

SHAHEED BHAGAT SINGH COLLEGE
(UNIVERSITY OF DELHI)

Date: 25-03-2014

MINUTES OF THE MEETING OF THE GOVERNING BODY HELD ON TUESDAY, 25TH MARCH, 2014 AT 3:30 P.M. IN THE COLLEGE.

A meeting of the Governing Body of the College was held on Tuesday, 25th March, 2014 at 3:30 p.m. in the Committee Room of the College.

The following members were present:

1. Prof. Vinod Kumar, Chairman, Governing Body - In Chair
2. Prof. Seema Bawa, Treasurer, Governing Body
3. Mr. Abdul Salam, Teacher Representative, Day College
4. Ms. Sonika Sharma, Teacher Representative, Day College
5. Dr. Sharmilla Purukaystha, Teacher Representative, Evening College
6. Mr. Prem Kumar, Teacher Representative, Evening College
7. Mr. D. K. Khurana, Special Invitee (other than teachers) Evening College
8. Mr. Mahesh Chaudhry, Special Invitee (other than teachers) Day College
9. 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 meetings held on 30th October, 2013, 14th November, 2013 and 14th March, 2014 and the matters arising out of the Minutes (Annexure-I).

The Governing Body confirmed the Minutes of the Governing Body meetings held on 30th October, 2013, 14th November, 2013 and 14th March, 2014 and there was no matter arising out of the minutes.

2. To consider the recommendations of the Building Committee regarding the following matters:
 - a) Award of contract for construction of temporary classrooms
 - b) Award of the job for soil test / geotechnical examination of the land for the construction of classrooms.

The recommendations made by the Building Committee (meeting held on 22nd March, 2014) were placed before the Governing Body. After considering the matter in detail, the Governing Body decided as follows:

- a) That the contract for construction of temporary classrooms using insulated double skin pre-fabricated structures be awarded to M/s. Shilpkar (India) Pvt. Ltd., Housing Complex, Noida at the cost of Rs. 4,97,60,541/- being the lowest bidder (L-1). The Principal of the College was authorized to sign the agreement with the firm on behalf of the Governing Body of the College and take all such steps as are necessary for the purpose.
- b) That the job for soil test / geotechnical examination of the land where the construction of classrooms is to take place be awarded to M/s. Cengrs Geotechnica Pvt. Ltd., Sector-23, Noida at the cost of Rs. 57,000/- and 25 days to complete the job.

3. To consider the recommendation of the Building Committee (meeting on 19-03-2014) for inviting tender for reallocation of existing wooden rooms from WR-1 to WR-10.

The recommendation of the Building Committee (meeting on 19-03-2014) for reallocation of the existing rooms from WR-I to WR-10 was considered and it was decided that tender be invited for reallocation of these rooms. The scope of the work would include removal of material from the existing location and using the same material at the location earmarked for teachers' flats for constructing the multipurpose temporary structures. The Governing Body also noted the assurance of the Principal to the Teaching Staff that the temporary structure so created at the place earmarked for teachers' flats may be shifted to facilitate construction of teachers' flats as and when the construction of teachers' flats take place. The Architect, M/s. Architects Studio Plus, be requested to formulate the tender for the same.

4. To consider the recommendation of the Building Committee (meeting on 22-03-2014) for release of balance amount of payment of the final bill, i.e., Rs.1,61,879/- to M/s. Manchanda Buildcon Pvt. Ltd. in respect of External Development Project of the College.

The Governing Body decided to accept the recommendation of the Building Committee (meeting on 22-03-2014) for release of balance amount of payment of the final bill, i.e., Rs.1,61,879/- to M/s. Manchanda Buildcon Pvt. Ltd. in respect of External Development Project of the College.

5. To consider the terms of payment for making payment to the Architect for the project

The terms of payment for making payment to the Architect for his services as recommended by the Building Committee at its meeting held on 22nd March, 2014 were considered. After detail discussion in the matter, it was decided as follows:

- i) 25% of the total fees should be released up to the stage of finalization of contractor towards award of construction of work.
- ii) Another 20% of the fees should be released on submission of all detailed technical working drawings of the said project.
- iii) Another 25% of the fees should be released on erecting of civil and structure part (framing) of the project.
- iv) Another 30% of the fees should be released on finalization of contractor's bill on the said project.

