

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

MINUTES OF MEETING OF THE GOVERNING BODY

The Governing Body Meeting No. 97 was held on 20.01.2018 at 2:00 p.m. in the Principal's Office, Aditi Mahavidyalaya.

The following members were present in the meeting:

- | | |
|---------------------------|--------------------------|
| 1. Prof. Neeta Sehgal | Chairperson |
| 2. Prof. Pamela Singhal | Treasurer |
| 3. Dr. Sandhya Vatsyayana | Teacher's Representative |
| 4. Dr. Santosh | Teacher's Representative |
| 5. Mr. Kishan Lal | Special Invitee |
| 6. Dr. Mamta Sharma | Members Secretary |

ITEM NO.1

At the outset of the meeting, the Principal reported the sad demise of Ms. Vijaya Sharma, Assistant Professor in Commerce who left for the heavenly abode on 17.01.2018. The house observed two minutes silence in her memory.

ITEM NO.2

The minutes of the Governing Body Meeting No. 96 dated 11.01.2018 were confirmed (copy enclosed).

ITEM NO.3 (Reporting)

Prof. Neeta Sehgal has been reappointed as University Representative on the college Governing Body for a period of one year w.e.f. 10.11.2017 vide University letter No. CS-1(108)/UR/GB/AM/2017/162 dated 17.11.2017

ITEM NO.4 (Reporting)

Dr Mamta Sharma, Principal, Aditi Mahavidyalaya has been given extension of Extra-Ordinary Leave with lien for a further period of one year w.e.f. 06.07.2016 to 05.07.2017 and further extension of EOL with lien w.e.f. 6.7.2017 to 5.7.2018.

ITEM NO.5. (Reporting)

Dr Mamta Sharma has become member of the Academic Council under the provision of Statute 7(1)ix Principal Category.

ITEM NO. 6 (Reporting)

Appointment of Assistant Professors (Adhoc) on starting salary of Rs.15600.00 per month plus AGP of Rs.6000.00 plus other usual allowances permissible under the University rules in the Pay Band of Rs.15600-39100 for the period mentioned in the Agenda in various subjects since November 2016 was approved by the Governing Body.

ITEM NO.7 (Reporting)

Appointment of Assistant Professors (Adhoc/Guest) as per the University rules for the period mentioned in the Agenda in various subjects approved by Chairperson was endorsed by the Governing Body.

ITEM NO.8 (Reporting)

Appointment of Assistant Professors (Guest) as per the University rules for the period mentioned in the Agenda in various subjects approved by Chairperson was endorsed by the Governing Body.

ITEM NO.9 (Reporting)

Appointment of Ms Sangeeta, MTS (Regular) on compassionate ground in the scale of pay of Rs.5200-20200/- in the Grade Pay Rs.1800.00. vide meeting held on 17/10/2017 approved by Chairperson vide note sheet dated 17/10/2017 was endorsed by the Governing Body

ITEM NO.10 (Reporting)

- i. Appointment of Mr.Jamil as System & Network Administrator on contractual basis at the salary of Rs.38,500.00 for the period mentioned against his name:

- 18.11.2016 to 17.5.2017
- 19.05.2017 to 18.11.2017
- 21.11.2017 to 20.05.2018.

was approved by Chairperson vide note sheets dated 03/11/2016, 12/05/2017 and 20/11/2017. The same was endorsed by the Governing Body.

- ii. Appointment of Ms.Kusum as full time Nurse on contractual basis for a period of six months i.e. from 23.1.2017 to 21.7.2017, 25.7.2017 to 24.1.2018 and 29.01.2018 to 28.07.2018 was endorsed by the Governing Body.
- iii. Appointment of Ms. Ritu Kaushik as Counsellor on contractual basis for a period of six months i.e. from 12.10.2017 to 11.4.2018 at a consolidated salary of Rs.12,000.00 p.m. vide minutes of the Selection Committee Meeting held on

3.10.2017 and approved by Chairperson vide note sheets dated 04/10/2017 was endorsed by the Governing Body. Subsequently she resigned from the post vide her email dated 23.10.2017.

