

**SHAHEED BHAGAT SINGH COLLEGE
(UNIVERSITY OF DELHI)**

Date: 01-05-2013

**MINUTES OF THE MEETING OF THE GOVERNING BODY HELD ON WEDNESDAY,
MAY 1, 2013 AT 3:00 P.M. IN THE COLLEGE.**

A meeting of the Governing Body of the College was held on Wednesday, May 1, 2013 at 3:00 p.m. in the Committee Room of the College to discuss the Agenda of the meeting:

The following members were present:

1. Mr. Sidharth Mishra, Chairman (In Chair)
2. Mr. Narendra Yadav, Treasurer
3. Prof. M.P. Sharma
4. Mr. Deepak Khanna
5. Prof. R.C. Kuhad, University Representative
6. Dr. T.K. Nagpal, Teacher Representative, Day College
7. Dr. Vijay Lata Tyagi, Teacher Representative, Evening College
8. Mr. Sunil Kumar, Teacher Representative, Evening College
9. Mr. D. K. Khurana, Special Invitee (other than teachers) Evening College
10. Mr. Mahesh Chaudhary, Special Invitee (other than teachers) Day College
11. Dr. P. K. Khurana, Principal, Evening College and O.S.D./Principal(Offg.) Day College/Member Secretary.

The items on the agenda were taken up ad seriatim and the following decisions were taken:

1. To confirm the Minutes of the Governing Body meeting held on 18th December, 2012 and the matters arising out of the Minutes.

The Governing Body confirmed the minutes of its meeting held on 18th December, 2012.

Arising out of the minutes:

The Member Secretary reported that Dr. (Ms.) Jitinder Kaur had applied for grant of voluntary retirement on 20th December, 2012 and this was approved by the University of Delhi vide its letter No. CS-SDC/111/2013/ SBSC/402 dated January 24, 2013. It was reported that Dr. (Ms.) Jitinder Kaur was paid the arrears of pay and allowances for the period she remained under suspension amounting to Rs. 18,67,900/-. She was also paid an amount of Rs.10,59,877/- on 30th Janaury, 2013 as full and final settlement of her Provident Fund dues and Rs.10 lakhs as admissible on account of death-cum-retirement gratuity. The Member Secretary also reported that College has incurred an expenditure of Rs.62,95,070/- on her medical treatment during the period of her suspension. It was also noted that her proposal for the pension was sent to the University but the same was not approved because of the reason that her past services at S.G.T.B. Khalsa Evening College and S.G.T.B. Khalsa Day College have not been approved as qualifying service for the purpose of fixation of pension. The Member Secretary reported that Dr. (Ms.) Jitinder Kaur expired on 08-03-2013.

2. To ratify and confirm the orders of the Chairman, Governing Body dated 27-12-2012 and 06-02-2013 regarding payment made to the Contractor, M/s. Manchanda Buildcon Pvt. Ltd. against their bills.

The Governing Body ratified and confirmed the orders of the Chairman, Governing Body dated 27-12-2012 and 06-02-2013 regarding payment made to the Contractor, M/s. Manchanda Buildcon Pvt. Ltd. against their bills.

Note: M/s. Manchanda Buildcon Pvt. Ltd. submitted the first running amount bill on 10th December, 2012 and the same was sent to the Architect, M/s. Studio Plus on 19th December, 2012 for examination and verification of the same. The Architect verified the bill vide his letter dated 24th December, 2012 and recommended a net payment of Rs.46,39,706.80 inclusive of all taxes as per details given in his letter. An 'on account' payment of equal to 80% of the bill amount, i.e. Rs.37,12,000/- was made to the Contractor, M/s. Manchanda Buildcon Pvt. Ltd. vide order of the Chairman, Governing Body dated 27-12-2012.

The Building Committee at its meeting held on 15th January, 2013 considered the first running account bill and decided to approve the payment as recommended by the Architect. The remaining amount relating to first running bill, i.e., Rs.9,27,706.80 made to M/s. Manchanda Buildcon Pvt. Ltd. vide order of the Chairman Governing Body dated 06-02-2013.

