



Bhaskaracharya College of Applied Science
(University of Delhi)
Sector-2, Dwarka, New Delhi 110075

**MINUTES OF THE 75th MEETING
OF THE GOVERNING BODY**

DATE **MONDAY THE 12TH JANUARY, 2016**

TIME **11:00 a.m.**

VENUE: **CONFERENCE ROOM, BHASKARACHARYA
COLLEGE OF APPLIED SCIENCES,
SECTOR-2, DWARKA,
NEW DELHI – 110075.**

MINUTES OF THE 75th MEETING OF THE GOVERNING BODY

The 75th meeting of the Governing Body was held on Tuesday, the 12th January, 2016 at 11:00 AM in the Conference Room of the College.

The following members were present

- | | | |
|-----------------------------|---|-----------------------------------|
| 1. AVM (Retd.) Rakesh Yadav | - | Chairman |
| 2. Shri Krishan Kumar Yadav | - | Treasurer |
| 3. Prof. K.S. Rao | - | Member |
| 4. Shri K.K. Kapoor | - | Member |
| 5. Shri Lakhendra Singh | - | Member |
| 6. Shri Puneesh K. Kapoor | - | Member |
| 7. Prof. N. Chatterjee | - | Member |
| 8. Dr. Shalini Sehgal | - | Special Invitee |
| 9. Dr. Vandita Gupta | - | Member |
| 10. Dr. Siddharth Sirohi | - | Member |
| 11. Shri Rohit Chibber | - | Non-Teaching Staff Representative |
| 12. Dr. Balaram Pani | - | Member-Secretary |

The following members could not attend the meeting due to pre-occupation:

1. Prof. Devesh Kumar Sinha
2. Dr. Mohanlal Panda
3. Shri N.K. Chaudhary
4. Prof. Rehana Khatoon

ITEM NO: 1/75 : Opening remarks of the Chairman

At the outset the Chairman welcomed the members of the Governing body and wished that college is progressing both academically and administratively and will continue to progress.

ITEM NO: 2/75 : Report of the Principal

The Member-Secretary read out the action taken on the matter as decided in the last meeting of the Governing Body.

ITEM NO 3/75 Action taken report

The Member Secretary informed the Governing Body Members about the action taken on the following subject matters:


(Dr. Balaram Pani)
Member-Secretary


(AVM (Retd.) Rakesh K. Yadav)
Chairman

A. Progress in the work related to accreditation of the College.

The process for getting the college accredited by the National Assessment and Accreditation Council (NAAC) has already been started and the necessary documentations are being done on priority basis.

B. WR(C) No. 9614/2015 & CM AppIN. 22769/2015 (stay) titled Rajendra Singh & Ors. V/s University of Delhi & Ors.

The Hon'ble High Court of New Delhi, directed to treat the petition of 13 Petitioners as Representation to the College, claiming that their ad-hoc services be regularized. The Governing Body of the College constituted a committee for the purpose and also directed the college to write a letter to the University of Delhi for relaxation of age in the case of ad-hoc employees. The Committee recommended issuing a letter to all the 13 petitioners informing them that their claim for regularization of their services in the college has been rejected and the same has been intimated to all of them. Letter to the University of Delhi seeking their approval for age relaxation has also been communicated as per the Committee's recommendations.

ITEM NO. 4/75 Confirmation of the Minutes.

As no observations/comments have been received from the Governing Body Members, the Minutes of the 74th Meeting of the Governing Body have been confirmed which have been circulated through email to all the members.

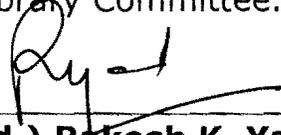
ITEM NO. 5/75 - ITEMS FOR CONSIDERATION

A. Procedure for procurement of Books for Library for the year 2015-16.

The Member Secretary informed the Members that in a meeting of the Library Committee, held on 9th December 2015, and in the Staff Council Meeting Dated 14.12.2015, the following have been approved.