Accordingly, it was agreed to release 25% of the fees to the Architect as per details given below:

Total Fee	:	Rs.9,30,000.00
Amount of Fees payable (25%):	:	Rs.2,32,500.00
Service Tax @12.36%	:	Rs. 28,737.00
Net Amount (in Rs.)	:	<u>Rs.2,61,237.00</u>

Note: The Architect, M/s. Architects Studio Plus, submitted his letter No. ASPO/Jan/2014-15/24 dated 25-01-2014 enclosing therewith the scope of services and the terms of payment. The Building Committee in its meeting held on 22nd March, 2014 approved the terms of payment to be made to the Architect as per details given below:

- i) 10% of the fees should be released on approval of concept of layout plan.

- ii) Another 10% of the fees should be released on submission / approval of Estimated cost of the project.
- iii) Another 10% of the fees should be released on submission of tender documents and press notice for notice inviting tender.
- iv) Another 10% of the fees should be released on finalization of contractor towards award of construction of work.
- v) Another 30% of the fees should be released on submission of all detailed technical working drawings of the said project.
- vi) Another 15% of the fees should be released on erecting of civil and structure part (framing) of the project.
- vii) Another 15% of the fees should be released on finalization of contractor's bill on the said project.

The Architect submitted his bill vide letter No. ASP/Mar/2014-15/157 dated 20-03-2014 upto the stage of finalization of contract towards the award of construction of work and has claimed a payment as per details given below:

Amount of Fees	:	Rs.3.72.000.00
Service Tax @12.36%	:	Rs. 45,979.20
Net Amount (in Rs.)	:	<u>Rs.4,17,979.20</u>

The Building Committee in its meeting held on 22nd March, 2014 recommend that an 'on account' payment of 80% of this amount, i.e., Rs. 3.34.383/- or say Rs.3.34,000/- be paid to the Architect.

6. To receive the report regarding cancellation of admission made for the year 2013-14 in the College and subsequent action.

The Member Secretary/OSD/Principal (Offg.) placed before the Governing Body report regarding cancellation of admission of 18 students provisionally admitted during the year 2013-14 in the College. He explained that the Staff Council of the College constituted an Admission Audit Committee comprising 12 faculty members with Dr. V.A.V. Raman as its Convener on a complaint dated 8th January, 2014 received from the Chief Admission Coordinator. The Committee examined all the admission forms and came to the conclusion that 18 students had sought the admission on the basis of false information / fake documents including change of photographs of the students in 12 cases after the admission process was over. The Committee recommended that the admission of these students be cancelled and the responsibility for the same be fixed and disciplinary action taken. The Committee further recommended instituting an inquiry through an outside investigation agency into the 12 cases wherein the photographs had been changed. The Principal further informed that the Staff Council in its meeting held on 11th March, 2014 resolved unanimously that the provisional admission sought by 18 students on the basis of false information / documents be cancelled with immediate effect and further action be taken to fix the responsibility as recommended by the Admission Audit Committee including filing FIR with police. The admission of the aforesaid 18 students was cancelled on 11-03-2014. The Principal informed that FIR has already been registered with the police and relevant documents as desired by the police have been given to them.

The Governing Body took note of the cancellation of the admission and decided that three member Fact Finding Committee be constituted in the first instance to determine whether prima-facie any case exists for detailed enquiry to fix the responsibility for the same. For this purpose, it was agreed that Dr. V.A.V. Raman, Associate Professor, Department of

Geography and Mr. D.K. Khurana, Member Governing Body (representing non-teaching staff) be associated with this Committee. It was also agreed that the Chairman, Governing Body be authorized to nominate the third member who would be the Chairperson of this Committee. The College administration shall provide all the information in this regard to the Committee including the Report of the work done by the Admissioin Audit Committee. It was also decided that this Committee be given 3 weeks time to submit its report.

7. To report of the following Circulars/Notifications received from the University of Delhi:

The following circulars / notifications received from the University were reported and the following decisions were taken:

- i) University of Delhi letter No. Info/350/NAAC/2013 dated 07-03-2014 regarding UGC (Mandatory Assessment and Accreditation of the Educational Institute) Regulations, 2012.

Governing Body decided that OSD/Principal (Offg.) in consultation with the Secretary, Staff Council constitute a Committee to pursue this matter on priority basis.

