mathematics	23.10.2017	16.12.2017	01.01.2018	31.03.2018
44	Mr. Pushendra Kumar	Mathematics	23.10.2017	16.12.2017	01.01.2018	31.03.2018
45	Dr. Ravi Kumar	Mathematics	27.10.2017	16.12.2017	01.01.2018	31.03.2018
46	Mr. Gagandeep Longiany	Physics	23.10.2017	16.12.2017	01.01.2018	31.03.2018
47	Dr. (Ms.) Smita Korpall	Physics	31.10.2017	16.12.2017	01.01.2018	31.03.2018
48	Ms. Neha Yadav	Physics	23.10.2017	16.12.2017	01.01.2018	31.03.2018

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49	Ms. Neeru Sehdev	Physics	23.10.2017	16.12.2017	01.01.2018	31.03.2018
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50	Ms. Vandana Gambhir nee Chopra	Psychology	23.10.2017	16.12.2017	01.01.2018	31.03.2018
51	Ms. Shailja Rana	Psychology	23.10.2017	16.12.2017	01.01.2018	31.03.2018
52	Ms. Swati Jain	Psychology	23.10.2017	16.12.2017	01.01.2018	31.03.2018
53	Dr. (Ms.) Komal Chandiramani	Psychology	23.10.2017	16.12.2017	01.01.2018	31.03.2018
54	Dr. (Ms.) Geetanjali Sageena	EVS	23.10.2017	16.12.2017	01.01.2018	31.03.2018
55	Mr. Virender Yadav	Hindi	23.10.2017	16.12.2017	01.01.2018	31.03.2018

\* Ms. Anjali Saini has Resigned on 09.01.2018

(II) Appointment of the following Guest Lecturer for even semester (2017-18):

S. No.	Name	Department
1	Ms. Swagta Karmakar	EVS
2	Mr. Vinny Arora	Management Studies
3	Dr. Pragati Gautam	Mathematics
4	Ms. Shivani Goel	Economics in the Department of Commerce
5	Ms. Pramilla	Economics in the Department of Commerce
6	Ms. Swatie	English
7	Ms. Mahima Simar	Psychology

(III) 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. Rahul Kumar	07.12.2017	Rs. 15,070/-	MTS – Lab. Attendant	6 Months
2	Mohammed Shakir*	11.12.2017	Rs. 15,070/-	MTS – Library	6 Months

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3	Mr. Arvind Kumar	18.12.2017	Rs. 23,760/-	STA	6 Months
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4	Mr. Yogesh Sharma	28.12.2017	Rs. 23,760/-	Computer Programmer	6 Months
5	Ms. Himanshi Jangid	28.12.2017	Rs. 18,960/-	Matron	6 Months
6	Mr. Sangram Singh Yadav	09.01.2018	Rs. 15,070/-	MTS – Lab. Attendant	6 Months
7	Mr. Chandrapal Singh	09.01.2018	Rs. 15,070/-	MTS – Lab. Attendant	6 Months
8	Mr. Hari Chand Meena	09.01.2018	Rs. 15,070/-	MTS – Lab. Attendant	6 Months
9	Mr. Surendra Kumar	09.01.2018	Rs. 15,070/-	MTS – Lab. Attendant	6 Months
10	Mr. Amin Chauhan	09.01.2018	Rs. 15,070/-	MTS – Lab. Attendant	6 Months
11	Mr. Sanjay Kumar S/o Sh. Ram Prakash	11.01.2018	Rs. 15,070/-	MTS – Lab. Attendant	6 Months
12	Ms. Anju Tyagi	16.01.2018	Rs. 27,000/-	Warden	6 Months
13	Mr. Shakeel Ahmed	15.01.2017	Rs. 15,070/-	MTS (SG)	6 Months

\* Mohammed Shakir has resigned on 15.01.2018 (A.N)

(IV) Grant of Child Care Leave to the following Teaching and Non-Teaching staff :

S. No.	Name of the Teacher(s)	Department	Dates	No. of days
1	Dr. Anjali Thukral	Computer Science	16.12.2017 to 18.05.2018	154 days
2	Dr. Richa Sharma	Computer Science	16.12.2017 to 18.05.2018	154 days
3	Dr. Priti Sehgal	Computer Science	01.01.2018 to 18.05.2018	138 days
4	Ms. Maulein Pathak	Computer Science	01.01.2018 to 05.01.2018	05 days
5	Dr. Ritu Arora	Mathematics	02.01.2018 to 10.01.2018	09 days
6	Dr. Jyoti Anand	Electronics	02.01.2018 to 16.01.2018	15 days
7	Dr. Rajni Mendiratta	Mathematics	08.01.2018 to 19.01.2018	12 days
8	Ms. Vinita Jindal	Computer Science	09.01.2018 to 23.01.2018	15 days
9	Dr. Shalini Kumar	Commerce	28.01.2018 to 11.02.2018	15 days