B. In view of the weak response in receiving the quotations for the purchase of library books the committee unanimously decided that the books should be purchased for the library, from the UGC grant, adopting the previous procedure whereby books were being purchased @ 15% discount from the vendors who were willing to follow our terms and conditions as were earlier adopted in the Library Committee.


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Chairman

The Governing Body has also decided that for the purchase of books from the Grant-in-Aid received from Directorate of Higher Education will be carried out in consultation with the Finance Committee as per the previous purchase procedures, as decided by the Library Committee.

The Governing Body Members resolved to approve the following:

- i. Recommendations of the Library Committee regarding procedure for procurement of library books for the year 2015-16. However, one correction was carried out in the second last line of the third paragraph of page 3 of the Agenda i.e. it should have been **vendors** instead of vendor.
- ii. The college can explore the possibilities for e-books facility to the students.
- iii. If the Library Committee feels short of funds for the purchase of essential books, in the larger interest of the students, the required funds can be withdrawn from the **Students' Fund Account** after getting the approval of the competent authority. However, the amount for purchase of books which is already allocated in the Budget can also be withdrawn from the **Students' Fund Account** if not received in time provided the same will be replenished as soon as the grant-in-aid is received. The Principal is hereby authorized for the same.
- iv. The books must be purchased by the end of February, 2016, for the Financial Year 2015-2016.
- v. The Governing Body also approved for up-gradation of I.T. and Laboratories from the Students' Fund Account.

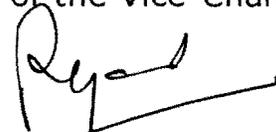
C. Report of the Discipline Committee/Inquiry Committee

The report of the Disciplinary/Inquiry Committee, constituted by the Governing Body, in the case of Ms. Amita Misra, Assistant Professor in the Department of Computer Science and Ms. Harmeet Kaur, Junior Assistant, was discussed and deliberated upon at length. The following were resolved to approve:

1. Ms. Amita Misra, Assistant Professor, be sent a letter directing her to join her duties latest by 1st February, 2016, If she fails to resume her duties by 1st February, 2016, then the case will be processed to get the approval and directions of the Vice-Chancellor, University of Delhi.



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2. Ms. Harmeet Kaur, Junior Assistant, be sent a letter directing her to join her duties latest by 1st February, 2016 positively, failing which the said letter will be treated as her termination letter. Accordingly, her services will be terminated immediately and no further correspondence will be entertained in this regard.
3. The absence from duty on **24.8.2011 and 25.8.2011** in case of Ms. Harmeet Kaur, be treated as **unauthorized absence**.
4. Further action in the case of Ms. Amita Misra will be taken by the Chairman, Governing Body and the Principal, based on the directions of the Vice-Chancellor, University of Delhi.

D. Introduction of Short Term Courses in the Department of Biomedical Sciences.

The Member Secretary informed the Hon'ble Governing Body Members that a request letter 22/12/2015 has been received from Dr. Uma Dhawan who is Course Co-ordinator for Add-on certificate Course in **Bioinformatics and In-Silico Drug Discovery**, requesting for the revision of fees for the above Course for 2015-16 batch,

The above course is being run jointly by the Acharaya Narendra Dev College (ANDC) & Bhaskaracharya College of Applied Sciences (BCAS). The duration for the courses is 128 hours (Sundays & holidays) with 40 seats and the course is self financed. It was also informed that the revision of fee has been approved by the Governing Body of the ANDC also.

The Governing Body Members resolved to approve the following in respect of Add-on Certificate Course in **Bioinformatics and in silico Drug Discovery**:

Revision of fee from Rs.4,500/- to **Rs.5,000/-** for students of Bhaskaracharya College of Applied Sciences and Acharya Narendra Dev College and from Rs.5,500/- to **Rs.6,000/-** for students from other colleges.