M/s. Manchanda Buildcon Pvt. Ltd. submitted the second running account bill in respect of External Development Project of the College Campus vide letter dated 24-01-2013 for Rs.42,62,712/-. The same was referred to the Architect for examination and its verification the same day. The Architect, M/S/ Studio Plus, vide his letter dated 31-01-2013 has recommended an amount of Rs.40,15,462/- against this bill. An 'on account' payment of 80% of the amount verified by the Architect, i.e., Rs.32,00,000/- approximately was made to the Contractor vide order of the Chairman, Governing Body dated 06-02-2013.

3. To ratify and confirm the order of the Chairman, Governing Body dated 17-12-2012, 24-12-2012 and 02-01-2013 approving the appointments of the following teachers as Assistant Professor on ad-hoc basis in the Departments noted against their names for a period of 4 months w.e.f. 3rd January, 2013 for the Academic Year 2012-13 in the Pay Band of Rs. 15600-39100 with AGP of Rs.6000 in accordance with the guidelines issued by the University of Delhi:

S. No.	Name	Department
1	Ms. Rachna Mathur	Economics
2	Mr. Ram Gati Singh	Economics
3	Ms. Rajni Kapoor	Economics
4	Ms. Kamalika Majumdar	Economics
5	Ms. Charu Grover	Economics
6	Ms. Aditi Aeron Bansal	Economics
7	Mr. Shahid Zafar	Economics
8	Ms. Renu	Economics
9	Ms. Komal Agarwal	English
10	Mr. Bijoy V S	English
11	Ms. Jharana Rani Dh. Majhi	English
12	Ms. Tanvi Sharma	English
13	Ms. Kanika Sharma	English
14	Mr. Tarun Bhutna	English
15	Ms. Priyanka Singh	Commerce
16	Mr. Anil Kumar	Commerce

17	Ms. Shweta	Commerce
18	Ms. Kiran Bala	Commerce
19	Ms. Nikunj Aggarwal	Commerce
20	Ms. Rekha Gulia	Commerce
21	Ms. Shikha Rajput	Commerce
22	Mr. Vijay Vrat Arya	Commerce
23	Ms. Pooja	Commerce
24	Ms. Areema Pandey	Commerce
25	Ms. Chandni Aswal	Commerce
26	Ms. Deepika	Commerce
27	Ms. Rachna	Commerce
28	Ms. Poonam	Commerce
29	Ms. Rachna Yadav	Commerce
30	Mr. Tausheef Alam	Commerce
31	Mr. Brijesh Yadav	Commerce
32	Mr. Manish Kumar	Commerce
33	Ms. Ritika Tanwar	Commerce
34	Mr. Abhimanyu Verma	Commerce
35	Mr. Naseem Akhter	Commerce
36	Ms. Megha Gupta	Commerce
37	Ms. Aarthi Rana	Commerce
38	Ms. Ankita Kashyap	Commerce
39	Ms. Priyanka Aggarwal	Commerce
40	Ms. Saumya Jain	Commerce
41	Dr. Bratati Barik	Geography
42	Ms. Swarnima Singh	Geography
43	Mr. Rajkumar Rajan	Hindi
44	Mr. Pravin Kumar	Hindi
45	Dr. Hemant Kr. Himanshu	Hindi
46	Dr. Anupam Kumar	Hindi
47	Ms. Prerna Gautam	History
48	Ms. Khusbhoo	Maths
49	Dr. Md. Sanam Suraj	Maths
50	Ms. Nikita Setia	Maths
51	Ms. Indrani Banerjee	Pol. Science
52	Ms. Priyanka Goyal	Pol. Science
53	Dr. K.K. Krishna	Pol. Science
54	Mr. Shantesh Kr. Singh	Pol. Science

The Governing Body ratified and confirmed the order of the Chairman, Governing Body dated 17-12-2012, 24-12-2012 and 02-01-2013 approving the appointments of the above mentioned teachers as Assistant Professor on ad-hoc basis in the Departments noted against their names for a period of 4 months w.e.f. 3rd January, 2013 for the Academic Year 2012-13 in the Pay Band of Rs. 15600-39100 with AGP of Rs.6000 in accordance with the guidelines issued by the University of Delhi.