- iv. Appointment of Ms.Ruchika Arya for the post of Counsellor on contractual basis for a period of six i.e. from 30.10.2017 to 29.04.2018 at a consolidated salary of Rs.12,000.00 p.m. vide minutes of the Selection Committee meeting held on 3.10.2017 and approved by Chairperson vide note sheets dated 25/10/2017 was endorsed by the Governing Body.
- v. Appointment of Ms.Archana Yadav as MTS (Library) on contractual basis for a period of six months vide written test held on 02.12.2017 approved by Chairperson on 12/12/2017 was endorsed by Governing Body. Subsequently her resignation from the post.
- vi. Appointment of Ms.Sangeeta as Safai karamchari on contractual basis on compassionate grounds from 11.5.2017 to 10.11.2017 vide note sheet dated 18.5.2017 was endorsed by Governing Body.
- vii. Appointment of the following coaches vide minutes of the selection committee meeting held on 10.1.2017 was endorsed by Governing Body:
 1. Kho Kho Mr.Pradeep Singh
 2. Kabaddi Ms.Poonam
 3. Archery Mr.Parveen Kumar
- viii. Appointment of the following coaches vide minutes of the selection committee meeting held on 31.07.2017 was endorsed by Governing Body:
 1. Shri Azad Pal Athletics
 2. Shri Pramod Judo
 3. Shri Prasdeep Singh Kho Kho
 4. Ms.Poonam Kabaddi
 5. Shri Kapil Sachdeva Taekwondo
 6. Shri Naveen Chandra Kandpal Yoga
 7. Ms.Sushma Mann Volleyball
 8. Ms.Kalpana Powerlifting
- ix. Appointment of the following coaches vide minutes of the selection committee meeting held on 22.08.2017 was endorsed by Governing Body:
 1. Shri Naveen Archery
 2. Ms.Neelam Boxing

3. Shri Uttam Kumar Chess

ITEM NO.11(Reporting)

Joining of Dr Meena Budhiraja, Associate Professor in Hindi after availing Extra Ordinary Leave from duty for the period from 2.2.2016 to 13.11.2017 due to personal reasons was approved by Governing Body.

ITEM NO.12 (Reporting)

- i. Extension of study leave to Ms.Seema Rani, Assistant Professor in Social Work for another year w.e.f. 7.12.2017 to complete Ph.D vide her letter dated 10.10.2017 duly recommended by Chairman, Deptt. of Social Work, Kurukshetra University and her another letter dated 28.11.2017 submitting therewith the Agreement duly filled in by her was approved by Governing Body.
- ii. Extension of Study Leave in respect of the following teacher for a period one year was approved by Governing Body :

S. No.	Name of the Teacher	Department	From	To
1.	Ms. Manisha	Economics	17.01.2017 17.1.2018	16.01.2018 16.1.2019

- iii. Medical leave of Dr.Kamlesh Rani, Associate Professor in Political Science for the period from 8.9.2017 to 8.12.2017 was approved by Governing Body.
- iv. Child Care Leave in respect of the following teachers for a period mentioned against their names vide recommendation letter received from Academic Enrichment Committee on 19.1.2017 was approved by Governing Body:

S. No.	Name of the Teacher	Department	From	To
1.	Dr.Ritu Sharma	Psychology	20.1.17	27.4.17
2.	Dr.Sandhya Vatsyayana	Hindi	20.1.17	27.4.17

- v. Child Care Leave in respect of the following teachers for a period mentioned against their names vide recommendation letter received from Academic Enrichment Committee on 27.2.2017 approved by Chairperson was endorsed by Governing Body:

S. No.	Name of the Teacher	Department	From	To
1.	Dr.Reema Lamba	Home Science	27.2.17	9.3.17
2.	Dr.Asha	Hindi	27.2.17	9.3.17

- vi. Child Care Leave in respect of the following teachers for a period mentioned against their names vide recommendation letter received from Academic Enrichment Committee on 27.2.2017 approved by Chairperson was endorsed by Governing Body:

S. No.	Name of the Teacher	Department	From	To
1.	Dr.Priya Bir	Psychology	2.3.17	9.3.17

- vii. Child Care Leave in respect of the following teachers for a period mentioned against their names vide recommendation letter received from Academic Enrichment Committee on 21.3.2017 approved by Governing Body:

