

ADITI MAHAVIDYALAYA
(UNIVERSITY OF DELHI)
BAWANA,
DELHI-110 039.

**MINUTES OF MEETING OF THE 104th GOVERNING BODY MEETING
OF ADITI MAHAVIDYALAYA**

The 104th meeting of the Governing Body (GB) of Aditi Mahavidyalaya was held on 6th March, 2019 at 2.00 p.m. in the Principal's Office. The following members were present in the meeting:

Shri Prabhanjan Jha,
Chairman

Dr. Mamta Sharma,
Member Secretary

Sh. Bhupinder Punia
Treasurer

Sh. Amrendra Kumar

Dr. Jyotish Joshi

Sh. Arun Bhardwaj

Dr. Mehrunnisa Parvez

Dr. Manju Bala

Sh. Dharam Vir Sharma

Mr. Deepak

Mr. Ajay Gupta

Dr. Kamlesh Rani,
Teacher's Representative

Ms. Pawan,
Special Invitee

ITEM NO.1

To confirm the minutes of meeting of Governing Body No.103 held on 26th December, 2018.



Resolved that:

The Governing Body confirmed the minutes of meeting of Governing Body No.103 held on 26th December, 2018.

ITEM NO.2

To approve the adhoc appointment of the following Assistant Professors in the pay scale of Rs.57,700.00 (Academic Level 10) (As per VII CPC) plus other usual allowances permissible under the University rules for a period mentioned against their names or till the permanent appointments are made, whichever is earlier, subject to approval of the Governing Body vide minutes of the meeting of Selection Committee held on 7.1.2019:

Sl.No.	Name	Subject	Period
1.	Ms.Monica (Against the leave vacancy of Dr.Pooja Khanna)	English	8.1.2019 to 6.4.2019
2.	Dr.Divya Kalra (Against the leave vacancy of Dr.Hema Gupta)	Commerce	10.1.2019 to 27.4.2019
3.	Ms.Savita Sharma (Against the leave vacancy of Ms.Manisha)	Economics	8.1.2019 to 6.4.2019

Resolved that:

The Governing approved the above appointments on adhoc basis.

ITEM NO.3

To approve the appointment of the following teachers on guest basis:

1. Mr.Lalan Kumar in Hindi (against the leave vacancy of Dr.Meena Budhiraja) vide minutes of the Selection Committee Meeting held on 30.1.2019.
2. Dr.Bhawna in Hindi (against the leave vacancy of Dr.Meena Budhiraja) vide minutes of the Selection Committee Meeting held on 30.1.2019.
3. Ms.Garima Singh in Hindi (against the leave vacancy of Dr.Meena Budhiraja) vide minutes of the Selection Committee Meeting held on 30.1.2019.
4. Mr.Santosh Kumar Jha in Political Science vide approval of the Chairman on the note sheet 24.1.2019.
5. Mr.Shankar in Mathematics against the leave vacancy of Dr.Suruchi Singh vide approval of the Chairman on the note sheet dated 23.1.2019.
6. Dr. Rajesh Kumar Mishra in Sanskrit vide approval of Chairman on the note sheet dated 14.1.2019.
7. Ms.Jaya Singh Parihar in EVS vide approval of Chairman on the note sheet dated 8.1.2019.

8. Dr.Pravin Kumar Jha, Hindi Patrakarita Avam Jansanchar against the leave vacancy of Dr.Mala Misra vide approval of Chairman on the note sheet dated 10.1.2019.
9. Dr.Ritu Kaushik, Psychology vide approval of Chairman on the note sheet dated 1.1.2019.
10. Dr.Satya Prakash Singh – Hindi against the leave vacancy of Dr.Rashmi Sharma vide approval of Chairman on the note sheet dated 7.1.2019.
11. Dr.Arushi Chhabra – Food Technology (Home Science) vide approval of Chairman on the note sheet dated 26.2.2019.

Resolved that:

The Governing approved the above appointments on guest basis.

