

Minutes of the 73rd Meeting of the Governing Body

The 73rd Meeting of the Governing Body was held on Thursday, the 20th August, 2015, at 11.00 a.m. in the Conference Room of the College.

The following members were present:

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| 1. Air Vice Marshal Rakesh Yadav (Retd.) AVSM VSM | - | Chairman |
| 2. Shri Krishan Kumar Yadav | - | Treasurer |
| 3. Professor Devesh Kumar Sinha | - | Member |
| 4. Prof.K.S.Rao | - | Member |
| 5. Dr. Saroj Kumar Shukla | - | Member |
| 6. Ms. Manu Kataria | - | Member |
| 7. Dr. Mohanlal Panda | - | Member |
| 8. Shri N.K. Chaudhary | - | Member |
| 9. Shri K.K. Kapoor | - | Member |
| 10. Prof.Rehana Khatoon | - | Member |
| 11. Shri Lakhendra Singh | - | Member |
| 12. Shri Puneesh K. Kapoor | - | Member |
| 13. Prof. N. Chatterjee | - | Member |
| 14. Shri Rohit Chibber | - | Non-Teaching Rep. |
| 15. Dr. Balaram Pani | - | Member-Secretary |

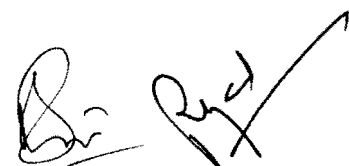
Shri M.K. Venu has denied to accept the membership of the Governing Body.

At the outset the Principal & Member-Secretary Dr. Balaram Pani welcomed all the members to the meeting. All the members were pleased to give self introduction. Members nominated from the Govt. of NCT of Delhi placed their thanks to the Govt. of NCT of Delhi for having been nominated to this college. After the introduction session, Dr. Balaram Pani informed about the constitution of the Governing Body i.e.:

1. Ten members are nominated by the Govt. of NCT of Delhi, out of which five members are from the University of Delhi and five members are from the Govt. of NCT of Delhi.
2. Two members are University Representatives nominated by the University of Delhi
3. Two members are College Representatives nominated by the College
4. Principal is the Ex Officio Member Secretary.

Further, the Member-Secretary requested the members to conduct the election of the Chairman and appointment of Treasurer. All the governing body members requested the present Chairman, Prof. Devesh K. Sinha to conduct the election of the Chairman.

At the outset Prof. Devesh K. Sinha welcomed all the members of the Governing Body and placed his sincere thanks to the Govt. of NCT of Delhi for having nominated learned members on the Governing Body of the College. He further, stated that the college has been doing well in the recent years and assured that it will continue to do better in future also.



ITEM NO.1/73 – ELECTION OF CHAIRMAN OF THE GOVERNING BODY

Under Ordinance XVIII 3(3) of the University of Delhi, for the election of Chairman, the name of Air Vice Marshal (Retd.) Rakesh Yadav AVSM VSM, was proposed by Prof. Rehana Khatoon and seconded by Shri K.K. Kapoor and Shri Puneesh K. Kapoor. Air Vice Marshal (Retd.) Rakesh Yadav AVSM VSM, was elected Chairman unopposed, for a period of one year provided that this does not exceed his current term as a Member of the Governing Body and shall be eligible for re-election. Air Vice Marshal (Retd.) Rakesh Yadav AVSM VSM, took over as Chairman from Prof. Devesh K. Sinha and conducted the meeting further.

ITEM NO. 2/73 – APPOINTMENT OF TREASURER OF THE GOVERNING BODY

Under Ordinance XVIII 4(1) Dr. Mohanlal Panda proposed the name of Shri Krishan Kumar Yadav, seconded by Prof. N. Chaterjee for appointment as Treasurer of the Governing Body to supervise the receipts and expenditure of the Governing Body, who shall be responsible for the proper keeping of college accounts. Shri Krishan Kumar Yadav was appointed as Treasurer of the Governing Body unopposed for a period of one year.