4. To ratify and confirm the recommendation of the Selection Committee held on Tuesday, 5th March, 2013 and the order of Chairman, Governing Body dated 15-03-2013 for promotion of Mrs. Jyoti Varshney, Lecturer in the Senior Scale in the Department of Mathematics to Lecturer in the Reader's Grade w.e.f the date of her eligibility.

The Governing Body ratified and confirmed the recommendation of the Selection Committee held on Tuesday, 5th March, 2013 and the order of Chairman, Governing Body dated 15-03-2013 for promotion of Mrs. Jyoti Varshney, Lecturer in the Senior Scale in the Department of Mathematics to Lecturer in the Reader's Grade w.e.f the date of her eligibility.

Note: A meeting of the duly constituted Selection Committee was held on Tuesday, 5th March, 2013 for considering promotion of Mrs. Jyoti Varshney, Lecturer in the Senior Scale in the Department of Mathematics to Lecturer in the Reader's Grade in the meeting Room of the Principal. The Selection Committee considered her self-assessment proforma and after interviewing her recommended that Mrs. Jyoti Varshney be promoted as Lecturer in the Reader's Grade w.e.f the date of her eligibility. The Chairman, Governing Body of the College also approved the recommendation of the Selection Committee vide his order dated 15-03-2013.

5. To ratify and confirm the recommendation of the Departmental Promotion Committee held on 22nd April, 2013 and order of the Chairman, Governing Body dated 22-04-2013 regarding promotion of Mr. Vikram Singh Rana as Section Officer in the pay band of Rs.9300-34800 (Pay Band 2) with grade pay of Rs.4600/- w.e.f. 22nd April, 2013.

The Governing Body ratified and confirmed the recommendation of the Departmental Promotion Committee held on 22nd April, 2013 and order of the Chairman, Governing Body dated 22-04-2013 regarding promotion of Mr. Vikram Singh Rana as Section Officer in the pay band of Rs.9300-34800 (Pay Band 2) with grade pay of Rs.4600/- w.e.f. 22nd April, 2013. It was also agreed to give additional charge of Section Officer (Accounts) to Mr. Vikram Singh Rana as per rules of University of Delhi in this regard.

Note: A meeting of the Departmental Promotion Committee was held on Monday, 22nd April, 2013 at 4:00 p.m. to consider the case of promotion of Senior Assistant as Section Officer in the College premises. Mr. Vikram Singh Rana, Senior Assistant (date of appointment 07-02-2008) was the only candidate eligible for the post of Section Officer in the order of seniority. The Departmental Promotion Committee went through his confidential reports and found him fit for promotion as Section Officer. After reviewing his confidential reports, seniority list of Senior Assistant, roster etc., the Departmental Promotion Committee recommended that Mr. Vikram Singh Rana be promoted as Section Officer in the pay band of Rs.9300-34800 (Pay Band 2) with grade pay of Rs.4600/-. The Chairman, Governing Body of the College also approved the recommendation of the Departmental Promotion Committee vide his order dated 22-04-2013. Mr. Vikram Singh Rana had been functioning as Section Officer (Administration).

6. To ratify and confirm the order of the Chairman, Governing Body dated 23-03-2013 regarding continuation of services of Mr. Ravinder Pal Singh working on contractual basis as per University rules against the post of Senior P.A. to Principal for a period of six months w.e.f. 02-04-2013 or till the regular appointment is made, whichever is earlier

The Governing Body ratified and confirmed the order of the Chairman, Governing Body dated 23-03-2013 regarding continuation of services of Mr. Ravinder Pal Singh working on contractual basis as per University rules against the post of Senior P.A. to Principal for a period of six months w.e.f. 02-04-2013 or till the regular appointment is made, whichever is earlier

SUPPLEMENTARY AGENDA

7. To receive, approve and adopt the audited accounts of the College for the Financial Year 2011-12.

The Governing Body received, approved and adopted the audited accounts of the College for the Financial Year 2011-12.