- ii) University of Delhi Notification No. CNC-II/093/201 dated 19th March, 2014 regarding Amendments to Ordinances of the University approved by the Executive Council at its meeting held on 6th March, 2014.

It was noted that the qualification and the tenure of post of the Principal have been approved by the Executive Council at its meeting held on 6th March, 2014. It was decided that the process for appointment of regular Principal should be initiated without further delay. For this purpose, Member Secretary was authrorised to initiate the process of regular appointment of the Principal.

It was also reported by the Principal that the Code of Conduct for the teachers has also been approved by the Executive Council at its meeting held on 6th March, 2014 and the same has been notified.

- iii) University of Delhi letter No. 072/2013/CB-II/69 dated 13-02-2014 regarding constitution of Sexual Harassment Committee as per Notification No. Estab.II(i)/027/ACC/2006 dated 16-01-2014.

The Members Secretary/Principal (Offg.) reported that in accordance with Section 4 (1) of the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013, a Sexual Harassment Committee has been constituted with the following as its members:

1. Dr. Renu Rani Gupta, Associate Professor, Department of Mathematics – Presiding Officer
2. Dr. V.A.V. Raman, Associate Professor, Department of Geography
3. Ms. Jyoti Varshney, Associate Professor, Department of Mathematics
4. Dr. Swati Rajput, Assistant Professor, Department of Geography
5. Dr. K.P. Meena, Assistant Professor, Department of Hindi
6. Ms. Madhu Oberoi, Senior Assistant
7. Dr. Bulbul Das, Advocate, Member of All India Women Conference

8. To ratify and confirm the order of the Chairman, Governing Body dated 22-11-2013 regarding grant of “Extra-Ordinary Leave” (leave without pay) with lien to Dr. Sarvchetan

Katoch, Assistant Professor in the Department of English for a period of one year w.e.f. 23-11-2013 to 22-11-2014.

The Governing Body ratified and confirmed the order of the Chairman, Governing Body dated 22-11-2013 regarding grant of “Extra-Ordinary Leave” (leave without pay) with lien to Dr. Sarvchetan Katoch, Assistant Professor in the Department of English for a period of one year w.e.f. 23-11-2013 to 22-11-2014.

9. To ratify and confirm the order of the Chairman, Governing Body dated 12-12-2013 regarding grant of “Extra-Ordinary Leave” (leave without pay) with lien to Ms. Dimple Meena, Assistant Professor in the Department of Commerce for a period of one year w.e.f.13-12-2013 to 12-12-2014.

The Governing Body ratified and confirmed the order of the Chairman, Governing Body dated 12-12-2013 regarding grant of “Extra-Ordinary Leave” (leave without pay) with lien to Ms. Dimple Meena, Assistant Professor in the Department of Commerce for a period of one year w.e.f.13-12-2013 to 12-12-2014.

10. To ratify and confirm the order of the Chairman, Governing Body dated 04-01-2014 regarding grant of of “Extra-Ordinary Leave” (leave without pay) to Dr. Meetakshi Pant, Assistant Professor in the Department of Commerce to join University of Delhi on deputation basis for a period of one year w.e.f. 06-01-2014 to 05-01-2015 consequent upon her appointment as a Fellow in the Vice-Chancellor’s Fellowship Programme.

The Governing Body ratified and confirmed the order of the Chairman, Governing Body dated 04-01-2014 regarding grant of of “Extra-Ordinary Leave” (leave without pay) to Dr. Meetakshi Pant, Assistant Professor in the Department of Commerce to join University of Delhi on deputation basis for a period of one year w.e.f. 06-01-2014 to 05-01-2015 consequent upon her appointment as a Fellow in the Vice-Chancellor’s Fellowship Programme.

11. To ratify and confirm the order of the Chairman, Governing Body dated 12-02-2014 regarding grant of Study Leave to the Ms. Shuchi Priya Mittal, Assistant Professor in the Department of Commerce for a period of one year w.e.f. 21-02-2014 to 20-02-2015 to complete her Ph.D.

The Governing Body ratified and confirmed the order of the Chairman, Governing Body dated 12-02-2014 regarding grant of Study Leave to the Ms. Shuchi Priya Mittal, Assistant Professor in the Department of Commerce for a period of one year w.e.f. 21-02-2014 to 20-02-2015 to complete her Ph.D.