S. No.	Name of the Teacher	Department	From	To
1.	Dr.Poonam Lakra	Home Science	22.3.2017	5.4.2017
2.	Dr.Neerja Deswal	English	23.3.2017	6.4.2017
3.	Dr.Archana Sawshilya	Pol.Science	27.3.2017	6.4.2017

- viii. To approve the Child Care Leave in respect of the following teachers for a period mentioned against their names vide note sheets dated 12.5.2017, approved by Governing Body:

S. No.	Name of the Employee	Department	From	To
1.	Ms.Kavita	Library	16.5.17	13.6.17

- ix. Child Care Leave to Dr.Anju Panchal, Lab.Assistant (Curriculum Lab.) for 89 days i.e. from 15.1.2018 to 13.4.2018 vide her request letter dated 12.12.2017 and the approval of Chairperson, Governing Body on the note sheet dated 27.12.2017 was endorsed by Governing Body

- x. Child Care Leave in respect of the following teachers for a period mentioned against their names vide recommendation letter received from Academic Enrichment Committee on 20.7.2017 approved by Chairperson was endorsed by Governing Body:

S. No.	Name of the Teacher	Department	From	To
1.	Dr.Priya Bir	Psychology	3.8.2017	16.11.2017
2.	Dr. Hema Gupta	Commerce	3.8.2017	27.4.2018
3.	Dr. Anu Jain	Commerce	3.8.2017	30.7.2018
4.	Dr. Upasna Seth	Home Sc. – FT	3.8.2017	16.11.2017
5	Dr. Sadhna Jain	Home Sc. – FCW	3.8.2017	3.11.2017

6.	Dr.Poonam Lakra	Home Science	2.1.2018	15.5.2018
7.	Dr.Reema Lamba	Home Science	2.1.2018	12.4.2018
8.	Dr.Rashmi Sharma	Hindi	15.1.2018	15.4.2018
9.	Dr.Asha	Hindi	15.1.2018	28.3.2018

ITEM NO.13 (Reporting)

- i. Details of construction work / sanctioned work / proposed work by PWD in the college vide list was submitted by Admn.Department. (List enclosed)
- ii. Release of MPLADS Fund of Dr.Udit Raj, Hon'ble Member of Parliament (Lok Sabha) for provision of open gym in Aditi Mahavidyalaya vide NDMC letter No. 409/EE(P)-II/North DMC/2017 dated 6.12.2017 was reported.

ITEM NO.14 (Reporting)

Constitution of Physical Verification Committee vide note sheet dated 22.5.2017 and its report dated 19.01.2018. (Copy enclosed) was placed before the Governing Body.

ITEM NO.15

Revised budget worth Rs.60,000.00 approx. for the visit to Sikkim where 25 persons are planning to visit viz. 20 students and 5 faculty and the non teaching staff vide letter dated 18.1.2018 from the Cultural Committee was approved by the Governing Body. This is under the directions from MHRD, University of Delhi and DHE to organize number of events on NHE under Ek Bharat Shreshtha Bharat.Approved. The Governing Body appreciated the efforts of Cultural Committee in organizing such events.

ITEM NO.16 (Reporting)

Reported the fund worth Rs. 66,84,695.20 received from University of Delhi in respect of admission of students in our college in the academic year 2017-2018.

ITEM NO.17 (Reporting)

Purchase procedure from GeM (Govt. emarket place) by Director General (Supply & Disposal) (DGS&D) and hosted an online Govt.emarket place for common use of goods & service approved by Chairperson was endorsed by Governing Body.

ITEM NO.18 (Reporting)

Extension of security contract awarded to the security agency i.e. M/s. Detective Security Services for one year w.e.f. 7.5.2017 approved by Chairperson was endorsed by Governing Body

ITEM NO.19 (Reporting)

Extension of appointment of Dr. Archana Sawshilya as Bursar for another one year i.e. from 17.8.2017 to 16.8.2018 approved by Chairperson was endorsed by Governing Body. It was decided that the same should be reported in Staff Council.

ITEM NO.20 (Reporting)

Appointment of Dr. Neenu Kumar, Assistant Professor in English as Public Information Officer (PIO) from 28.8.2017 to period of one year after the refusal of Dr. Sunita Pareek, Assistant Professor in Political Science to work as PIO approved by Chairperson was endorsed by Governing Body. It was decided that the same should be reported in Staff Council.