Note: The Treasurer, Governing Body vide his order dated 25-04-2013 has recommended that the accounts of the College for the financial year be approved and adopted.

8. To consider the medical bill for Rs.17,40,241/- received from Fortis Hospital in respect of Dr. C.S. Yadav, Retired Reader of our College.

The Governing Body examined the report of the Acting Medical Administrator, WUS Health Centre, University of Delhi regarding the medical bill received from M/s. Fortis Hospital in respect of Dr. C.S. Yadav, retired Reader of the College. The Governing Body observed that the hospital did not raise any interim bill during the period from February 1, 2012 to September 26, 2013 during which time Dr. Yadav was under treatment in the hospital. The hospital never informed the College that the attendants of Dr. Yadav were not ready to take the patient home. This fact has been contradicted by his son Mr. Pankaj Yadav in his statement to the Medical Board of W.U.S. Health Center, University of Delhi.

The Governing Body decided that these points be brought to the notice of the hospital and their observations be obtained before any decision is taken in this matter.

Note: Dr. C. S. Yadav was admitted to Fortis Hospital, Sector-62, Noida on 1st February, 2012 and he was discharged on 26th September, 2012. He was admitted in the Neurology department of the hospital. The College had given a certificate in respect of Dr. C.S. Yadav to this hospital for availing direct payment facility for his treatment as per CGHS rates and the bill in this regard be forwarded to the Principal, Shaheed Bhagat Singh College, Sheikh Sarai, New Delhi as per rules of University of Delhi. The bills amounting to Rs.17,40,241/- were sent to the Chief Medical Officer, WUS Health Center, University of Delhi for his advice. The Acting Medical Administrator, WUS Health Centre, University of Delhi vide his letter No. HS/13/10544 dated 21-02-2013 has sent herewith the report of the Technical Committee which examined the bill. The Committee states that "in view of the contradictory explanation from Fortis Hospital and Mr. Pankaj Yadav, S/o Mr. C.S. Yadav, the bills may be placed before the Governing Body of the College and necessary decision may be taken regarding clearance of the bills". The matter is placed before the Governing Body for necessary action.

9. Any other item with the permission of the Chair.
- i) The Member Secretary reported that Dr. B.C. Sehgal, Offg. Principal retired on 31st July, 2011 and Mr. K.C. Georgekutty, Section Officer, Accounts retired on 31st May, 2011. As per records available in the College, Dr. B.C. Sehgal had exercised his option for General Provident Fund (G.P.F.)-cum-Gratuity-cum-Pension Scheme on 27th January, 1999 and Mr. K.C. Georgekutty on 11th January, 1999 in pursuance to Resolution No. 132 dated 30-09-1998 of the Executive Council, University of Delhi that "the teaching and non-teaching staff of the University and its Colleges who are in service on 30-09-1998 be allowed to change their option from Contributory Provident Fund-cum-Gratuity

Scheme to General Provident Fund-cum-Pension-cum-Gratuity Scheme, as one time exception provided they exercise their option by 31-01-1999”.

The College had submitted the papers to the University for fixation of pension in the case of both these incumbents and the matter is still pending with the University of Delhi. In the meanwhile, both the incumbents requested the College that they may be given some relief in the form of ‘on account’ payment as they are facing severe hardship. It was also pointed out by the Member Secretary that the Governing Body of the College had considered the representations received from both the incumbents at its meeting held on 4th April, 2012 and resolved that the pension in respect of both the incumbents be fixed by the University of Delhi at the earliest.