12. To ratify and confirm the order of the Chairman, Governing Body dated 21-02-2014 regarding grant of “Extra-Ordinary Leave” (leave without pay) with lien to Dr. Pankaj Kumar, Assistant Professor in the Department of Geography for a period of one year w.e.f. 22-02-2014 to 21-02-2015.

The Governing Body ratified and confirmed the order of the Chairman, Governing Body dated 21-02-2014 regarding grant of “Extra-Ordinary Leave” (leave without pay) with lien to Dr. Pankaj Kumar, Assistant Professor in the Department of Geography for a period of one year w.e.f. 22-02-2014 to 21-02-2015.

13. 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 decided to refer the medical bills in respect of Dr. C.S. Yadav, Retired Reader to the Registrar, University of Delhi for advice and guidance in the matter.

14. To consider the medical bill for Rs.8,74,647/- received from Apollo Hospital in respect of Dr. G.C. Tiwari, Retired Reader of our College.

The Governing Body decided that the medical bills of Dr. G.C. Tiwari be paid as per CGHS rates treating this case as an emergency medical treatment.

15. To ratify and confirm the order of the Chairman, Governing Body dated 21-11-2013 approving the appointment of the following Assistant Professors on ad-hoc basis w.e.f. 24th November, 2013 in the Pay Band of Rs. 15600-39100 with AGP of Rs.6000 in accordance with the guidelines issued by the University of Delhi for a period of 4 months or till such time regular appointments take place / leave vacancy exists, whichever is earlier.

S. No.	Name	Department
1.	Ms. Priyanka Singh	Commerce
2.	Mr. Anil Kumar	Commerce
3.	Ms. Nikunj Aggarwal	Commerce
4.	Ms. Rekha Gulia	Commerce
5.	Ms. Shikha Rajput	Commerce
6.	Dr. Vijay Vrat Arya	Commerce
7.	Ms. Pooja	Commerce
8.	Ms. Areema Pandey	Commerce
9.	Ms. Chandni Aswal	Commerce
10.	Ms. Rachna	Commerce
11.	Mr. Brijesh Yadav	Commerce
12.	Mr. Manish Kumar	Commerce
13.	Ms. Megha Agarwal	Commerce
14.	Ms. Aarthi Kadyan	Commerce
15.	Ms. Ankita Kashyap	Commerce
16.	Ms. Priyanka Aggarwal	Commerce
17.	Ms. Rachna Mathur	Economics
18.	Mr. Ram Gati Singh	Economics
19.	Ms. Rajni Kapoor	Economics
20.	Ms. Kamalika Majumdar	Economics
21.	Ms. Charu Grover	Economics
22.	Ms. Aditi Aeron Bansal	Economics
23.	Mr. Shahid Zafar	Economics
24.	Ms. Komal Agarwal	English

25.	Mr. Bijoy V S	English
26.	Mr. Jharana Rani Dh. Majhi	English
27.	Ms. Tanvi Sharma	English
28.	Ms. Kanika Sharma	English
29.	Ms. Iman Ghosh (w.e.f. 07-08-2013 to 06-12-2013)	English
30.	Mr. Rajkumar Rajan	Hindi
31.	Mr. Pravin Kumar	Hindi
32.	Dr. Hemant Kr. Himanshu	Hindi
33.	Dr. Anupam Kumar	Hindi
34.	Ms. Prerna Gautam	History
35.	Ms. Khusbhoo	Maths
36.	Dr. Md. Sanam Suraj	Maths
37.	Ms. Nikita Setia	Maths
38.	Ms. Priyambada Tripathi (w.e.f. 03-08-2013 to 02-12-2013)	Maths
39.	Ms. Indrani Banerjee	Pol. Science
40.	Ms. Priyanka Goyal	Pol. Science
41.	Dr. K.K. Krishna	Pol. Science
42.	Dr. Shantesh Kr. Singh	Pol. Science
43.	Ms. Shuchi Dhingra	Chemistry

The Governing Body ratified and confirmed the order of the Chairman, Governing Body dated 21-11-2013 approving the appointment of the aforesaid Assistant Professors on ad-hoc basis w.e.f. 24th November, 2013 in the Pay Band of Rs. 15600-39100 with AGP of Rs.6000 in accordance with the guidelines issued by the University of Delhi for a period of 4 months or till such time regular appointments take place / leave vacancy exists, whichever is earlier

16. To ratify and confirm the order of the Chairman, Governing Body dated 30-12-2013 approving appointment of the following Assistant Professors on ad-hoc basis w.e.f. 2nd January, 2014 in the Pay Band of Rs. 15600-39100 with AGP of Rs.6000 in accordance with the guidelines issued by the University of Delhi for a period of 4 months or till such time regular appointments take place / leave vacancy exists, whichever is earlier.