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10	Dr. Roli Bansal	Computer Science	29.01.2018 to 09.02.2018	12 days
11	Ms. Sonu Mehta	Management Studies	08.02.2018 to 22.02.2018	15 days

12	Dr. Arpana Sharma	Mathematics	12.02.2018 to 23.02.2018	12 days
13	Dr. Manjari Singh	English	12.02.2018 to 23.02.2018	12 days
14	Ms. Chetna	Physics	07.03.2018 to 18.05.2018	73 days
15	Dr. Anupama	Physics	08.03.2018 to 22.03.2018	15 days
16	Dr. Amanjot Sachdeva	Management Studies	12.03.2018 to 22.03.2018	11 days
17	Ms. Anuradha Chadha S.T.A	Computer Science	01.01.2018 to 12.01.2018	12 days
18	Ms. Nidhi Sikri Assistant	Accounts	27.11.2017 to 14.12.2017	18 days

(V) Grant of Paternity Leave to:

- Dr. Ashish Bansal, Assistant Professor, Department of Mathematics from 02.01.2018 to 16.01.2018 = 15 days.
- Mr. Sandeep Vodwal, Assistant Professor, Department of Commerce from 10.01.2018 to 24.01.2018 = 15 days

- The matter of sufficient funds to pay the salary of employees and utility bills as Directorate of Higher Education has not released the grant for same due to non formation of their Governing Bodies in 12 fully funded colleges was reported and recorded. The Chairman directed the Principal to write a letter to Directorate of Higher Education and University of Delhi for release of Grant.
- PF Committee recommendation regarding investment of PF Contribution of employees was reported, recorded and approved.
- Approval for obtaining GST number of college was reported and GST Number recorded.
- The status of work for installation of PNG connection at various places of college premises and Girls Hostel was reported. Additional fund from College Development Fund required to

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settle the balance, when the vendor shall submit its final bill was reported, recorded and approved.

9. Successfully completion of one year course on Radio Broadcasting was reported and recorded.
10. The First Alumni Reunion Meet of college was successfully held on 23.12.2017. Charge of one time fee of Rs. 200/- from current batches of Students towards Alumni Interaction Fund was approved and further to incorporate of Rs. 200/- in the fee of students from coming academic session was reported, recorded and approved. The following were nominated to various executive positions for a period of two years:
  - (a) Mr. Krishan Kumar - President
  - (b) Mr. Ankur Jain - Secretary
  - (c) Dr. Amit Sehgal - Treasurer
  - (d) Mr. Gaurav Bauddh - Joint Secretary

The members have been pursued to register the Alumni Association once the sufficient members of Alumni around 100 have taken Life membership.

11. The request of Sports Committee vide its note dated 30.10.2017 to increase the Sports Fee from 500/- to 1000/- from the session 2018-19 to provide enhanced facilities such as better and latest equipment, refreshment and ground maintenance etc. was reported. However Governing Body unanimously resolved and approved to enhance fee to Rs. 750/- only.
12. The recommendations of Proctorial Committee to be adopted by the college was reported and recorded and Principal was asked to write to Directorate of Higher Education for provision of CCTV Camera as per recommendations of Proctorial Committee.
13. Receipt of letter No.: DHE-3(1)/100%/GIA/2017-18/5251-60 dated 27.11.2017 from the office of Directorate of Higher Education regarding release of one month salary of Rs. 1.36 Crore as a part of 2<sup>nd</sup> installment of G.I.A to 100% funded colleges for the F/Y 2017-18 under GIA Salaries was reported and recorded.
14. Receipt of letter No.: 1(248)/2017/DCSK/1218-19 dated 07.12.2017 from Dy. Secretary (DCSK) regarding compassionate appointment to the post of Safai Karamchari to Sh. Gaurav S/o Late Smt. Beena, Ex-Safai Karamchari was reported and recorded.