Taking into consideration that there has been lot of delay in the matter and the hardship faced by the concerned employees, it was decided to provide them some interim relief. In this connection, it was noted that the concerned employees are entitled to either pension including commutation of pension or lumpsum payment under the contributory fund scheme. It was decided vide order of the Chairman, Governing Body dated 15-02-2013 that 50% of (i) amount payable as commutation of pension or (ii) amount payable under C.P.F. Scheme, whichever is lower, be paid as interim relief.

Accordingly, an amount of Rs.6,29,628/- was paid to Dr. B.C.Sehgal and Rs.2,35,004/- was paid to Mr. K.C. Georgekutty as an interim relief pending approval to the fixation of pension in their cases. The Governing Body ratified and confirmed the above order of the Chairman, Governing Body dated 15-02-2013.

The Governing Body further decided that in future in all such cases 50% of (i) the amount payable as commutation of pension or (ii) the amount payable under C.P.F. Scheme, whichever is lower, be paid as an interim relief in order to mitigate financial hardship to the employees in future.

- ii) The Member Secretary reported that College charges Rs.5,000/- per day for the use of College playground on Sundays and holidays. It was noted that this amount is too low. After discussing the matter in detail, it was decided that an amount of Rs.25,000/- per day should be charged for the use of playground and the playground be allowed to be used by sports clubs registered with DDCA, schools and other academic bodies, banks, public sector undertakings, corporate houses and so on.

It was also decided that College may enter into collaboration with state level sports bodies for improvement in the play fields of the College.

- iii) The Member Secretary informed that as decided by the University of Delhi, the Four-Years Undergraduate Programme shall be introduced w.e.f. 23rd July, 2013 for the academic session 2013-14. It was also reported that B.A. Programme and B.Com. Programme shall be discontinued from the next academic session. Accordingly, the sanctioned seats under these courses shall be re-appropriated to the existing honours courses. As required by the University, the re-appropriation of seats of B.A. Programme and B.Com. Programme was done in consultation with the incharges of various departments and the University was informed of the same with the prior approval of the Chairman, Governing Body.

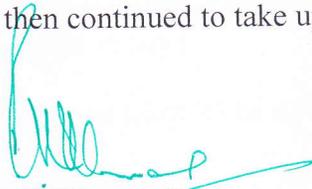
The Member Secretary also explained the structure of the new Four-Years Undergraduate Programme which provides for teaching under Major Discipline (DC-I), Minor Discipline

(DC-II), Foundation Courses, Application Courses. The students will also be given course IMBH/Cultural Activities.

The Governing Body ratified and confirmed the order of the Chairman, Governing Body dated 26-04-2013 regarding approval to the re-appropriation of seats under the new Four-Years Undergraduate Programme.

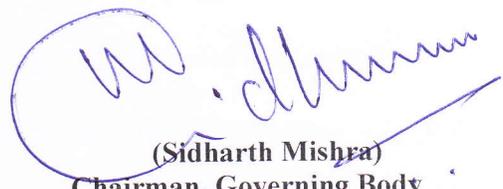
- iv) The Member Secretary reported that construction of new class rooms and other infrastructure facilities has not been started under the OBC expansion programme because of the delay in obtaining sanction to the Layout Plan from Municipal Corporation of South Delhi. He informed that before submitting the building plans for fresh construction, the Layout Plan of the College is to be approved. Since the College did not have original Layout Plan when the building was first constructed, the Layout Plan was got made and submitted to the Municipal Corporation of South Delhi for approval. The plan was revised in the light of the survey of the campus conducted by the officials of the Town Planning Department, M.C.D., South Delhi and the revised Layout Plan was submitted in January, 2013 to the Chief Town Planner. The matter is being persuaded by the Member Secretary and the Architect. The Layout Plan of the College has not yet been approved by the M.C.D. This is hampering the submission of building plan for fresh construction to the M.C.D. for sanction of Layout Plan. However, efforts are being made to get it expedited.

The meeting then continued to take up the Agenda for the Evening College.



(Dr. P.K. Khurana)

O.S.D./Principal(Offg.)/Member Secretary



(Sidharth Mishra)

Chairman, Governing Body