ITEM NO.4

To approve the grant of Child Care Leave to the following for the period mentioned against their names as per University rules:

Teaching Faculty:

Long Leave

1. Dr.Hema Gupta (From 10.1.2019 to 27.4.2019)
2. Dr.Pooja Khanna (From 8.1.2019 to 8.8.2019)
3. Dr.Mala Misra (From 10.1.2019 to 28.3.2019)
4. Dr.Archana Sawshilya (From 10.1.2019 to 25.4.2019)
5. Dr.Rashmi Sharma (From 7.1.2019 to 28.3.2019)
6. Dr.Suruchi Singh (From 16.1.2019 to 8.11.2019)

Short Leave

1. Dr.Manju Rani, Assistant Professor in Hindi – 16.1.2019 to 14.2.2019
2. Dr.Sunita Bahmani, Associate Professor in Social Work – 25.2.2019 to 15.3.2019
3. Dr.Nalini Singh, Assistant Professor in History – 14.2.2019 to 22.2.2019

Non Teaching:

1. Ms.Lado – 18.2.2019 to 15.3.2019
2. Ms.Anju Panchal – 31.12.2018 to 18.1.2019

Resolved that:

The Governing approved the Child Care Leave to above teachers and non teaching staff as per University rules.

Manoj Sharma

Panchal

DATE | | | | | | | | | |

ITEM NO.5

To approve the Appointment of Dr.Poonam Yadav as Bursar for the period from 1.2.2019 to 31.1.2020 vide approval of the Chairman on the note sheet dated 30.1.2019.

Resolved that:

The Governing approved the appointment of Dr.Poonam Yadav as Bursar for the period from 1.2.2019 to 31.1.2020.

ITEM NO.6

To approve the appointment of Ms.Kusum as full time Nurse on contractual basis for a period of 180 days i.e. for the period from 4.2.2019 2.8.2019 vide recommendations of Convener, Medical Committee and approval of Chairman on the note sheet dated 4.2.2019.

Resolved that:

The Governing Body approved the appointment of Ms.Kusum as full time Nurse on contractual basis for a period of 180 days i.e. for the period from 4.2.2019 2.8.2019 vide recommendations of Convener, Medical Committee and approval of Chairman on the note sheet dated 4.2.2019.

ITEM NO.7

To approve the enhancement of fee of the following from the Academic Year 2019-2020:

- | | | |
|---------------------|---|-------------------------------|
| 1. NCC | - | Rs.20.00 to Rs.100.00 p.a. |
| 2. Alumni | - | Rs.100.00 p.a. |
| 3. Social work | - | Rs.500.00 hike in fee p.a. |
| 4. Hindi Discipline | - | Rs.200.00 hike in fee p.a. |
| 5. Sports | - | Rs.500.00 to Rs.1,000.00 p.m. |

Resolved that:

The matter is deferred by the Governing Body.

ITEM NO.8

To approve the shifting of 2200 Library Books to NCWEB, University of Delhi worth Rs.1,18,489.00 vide letter dated 14.2.2019 submitted by Ms.Kavita, Professional Assistant (Library) duly forwarded by Convener, Library Committee.

[Signature]

[Signature]

Resolved that:

The Governing Body directed the Principal that the matter be reviewed and Dr.Kamlesh Rani, Associate Processor in Political Science be appointed as Convener of Review Committee and Ms.Kavita, Professional Assistant will be a member.

ITEM NO.9

To approve the write-off of the Library Books worth Rs.34,067.50 during the year 2016-2018 vide letter dated 15.2.2019 submitted by Ms.Kavita, Semi Professional Assistant (Library) duly forwarded by Convener, Library Committee.

Resolved that:

The Governing Body directed the Principal that the matter be reviewed and Dr.Kamlesh Rani, Associate Processor in Political Science be appointed as Convener of Review Committee and Ms.Kavita, Professional Assistant will be a member.

ITEM NO.10

To report and approve the purchase of furniture from GEM as follows:

Sl.No.	Item	Quantity	Firm Name	Sale Price (Rs.)	Required for
1.	Voltas AC	1	M.R.Traders	49,900.00	Reception Area
2.	Voltas AC	5	H.T	2,49,500.00	Library
3.	Stabiliser	5	Stroll Out	20,000.00	Library
4.	Voltas AC	1	B.T	49,900.00	Reception Area
5.	LED (Philips)	1	B.T.	2,99,450.00	Reception Area
6.	Paper Shredding Machine	1	Stroll Out	8,000.00	Principal Office
7.	Public Seating Chair (3 sets)	4	B.T.	49,998.00	Reception Area
8.	Sofa Set (2 seater)	1	B.T.	30,000.00	Principal Office
9.	Central Table	1	H.T.	24,900.00	Principal Office
10.	Office Table	1	Stroll Out	72,998.00	Principal Office
11.	Computer Table	1	M.R.Traders	14,000.00	Principal Office
12.	Reception Table	1	B.,T.	28,000.00	Reception Area
13.	Stabiliser	2	Stroll Out	8,000.00	Principal Office
14.	Chair for Library	100	B.T.	7,50,000.00	Library
15.	Sofa (3 seater)	1	Stroll Out	42,750.00	Principal Office
16.	Conference Chair	25	H.T.	1,55,000.00	Conference Room
17.	Sofa (2 seater)	1	Stroll Out	30,000.00	Principal Office
18.	Reception Table	1	M.R. Traders	28,000.00	Library
19.	Counter	1	B.T	48,000.00	Reception Area
20.	Table for Library	12	H.T.	2,64,000.00	Library
21.	Book Shelf Rack	10	M.R. Traders	1,50,000.00	Library
22.	Conference Table	5	M.R. Traders	3,64,990.00	Conference Room
23.	Fibre Sheet	60 sq.ft.	H.T.	30,000.00	Admn.
24.	False Ceiling (300 mtr.)	300 mtr.	B.T.	48,000.00	Reception Area