S. No.	Name	Department
1.	Dr. Ameshwar Naik	Pol. Science
2.	Ms. Simple Mohanty	Pol. Science
3.	Mr. Awanish Kumar	Pol. Science

The Governing Body ratified and confirmed the order of the Chairman, Governing Body dated 30-12-2013 approving appointment of the aforesaid Assistant Professors on ad-hoc basis w.e.f. 2nd January, 2014 in the Pay Band of Rs. 15600-39100 with AGP of Rs.6000 in accordance with the guidelines issued by the University of Delhi for a period of 4 months or till such time regular appointments take place / leave vacancy exists, whichever is earlier.

17. To consider for appointment of the following Assistant Professors on ad-hoc basis w.e.f. 25th March, 2014 in the Pay Band of Rs. 15600-39100 with AGP of Rs.6000 in accordance with the guidelines issued by the University of Delhi for a period upto 22nd May, 2014 or till such time regular appointments take place / leave vacancy exists, whichever is earlier:

S. No.	Name	Department
1.	Ms. Priyanka Singh	Commerce
2.	Mr. Anil Kumar	Commerce
3.	Ms. Nikunj Aggarwal	Commerce
4.	Ms. Rekha Gulia	Commerce
5.	Ms. Shikha Rajput	Commerce
6.	Dr. Vijay Vrat Arya	Commerce
7.	Ms. Pooja	Commerce
8.	Ms. Areema Pandey	Commerce
9.	Ms. Chandni Aswal	Commerce
10.	Ms. Rachna	Commerce
11.	Mr. Brijesh Yadav	Commerce
12.	Ms. Megha Agarwal	Commerce
13.	Ms. Aarthi Kadyan	Commerce
14.	Ms. Ankita Kashyap	Commerce
15.	Ms. Priyanka Aggarwal	Commerce
16.	Ms. Rachna Mathur	Economics
17.	Mr. Ram Gati Singh	Economics
18.	Ms. Rajni Kapoor	Economics
19.	Ms. Kamalika Majumdar	Economics
20.	Ms. Charu Grover	Economics
21.	Ms. Aditi Aeron Bansal	Economics
22.	Mr. Shahid Zafar	Economics
23.	Ms. Komal Agarwal	English
24.	Mr. Bijoy V S	English
25.	Mr. Jharana Rani Dh. Majhi	English
26.	Ms. Tanvi Sharma	English
27.	Ms. Kanika Sharma	English
28.	Ms. Iman Ghosh (w.e.f. 07-04-2014)	English
29.	Mr. Rajkumar Rajan	Hindi
30.	Mr. Pravin Kumar	Hindi
31.	Dr. Hemant Kr. Himanshu	Hindi
32.	Dr. Anupam Kumar	Hindi
33.	Ms. Prerna Gautam	History
34.	Ms. Khusbhoo	Maths
35.	Dr. Md. Sanam Suraj	Maths

36.	Ms. Nikita Setia	Maths
37.	Ms. Priyambada Tripathi (w.e.f. 03-04-2014)	Maths
38.	Ms. Indrani Banerjee	Pol. Science
39.	Ms. Priyanka Goyal	Pol. Science
40.	Dr. K.K. Krishna	Pol. Science
41.	Dr. Shantesh Kr. Singh	Pol. Science
42.	Ms. Shuchi Dhingra	Chemistry

The Governing Body approved the appointment of the aforesaid Assistant Professors on ad-hoc basis w.e.f. 25th March, 2014 in the Pay Band of Rs. 15600-39100 with AGP of Rs.6000 in accordance with the guidelines issued by the University of Delhi for a period upto 22nd May, 2014 or till such time regular appointments take place / leave vacancy exists, whichever is earlier.

There being no other item, agenda of the Evening College was taken up.

(Dr. P.K. Khurana)

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

(Prof. Vinod Kumar)

Chairman, Governing Body