ITEM NO. 3/73 – OPENING REMARKS OF THE CHAIRMAN

Air Vice Marshal (Retd.) Rakesh Yadav AVSM VSM, the newly elected Chairman, welcomed all the members of the Governing Body. He expressed his gratitude for having taken over as Chairman of the Governing Body of this College and requested all the members of the governing body to give their valuable suggestions/advice for the upliftment of the college from time to time.

ITEM NO. 4/73 – REPORT OF THE PRINCIPAL

Dr. Balaram Pani, Principal of the College and Member-Secretary of the Governing Body, welcomed all the members. He reported that "I place my sincere thanks to Prof. Devesh K. Sinha and Prof. K.S. Rao, who have helped me a lot within 2-3 months' interaction. They also gave me their valuable advise from time to time. I expect the same help from all the other Governing Body Members also. During the Chairmanship of Prof. Devesh K.Sinha, the staff members have been promoted, three new courses have been approved by the University of Delhi. A letter has been sent to the Directorate of Higher Education for their approval.

ITEM NO. 5/73 – ACTION TAKEN REPORT

The Member-Secretary informed that constitution of Condemnation Committee has been notified to the concerned members for further necessary action.

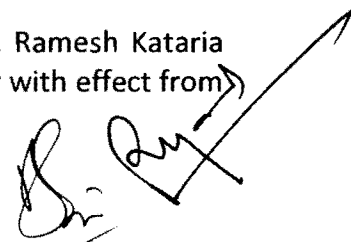
ITEM NO. 6/73 – CONFIRMATION OF THE MINUTES

The minutes of the 72nd meeting of the Governing Body, held on 27th July, 2015 were deliberated upon and **were confirmed**.

ITEM NO. 7/73 – ITEMS FOR CONSIDERATION

The Member-Secretary informed the details of Dr. Ramesh Kataria and placed his request for resignation from the post of Assistant Professor in the Department of Chemistry.

The Governing Body Members accepted the resignation of Dr. Ramesh Kataria from his regular post of Assistant Professor in the Department of Chemistry with effect from



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13th June, 2013 (afternoon) i.e. the date from which Dr. Ramesh Kataria proceeded on Extra Ordinary Leave (with lien) to join Panjab University, Chandigarh.

ITEM NO. 8/73 – REPORTING ITEMS

The promotion of Shri Rajiv Kumar Dawar as Section Officer and Mrs. Ira Sharma as Senior Assistant w.e.f. 10.8.2015 and 11.8.2015, respectively, were noted and ratified by the Governing Body.

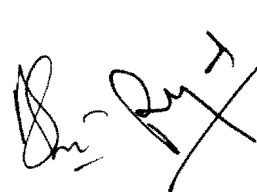
ITEM NO. 9/73 – ANY OTHER ITEMS WITH THE PERMISSION OF THE CHAIR.

A. ITEMS FOR CONSIDERATION

- i. **Confirmation of Services of Mrs. Usha Sati as Junior Assistant** – It was informed about the case of Mrs. Usha Sati, who is working on the post of Junior Assistant on temporary basis and the reasons for the same, as per details given in **Annexure I**. After discussion, the members approved the confirmation of Mrs. Usha Sati in her post of Junior Assistant with effect from 26.02.2008 the date the vacancy of Junior Assistant has fallen vacant on regular basis.
- ii. **Consideration of request of Mrs. Harmeet Kaur for Extra Ordinary Leave** – The Member-Secretary informed the members about the case of Mrs. Harmeet Kaur in detail, as per **Annexure II**. After a detailed deliberation and earlier decision of the Governing Body, all the members unanimously decided that Mrs. Harmeet Kaur be directed to join her duty latest by 30th September, 2015 failing which her services as Junior Assistant be terminated with effect from the date she proceeded on Extra Ordinary Leave.
- iii. **Consideration of request of Mrs. Amita Misra for Extra Ordinary Leave** – The Member-Secretary informed the members about the case of Mrs. Amita Misra in detail, as per **Annexure III**. After a detailed deliberations and earlier decision of the Governing Body, all the members unanimously decided that Mrs. Amita Misra be directed to join her duty latest by 30th September, 2015 failing which her services as Assistant Professor in the Department of Computer Science be terminated with effect from the date she proceeded on Extra Ordinary Leave.
- iv. **Consideration to transfer funds from Students' Fund Account to meet salaries.**

The Member Secretary informed the Governing Body members that at times the grant-in-aid under the Head Salaries, is not received from the Directorate of Higher Education, in time. In order to meet the salary of the staff, permission of the Governing Body is sought to transfer the funds, on refundable basis, from Students' Fund Account.