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15. Constitution of Committee by the Principal to look into the case of Sh. Gaurav S/o Late Smt. Beena, as per direction of Dy. Secretary (DCSK), Govt. of NCT of Delhi was reported, recorded and approved by the Governing Body.
16. Visit of Departmental Inspection Committee in the college on 14<sup>th</sup> December, 2017 in connection with introduction of B.Sc (H) Chemistry course was reported and recorded.
17. Receipt of letter dated 15.12.2017 from Ms. Saumya Kapoor, 1<sup>st</sup> year student for supply of Sanitary Napking Vending Machines in college for female students and staff was reported and recorded. Governing Body authorized the college Purchase Committee to purchase the same by following applicable GFR and Delhi University rules. .
18. The matter of Dr. (Ms.) Dimpy Mahanta regarding her extension of Leave and Lien for a period of another year beyond two years already availed was presented in detail to the Governing Body members. The house was also informed that Dr. Dimpy Mahanta has not reply to the specific query regarding her status of appointment at Cotton College State University. The Governing Body discussed the matter and asked the college to write to Dean of Colleges for further direction in the matter and write once again to Dr. Dimpy Mahanta for getting her specific reply to the query about status of her employment position at Cotton College.
19. Receipt of letter No.: CB-II/Grievance-130/0614582/2017/159 dated 13/18.12.2017 from the Assistant Registrar (Colleges), University of Delhi regarding grievance of Psychology Department Students, Cotton University and reply of college was reported and recorded.
20. Receipt of letter No.: KMLSA/17/16 dated 26.12.2017 from President and Secretary, Keshav Mahavidyalaya Laboratory (Tech.) Staff Association regarding intimation of indefinite strike for resolving pending issue/ demands from 22.01.2018 onwards (10.00 AM to 1.00 PM) was reported and recorded. The Laboratory staff went to strike. The unit of DUCLSA team from University of Delhi came and intervened the matter. The matter was amicably resolved and the Laboratory Staff later withdrew their strike.



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21. Receipt of letter No.: DHE-9(36)/AMS/2017-18/22 dated 02.01.2018 from the Asstt. Director (Plg.), DHE regarding release of amount of Rs. 10,000/- each towards Award to the following Topper Meritorious Students of academic session 2016-17 studying in our colleges during the current financial year 2017-18 was reported and recorded.
  1. Pranjali Mishra, B.Sc (G) – I
  2. Manu Singh, B.Sc (H) – II
  3. Parul Kumari, B.Sc (H) - II
22. Receipt of letter No.: FOS-I/114/2018/7270 dated 03.01.2018 from the Section Officer (Science), Faculty of Science, University of Delhi regarding Meritorious Award of Rs. 3000/- for the year 2017-2018 to Ms. Medha Chugh and Ms. Anjali Singla, students of B.Sc (H) – III Year Physics was reported and recorded.
23. The placement of various students by the Placement Cell of Keshav Mahavidyalaya through various placement drives in college between July, 2017 to January, 2018 was reported and recorded.
24. Purchase of Fifteen (15) Computers (five for each department) for Administration, Accounts and Library as old ones (more than 10 years old) are not supporting latest software from College Development Fund and Computer Fee was reported, recorded and approved.
25. Receipt of letter dated 28.12.2017 from Department of Electronics regarding requisition of fund of Rs. 1,00,000/- for starting Robotic club in the Department of Electronics was reported, recorded and approved.
26. Uploading of E-Tender for award of contract of Hostel Mess and Canteen on the website of nic.in as per guidelines of University of Delhi was reported and recorded.
27. Twenty Two (22) additional Teaching Posts as per Teacher Students Ratio was reported, recorded and approved.
28. Creation of additional Non- Teaching Posts as per guidelines of UGC and communicated by Dr. S.C. Garg, Principal, DDU college were reported, recorded and approved.

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29. The approval to Start of One year Diploma Courses in German and French Language from the Academic Session 2018-19 was reported, recorded and approved.
30. Receipt of letter No.: WUSHC/2017-18/1329 dated 18.08.2017 from the Chief Medical Officer, W.U.S. Health Centre, University of Delhi regarding Non-subscription/ non-payment of W.U.S, Health Centre Contribution on the pattern of CGHS rates for availing medical facilities of W.U.S Health Centres and requested to submit the Audit Report regarding medical reimbursement was reported and recorded.

Under any other matter:

1. Dr. Ashish Bansal, Teacher Representative on Governing Body presented a letter on behalf of Staff Association to Hon'ble Chairperson, Governing Body. The Chairman advised him to convey to Staff Association to work for more pressing issues concerning college namely the availability of grant to college for payment of salary and other recurring expenses.
2. The proposal of Department of Mathematics to start B.Sc (H) and M.Sc Operational Research courses in college from the coming academic session 2018-2019 was in principle approved by Governing Body subject to infrastructure and other requirement as present in the college. The intake strength of students recommended was 30 only.
3. Clarification on issue of seniority list of teachers was presented before the Governing Body members and Hon'ble Chairperson and Hon'ble Treasurer Governing Body both informed that list prepared as per direction of University of Delhi has already been accepted and approved by Governing Body.

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

Sd/-  
(Dr. Madhu Pruthi)  
Principal & Member Secretary

Sd/-  
Chairman,  
Governing Body

केशव महाविद्यालय  
(दिल्ली विश्वविद्यालय)



KESHAV MAHAVIDYALAYA  
(UNIVERSITY OF DELHI)

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