E. Proposal for waste paper recycling services

The Member-Secretary informed the Governing Body Members that the college has received a proposal from **JAAGRUTI™ Waste Paper Recycling Services** offering to collect the waste papers, magazines, news papers, etc. and in lieu of the same they will supply recycled paper in the following shape:



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Member-Secretary



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Chairman

	1 tonne of Office Grade	1 tonne of Magazine and Newspaper Grade (includes Shredded Office Grade Paper)
Small Spiral Notepad (7.25 inches x 4.75 inches; 80 pages; 70 GSM)	1100 Nos.	910 Nos.
Large Spiral Notepad (9.75 inches x 7.25 inches; 80 pages; 70 GSM)	650 Nos.	540 Nos.
Reams of A4 Paper (1 Ream = 500 Sheets; 75 GSM)	81 Reams	73 Reams

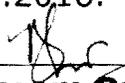
*Customizing of Notepads can be done with single colour screen printing on the Front Cover of the Notepads.

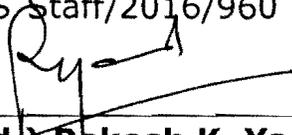
The college is presently having waste news papers/magazine paper waste (approx 600kg) and shredded papers. It is proposed college may sell the waste papers, magazines, shredded papers, etc. to the above vendor and in return receive the desired items in lieu of it. This proposal will save expenditure on stationary item to some extent.

The Governing Body Members considered and deliberated upon this proposal and resolved to approve the above proposal, and that college can receive the stationery items as per the requirement of the Office. The members further directed the college to prepare Memorandum of Understanding with **JAAGRUTI™ Waste Paper Recycling Services** for a period of one year.

F. Status of the employees working on ad-hoc basis including 13 petitioners.

The Member-Secretary informed the Governing Body that 13 employees, working on ad-hoc basis as Laboratory Attendants/Office Attendant, filed a writ petition in the Hon'ble High Court of New Delhi, claiming regularization of their services. A final judgment was passed and it was directed to the college that the said writ petition be treated as **Representation**. Accordingly, the college heard the petitioners individually and rejected their claim for regularization of their services in the college. Further, a letter was also written to the University of Delhi seeking advice on the matter. The University of Delhi has stated that posts of MTS for Laboratory and Library cadres can either be filled up only on permanent basis or on contractual basis for a period not exceeding six months as per the rules of the University in the matter. The remuneration shall be payable in consonance with the notification dated 9.3.2015 vide letter No. CB.III/Clari-MTS Staff/2016/960 dated 7.1.2016.


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The Governing Body Members considered and deliberated upon the status of employees who are working on ad-hoc basis including 13 petitioners. The Governing Body Members resolved to approve the following:

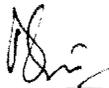
1. A letter be written to the Directorate of Higher Education informing them about the peculiar situation existing in the college and request them to release the posts immediately so that college can go ahead with the recruitment process in the larger interest of the college.
2. Issue letters to the 13 petitioner employees, working on ad-hoc basis informing them that their ad-hoc services will continue till 31.3.2016. The same will also be communicated to other employees working on ad-hoc basis that their ad-hoc services will continue till the date of their previous appointment offer. They should also be informed that guidelines have been received from the University of Delhi, for appointment on contractual basis for Multi Tasking Staff (MTS).
3. The process to engage persons on contractual basis for the post of Laboratory/Library Attendant will be initiated latest by 15th February, 2016.

ITEM NO. 6/75 REPORTING ITEMS.

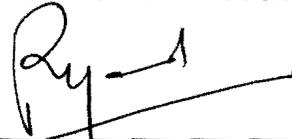
A. Condemnation of unserviceable articles:

The Governing Body Members noted and ratified the following:

- a. The Central Condemnation Committee (CCC) constituted for condemnation of unserviceable items and its disposal, in its meeting held on 17.12.2015, approved the recommendations of Departmental Sub committees and respective proposals by the Department of Electronics, Computer Science, Biomedical Science, Biology, Mathematics, Food Technology, Biochemistry, Chemistry, Library and the Administrative Office for the Disposal and consented to written off the equipment / instrument having details as mentioned in Section 'I' of their respective proformae. The reserve price fixed for the Lot 1 of Lab. equipment and e-waste was fixed at Rs. 25,407/- and Lot 1 of wooden and furniture item as Rs. 5,045/-.