Bond

Hanika Sharma

25.	Mike, Speaker and Amplifier	25	B.T.	4,50,000.00	Conference Room
26.	Light LED	5	B.T.	30,000.00	Reception Area
27.	Emergency Light	2	M.R.Traders	5,760.00	Library
28.	Magazine Stand	1	Stroll Out	10,000.00	Library
29.	Rotational	2	Stroll Out	25,000.00	Library
30.	Vacuum Cleaner	1	B.T.	19,050.00	Library
31.	Fridge	1	M.R.Traders	42,000.00	Principal Office
32.	Cordless Phone	2	M.R.Traders	5,000.00	Principal Office
33.	Plants	30	H.T.	23,220.00	Silver Jubilee (Students' Union)
34.	Painting	6	-	12,000.00	Reception Area
35.	Plastic Chair	300	Stroll Out	3,60,000.00	College Hall

Total:**37,97,416.00**

To approve the above

Resolved that:

Approved.

ITEM NO.11

To approve the Modified Assured Career Progression (MACP) of the following employees vide minutes of Screening Committee meeting held on 3.3.2019:

1. Shri Ashutosh Aggarwal, S.O.(Admn.)
2. Shri Indra Kant Mishra, S.O.(Accounts)
3. Shri Pradeep Sharma, Assistant
4. Shri Pardeep Dabas, Chowkidar
5. Shri Amar Singh, Mali
6. Shri Ramesh Pal, Mali
7. Shri Rajbir Singh, MTS (Lab.)
8. Shri Ashu, Safai Karamchari
9. Shri Mahender Nishad, MTS (Office)
10. Shri Ashwani Kumar, MTS (Office)

Resolved that:

Approved.

ITEM NO.12

To report the email dated 2.3.2019 sent by Dr.Manju Rani in the matter of State Vs. Mala Misra.

Resolved that:

The Governing Body informed that since the matter is sub judice, the matter is not taken up.

ITEM NO.13

To discuss about the Sabbatical Leave applied by Dr.Meena Budhiraja, Associate Professor in Hindi vide her letter dated 29.8.2018 which was contrary to her availing of EOL without pay for a long time and she is habitual of being irregular due to which students suffer a lot.

Resolved that:

The Governing Body resolved that all the papers in the matter of Dr.Meena Budhiraja be sent to University of Delhi for appropriate action in the matter.

ITEM NO.14

To approve the installation of Internet Bandwidth vide JIO email dated 20.2.2019 worth Rs.1,80,000.00.

Resolved that:

Approved.

ITEM NO.15

To approve the following report relating to MGRM office and Library Automation software submitted by the committee comprising of Chairman, Bursar, Dr.Punita Gupta, Ms.Kavita, S.O.(Admn), S.O.(Accounts), Mr.Pardeep Sharma and Mr.Jamil who visited Bharti College and Satyawati College.

Resolved that:

The Governing Body deferred the matter.

ITEM NO.16

To report the University letter bearing No. CS-1/(111)/Misc./AM/2019/139 dated 18.2.2019 in respect of Ms.Manisha, Asstt.professor (Economics).

Resolved that:

Approved.

ITEM NO.17

To report the details of ongoing works being undertaken by PWD viz. canteen and some rooms being constructed in the college.

Resolved that:

The Governing Body directed the college to demand from Executive Engineer, PWD about the certificate for delay and penalty thereon.

ITEM NO.18

To approve the bill dated 13.2.2019 worth Rs.1,65,000.00 submitted by Asang Enterprises regarding statue of Aditi.

Resolved that:

Approved.