After a detailed deliberations and discussions, the Governing Body authorised the Principal to withdraw money from the Students' Fund Account to meet the salary of the staff on refundable basis. As soon as the grant in aid is received from the Directorate of Higher Education, the required amount shall be credited in the Students' Fund Account. Details attached – **Annexure IV**.



v. **Consideration for transfer of funds from Plan to Non Plan and Vice-versa under the other than salaries Head.**

The Member-Secretary informed the members that at times the sufficient funds are not available under the budget head **other than salaries – Non Plan** but funds are available in **other than salaries – Plan**. In order to keep the balance between the Plan and Non-Plan budget head, permission of the Governing Body is sought to transfer funds from **Plan to Non-Plan or vice-versa**, as and when required. Details are given in **Annexure IV**. The Member Secretary also informed that this kind of transfer is suggested by the Sr. Accounts Officer of the Directorate of Higher Education, Govt. of NCT of Delhi.

After detailed deliberations and discussions, the Governing Body authorised the Principal to transfer the funds under the budget head **Other than Salaries – Plan to Other than Salaries – Non Plan or vice-versa**, on case to case basis.

vi. **Applications for the post of Vice-Principal**

The Member-Secretary informed the Governing Body that two applications for the post of Vice-Principal have been received i.e. from Dr. Shalini Sharma and Dr. Eram Shahid Rao and requested for constitution of a Screening Committee.

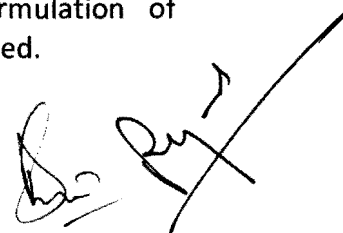
The Governing Body constituted the Screening Committee consisting of Prof. N. Chatterjee (as Chairman) and Prof. Rehana Khaton (as Member).

vii. **Revised guidelines in the formation of Condemnation Committee.**

The Member-Secretary informed the Governing Body about the constitution of a Condemnation Committee with the approval of the Governing Body. However, he placed the following suggestions, to be incorporated in the above said committee:

- a. The Condemnation Committee may be re-named as **Central Condemnation Committee of the College**.
- b. Bursar of the College (ex officio) may be designated as Convener of the Committee.
- c. IT Expert may also be nominated, through Principal.
- d. Departments not having appropriate faculty member, may nominate from other departments.
- e. Condemnation list is subject to approval from the Radiation Officer of the University of Delhi.

The Governing Body Members approved the above modifications in the Condemnation Committee renamed as **Central Condemnation Committee of the College**. The guidelines of this Central Condemnation Committee regarding formulation of Departmental Committee and the proforma for condemnation was also approved.



B. Reporting Items.

i. Appointment of Teaches on Ad-hoc basis.

The Governing Body Members noted and ratified the appointment of the following persons as Assistant Professor on ad-hoc basis, as per the University of Delhi rules:

1. Dr. Sakshi Khurana, Department of Food Technology
2. Ms. Dipti Sharma, Department of Food Technology
3. Shri Hari Om Sharan Sinha, Department of Computer Science
4. Ms. Anshika Singh, Department of Computer Science
5. Ms. Amandeep Kaur, Department of Instrumentation

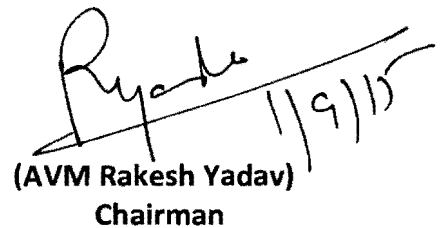
ii. Appointment of Non-Teaching Staff.

The Governing Body Members noted and ratified the appointment of Shri Nagendra Singh Rawat as Library Attendant on contract basis.

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



(Dr. Balaram Pani)
Member-Secretary



(AVM Rakesh Yadav)
Chairman