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- b. Approval of the Chairman, Governing Body was also sought to the proposal of the Committee for the disposal of unserviceable and Condemned items, as decided electronically, to give Permanent staff members an offer to take one desired item from these condemned items per person, if any, at the Residual Price fixed by the CCC. However, none of the offer came before the committee.
- c. With due approval from the competent authority, the limited tender, as per GFR 197, to dispose off these condemned items has already been floated with last date 25.01.2016, 11:00 a.m. for registered vendors of M/s MSTC Ltd.
- d. Based on the technical report of the Technical Officer, Central Workshop, DTC to condemn the motor car vehicle DL9CQ7729, the recommendations of the Motor Licensing Officer (SWZ-1) Palam Authority, Dwarka (MLO) has also been obtained and was also placed before the CCC in its meeting held on 17.12.2015. The CCC has recommended condemning the vehicle in question and has approved the reserved price of Rs. 20,000, has been fixed by the MLO.

B. Recommendation of the Leave Committee:

The Governing Body Members noted and ratified the recommendations of the Leave Committee for granting Child Care Leave to Dr. Purnima Anand w.e.f. 4.1.2016 to 30.4.2016. Also, the appointment of teacher on ad-hoc basis during the leave period of Dr. Purnima Anand, as per the rules of the University of Delhi.

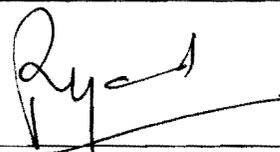
C. Appointment of Teaching Staff on ad-hoc basis:

The Governing Body Members noted and ratified the appointment & termination of following teachers on ad-hoc basis as per the details given below:

S.No.	Name	Department	Date of Joining	Date of Termination
1.	Dr. Kapil Roy	Biomedical Science	20.11.2015 (F.N.)	18.12.2015 (A.N.)
2.	Dr. Neha Singh	Biomedical Science	20.11.2015 (F.N.)	18.12.2015 (A.N.)
3.	Ms. Ratyakshi	Biomedical Science	20.11.2015 (F.N.)	18.12.2015 (A.N.)