ITEM NO.19

To approve the estimate bearing No. L&S/2019/02 dated 21.2.2019 amounting to Rs. 30,000.00 regarding white wash of the college.

Resolved that:

Approved.

ITEM NO. 20

To approve the estimate amounting to Rs. 2,12,400.00 of Growth India regarding mesh on electrical panel.

Resolved that:

Approved.

ITEM NO. 21

To report regular receipt of complaints regarding non working of Safai Karamcharis viz. Ms.Beermati, Mr.Rajesh Kumar, Mr.Satya Prakash and Mr.Ashu.

Resolved that:

The Governing Body directed that three memos may be given to Safai Karamchari against whom the complaint is received by the college and after this, the strict disciplinary action be taken as per University Rules.

ITEM NO.22

To approve the shifting of four chowkidars from the office to main gate of the college viz. Mr.Dhurender Singh, Mr.Ishwar Lal, Mr.Naresh Kumar and Mr.Pardeep Dabas vide report of Grievance Committee submitted on 22.12.2018 subject to appointment of non teaching MTS.

Resolved that:

The Governing Body resolved that after the appointments of MTS are made, the permanent chowkidars be placed on the main gate of the college in the day time. Besides, two outsourced female staff be deputed in the college campus in day time from private agency. Four private security guards be deputed in night time.

ITEM NO.23

To approve the extension of sanitation contract for a period of six months w.e.f. 17.1.2019 vide college letter No. AM/2019/606 dated 5.3.2019 and approval of Chairman on the Note Sheet dated 15.1.2019.

Resolved that:

The Governing Body felt that 4 Safai Karamcharis are in sufficient and in the meanwhile, the documents be moved to Directorate of Higher Education for approval of outsourcing the sanitation staff. The Governing Body approved and directed for tendering from e-procurement.

ITEM NO.24

To approve the extension of security contract w.e.f. 7.5.2018 vide approval of Chairman on the Note Sheet dated 15.1.2019.



Resolved that:

The Governing Body felt that 4 Chowkidars are in sufficient and in the meanwhile, the documents be moved to Directorate of Higher Education for approval of outsourcing the security staff. The Governing Body approved and directed for tendering from e-procurement.

ITEM NO.25

To approve the extension of Canteen contract for the period from 20.1.2019 to 31.3.2019 vide approval of Chairman on Note Sheet dated 18.1.2019.

Resolved that:

The Governing Body approved and directed for tendering from e-procurement.

ITEM NO.26

To approve the appointment of Ms.Sushma, Assistant Professor in Sociology as Public Information Officer (PIO) w.e.f. 15.12.2018.

Resolved that:

Approved.

ITEM NO.27

To report the papers relating to Dr.Neena Pandey sent to University for continuity of her service vide our letter No. AM/2018/4289 dated 29.10.2018.

Resolved that:

Approved.

ITEM NO.28

To report the submission of Condemnation Committee's report submitted by Shri Ajay Gupta for write off non consumable goods.

Resolved that:

The Governing Body approved and directed that a certificate may be taken from the Teacher-in-charge concerned for lab. items.

ITEM NO.29

To approve the estimate bearing No.L&S/2019/02 dated 18.2.2019 amounting to Rs.59,481.00 submitted by M/s. Lamba & Sons regarding repairing of ATM room

Resolved that:

Approved.

Hanif Khan

[Signature]

ITEM NO.30

To place the Photostat Shop Committee's report dated 3.3.2019 submitted by Shri Dharam Vir Sharma, Convener.

Resolved that:

The Governing Body sympathetically waived off all the dues from Ms.Asha Devi pending with her. The Member Secretary informed that the work order to operate the Pearl Gupta Photostat shop has been given to Star Zone Computer Solutions.

ITEM NO.31

To consider the Enquiry Committee's report submitted by Shri Amrendra Kumar, Convener in the matter of Mr.Aseem Kumar, Driver (U/S)

Resolved that:

On the basis of report submitted by the Enquiry Committee in the case of Mr.Aseem Kumar, Driver (U/S), the Governing Body resolved that two increments be stopped henceforth cumulatively. Besides, the behaviour of Mr.Aseem Kumar be kept under observation without pre judice for a period of one year. Mr Aseem Kumar will not drive the official vehicle of Principal and be given alternate assignment. The Governing Body also directed to revoke the suspension of Mr.Aseem Kumar, Driver (U/S).

ITEM NO.32

To report the University letter bearing No. DULS/ULO/2019/85 dated 26.2.2019 relating to Library facilities.

Resolved that:

Approved.