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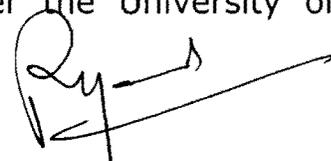
4.	Sh. Parveen Kumar	Computer Science	20.11.2015 (F.N.)	18.12.2015 (A.N.)
5.	Ms. Seema	Computer Science	20.11.2015 (F.N.)	18.12.2015 (A.N.)
6.	Sh. Arun K Gautam	Computer Science	20.11.2015 (F.N.)	18.12.2015 (A.N.)
7.	Sh. Jayant Sharma	Computer Science	20.11.2015 (F.N.)	18.12.2015 (A.N.)
8.	Ms. Gurkiran Kaur	Instrumentation	20.11.2015 (F.N.)	18.12.2015 (A.N.)
9.	Ms. Shweta Dua	Instrumentation	20.11.2015 (F.N.)	18.12.2015 (A.N.)
10.	Sh. Pawan Kumar	Instrumentation	20.11.2015 (F.N.)	18.12.2015 (A.N.)
11.	Ms. Shakti Sharma	Instrumentation	20.11.2015 (F.N.)	18.12.2015 (A.N.)
12.	Dr. Anil Kumar	Instrumentation	20.11.2015 (F.N.)	18.12.2015 (A.N.)
13.	Sh. Manoj Kumar	Instrumentation	20.11.2015 (F.N.)	18.12.2015 (A.N.)
14.	Sh. Rakesh	Instrumentation	20.11.2015 (F.N.)	18.12.2015 (A.N.)
15.	Sh. Anil Dutt	Instrumentation	20.11.2015 (F.N.)	18.12.2015 (A.N.)
16.	Dr. Tejpal Dhewa	Microbiology	20.11.2015 (F.N.)	18.12.2015 (A.N.)
17.	Dr. Neha Bansal	Microbiology	20.11.2015 (F.N.)	18.12.2015 (A.N.)
18.	Sh. Kavindra Kumar	Physics	20.11.2015 (F.N.)	18.12.2015 (A.N.)
19.	Ms. Geeta Rani	Physics	20.11.2015 (F.N.)	18.12.2015 (A.N.)
20.	Dr. Pawan K Dabas	Physical Education	20.11.2015 (F.N.)	18.12.2015 (A.N.)
21.	Dr. Krishna Dutt	Polymer Science	20.11.2015 (F.N.)	18.12.2015 (A.N.)
22.	Dr. Anil Barak	Polymer Science	20.11.2015 (F.N.)	18.12.2015 (A.N.)
23.	Dr. Prem Lata Meena	Polymer Science	20.11.2015 (F.N.)	18.12.2015 (A.N.)
24.	Dr. Manjeet Singh	Polymer Science	20.11.2015 (F.N.)	18.12.2015 (A.N.)
25.	Ms. Shaheen Ishrat	Computer Science	20.11.2015 (F.N.)	2.12.2015 (A.N.)
26.	Dr. Shvetambri	Biochemistry	20.11.2015 (F.N.)	18.12.2015 (A.N.)
27.	Dr. Jagjit Singh	Physics	20.11.2015 (F.N.)	18.12.2015 (A.N.)
28.	Ms. Sakshi Khurana	Food Technology	4.12.2015 (A.N.)	18.12.2015 (A.N.)
29.	Ms. Dipti Sharma	Food Technology	4.12.2015 (A.N.)	18.12.2015 (A.N.)
30.	Sh. Hari Om Sharan	Computer Science	4.12.2015 (A.N.)	18.12.2015 (A.N.)
31.	Ms. Anshika Singh	Computer Science	4.12.2015 (A.N.)	18.12.2015 (A.N.)
32.	Ms. Sonia Devi	Biomedical Sciences	4.12.2015 (A.N.)	18.12.2015 (A.N.)
33.	Dr. Deepak Gupta	Chemistry	26.8.2015 (F.N.)	18.12.2015 (A.N.)
34.	Sh. Amit KUMAR	Polymer Science	7.9.2015 (F.N.)	18.12.2015 (A.N.)
35.	Ms. Amandeep Kaur	Instrumentation	17.8.2015 (F.N.)	16.12.2015 (A.N.)

ITEM NO. 7/75 Any other item with the permission of the Chair.

- A.** Based on the work load recommended by the Academic Committee of the College, the Governing Body Members noted and ratified the appointment of all the above teachers except at S.No.25 with effect from 4th January, 2016 (forenoon) as per the University of Delhi norms.



**(Dr. Balaram Pani)
Member-Secretary**



**(AVM (Retd.) Rakesh K. Yadav)
Chairman**

B. The Governing Body Members noted and ratified the matter regarding selection of the following persons on ad-hoc basis:

1. Shri Panjabi Singh, Deptt. of Mathematics – under OBC category
2. Ms. Suman Bharti, Deptt. of Electronics – under SC category
3. Dr. Pawan Kumar Kanaujia, Deptt. of Microbiology – under SC category
4. Ms. Arti Malyan, Deptt. of Electronics-under Gen category

Further, it was informed to the members that one vacancy of Assistant Professor is required to be filled up in the Department of Food Technology under ST category. However, no ST category candidate is on the panel of the University of Delhi. Prof. K.S. Rao suggested that College can try to get the names of the candidates under ST Category from National Institute of Food Technology and Management.

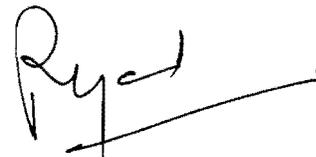
C. The Member-Secretary informed the Governing Body that consequent upon the increase in the sanctioned strength of students, the post of Administrative Officer, Senior Assistant and Junior Library & Information Assistant are to be filled up through promotion, as per University of Delhi norms, and requested the Governing Body to approve filling up the said posts by promotion.

The Governing Body members unanimously agreed and resolved to fill up the above posts by promotion after obtaining **concurrence** of the Directorate of Higher Education, Govt. of NCT of Delhi.

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



(Dr. Balaram Pani)
Member-Secretary



(AVM (Retd.) Rakesh K. Yadav)
Chairman