ITEM NO.33

To approve the bill dated 7.2.2019 submitted by Advocate Mohinder Rupal amounting to Rs. 18,600.00 in the case of Dr.Mala Misra Vs. Aditi Mahavidyalaya.

Resolved that:

Approved.

ITEM NO.34

To report the events namely Students' Fest 'UTSAV' under the sponsorship of Ministry of Arts & Culture and Delhi Govt. for the period from 25.2.2019 to 1.3.2019 and Alumni Function held on 24.2.2019 held under Silver Jubilee of our college.

Resolved that:

The Governing Body reported and noted.

Hanika Sharma

[Signature]

ITEM NO.35

To report the letter bearing No. AM/2019/525 dated 25.2.2019 sent to Advocate Aurobindo Ghosh regarding the matter of Mr.Vijay Vashisht, ex-Peon of our college.

Resolved that:

The matter is reported.

ITEM NO.36

To report the status regarding renovation of college hall and BHJ Media Lab. and Community Radio of the college.

Resolved that:

The Governing Body deferred the item.

ITEM NO.37

To report the submission of letter by S.O.(Admn.) regarding the indiscipline of Mr.Yogender Rana, Lab.Assistant and Mr.Padam Singh Dahiya, Assistant.

Resolved that:

The Governing Body directed that a show cause notice to Mr.Yogender Rana, Lab. Assistant be given in the matter of not applying for leave already availed by him. In case, he does not apply for the leave already availed after receipt of show cause notice, strict disciplinary action be taken against him as per University rules. The Governing Body also directed that whenever Mr.Yogender Rana leaves the college to attend any kind of meeting / strike called by the University Union, he will have to seek prior approval from the Principal, failing which strict action be taken against him.

The Governing Body approved the Extra Ordinary Leave without pay of Mr.Padam Singh Dahiya, Assistant.

ANY OTHER MATTER WITH PERMISSION OF THE CHAIR.

- The Grievance Committee for Teaching & Non Teaching, constituted by Governing Body in the matter of Ms.Gomti, Assistant Professor in Education – B.El.Ed. submitted the report today to the college. The Governing Body directed the Principal to make counseling of the three teachers viz. Dr.Neerja Nagpal, Ms.Leena Sehgal and Dr.Promila along with Ms.Gomti and senior teachers to solve the issue in the interest of the college. Memo may be issued to the three teachers.

- The Governing Body directed that a notice may be served to Dr.Mala Misra, Dr.Sandhya Vatsyayana and Dr.Manju Rani to solve the issue amicably in the interests of the college. The Governing Body decided to remove the life time ban on Dr.Mala Misra and all the concerned may be informed accordingly as the matter is sub judice.



DATE

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The Principal informed the Governing Body that the process of appointment of non teaching staff on contractual basis for the posts of Junior Assistant, MTS (Library) and MTS (Lab.) is under progress. The Governing Body directed the Principal that in case the process is not completed within 7 days, the appointment may be treated as cancelled.

The Governing Body directed the Principal that no appointment of teaching and non teaching staff on permanent basis will be made till the constitution of new Governing Body by Govt. of NCT of Delhi.

The Governing Body further directed the Principal that life time achievement award be given to Mr.Virender Prasad Tiwari, Administrative Officer who is one of the founder staff member of the college and working sincerely since its inception on the occasion of Annual Day of the college. Besides, the shield and appreciation certificates be awarded to Mr.Ashutosh Aggarwal, Section Officer (Admn.), Shri Indra Kant Mishra, Section Officer (Accounts), Shri Ashok Kumar Wadhwa, Sr.PA to Principal and Shri Chander Shekhar Sharma, Sr.Assistant on the occasion of Annual Day of the college.

The Governing Body thanked Dr.Jyotish Joshi for composing the Kulgeet of the college. They further decided to include the Kulgeet in all the magazine/ books/ patrika etc. and the same may be recited on all special occasions.

The Governing Body resolved that the power of Principal regarding placing an employee under suspension without conducting internal enquiry, withdrawn by the Governing Body in its meeting No. 93 held on 16.10.2016 be restored vide item no.27 of Governing Body Meeting No.93 held on 16.10.2016.

The Governing Body directed the Principal to hold the next meeting of Governing Body after one hour for confirmation of the minutes of meeting of Governing Body No.104.

Mamta Sharma,

**DR.MAMTA SHARMA,
PRINCIPAL & MEMBER SECRETARY**

CONFIRMED


**PRABHANJAN JHA
CHAIRMAN**