ITEM NO.21 (Reporting)

A committee for up-gradation of College Library including E Granthalaya has been constituted by the Chairperson with following members:

1. Prof. Neeta Sehgal
2. Prof Pamela Singla
3. Dr D. V. Singh
4. Dr Laxmi Bhatia
5. Dr Mamta Sharma

ITEM NO.22

The Governing Body approved the technical resignation vide letter dated 16.6.2017 tendered by Dr. Neena Pandey from the post of Associate Professor in Department of Social Work to join as Associate Professor in Department of Social Work, University of Delhi.

ITEM NO.23

- i. The Governing Body approved the annual revised budget for the financial year 2017-2018 and budget estimate for the financial year 2018-2019.
- ii. The Governing Body approved the appointment of Internal Auditor to audit the college accounts for the financial year 2016-2017.
- iii. The Internal Auditor's Report for the financial year 2015-2016 was reported.
- iv. The Governing Body approved the annual expenditure audited by the Chartered Accountant (Balance Sheet of college fund CFSF, CM, PF, NPS, UGC) for the year 2015-2016.
- v. The Governing Body discussed the audit report of ELFA (Examiner Local Fund Accounts -Delhi Govt.) for the year 2015-2016.
 - a. It was resolved that a committee regarding the Photostat shop in college campus be constituted at the earliest.
 - b. Ms Punita Gupta should be issued a reminder regarding her study leave issue.

- vi. The Governing Body approved the withdrawal by the teaching and non teaching staff of the college from their provident fund account as per the details given in Agenda
- vii. The Governing Body approved the amount worth Rs.10,00,000/-, Rs.10,60,950.00, and Rs.5,75,000.00 towards Death Gratuity Amount, Leave Encashment and Provident Fund respectively in the case of late Dr. Anita Ghosh who expired on 4.8.2016 vide note sheet dated 3.4.2017.
- viii. The Governing Body approved the amount worth Rs.3,32,334.00, Rs.3,37,157.00, and Rs.7,35,188.00 towards Gratuity Amount, Leave Encashment and Provident Fund respectively and the pension benefits in the case of Shri Jagdish Lal, Laboratory Assistant who retired on 31.8.2016.

ITEM NO.24 (Reporting)

The successful conduction of workshop on the topic, "Recent Advances in Chemical Science towards Green and Sustainable Environment – 'Swatch Bharat Abhiyaan Perspective' under the convenership of Dr Mamta Sharma, Principal held on 10th & 11th October, 2017 was reported.

ITEM NO.25

The Governing Body considered the proposal to install Mobile Network Roof Top Tower (RTT) in the college vide proposal dated 23.5.2017 of M/s. Concept Management. It was resolved that such proposals would be useful for revenue generation required for autonomy. Detailed information regarding such ventures should be procured from the University and due procedure should be adopted.

ITEM NO.26

The Governing Body approved the installation of solar panel in the college which will benefit the college both in the consumption of energy as well as financially.

ITEM NO.27 (Reporting)

Green Initiative Programme in the college was undertaken by Eco Club. The initiative was well appreciated by the members and suggested that stationary items made from waste paper should be available for students below poverty line at subsidized rates. Involvement of students in the program should be encouraged.

ITEM NO.28 (Reporting)

The installation of Sanitary Napkin Vending Machine in the college was reported. Principal informed that this first attempt was appreciated by University. The Governing Body endorsed the same.

ITEM NO.29, 30

The Governing Body approved the revision in the fee of the following courses from the Academic Session 2017-2018 vide minutes of the Staff Council meeting held on 18.1.2018:

- NCC- Rs.100.00,

- Sports – Rs.1,000.00,
- Geo.(Hons.) – Rs.1,500.00,
- Gandhi Study Circle – Rs.100.00,
- Medical Committee – Rs.100.00,
- Disaster Management – Rs.200.00,
- Social Work (Field Work) – Rs.500.00.
- OMSP – Rs.200.00.
- Psychology – Rs.1,000.00,
- Debate Society – Rs.100.00,
- Sanskrit – Rs.200.00,
- Website – Rs.200.00
- Cultural Committee – Rs.600.00,
- Swatch Bharat Abhiyaan – Rs.100.00,
- Skill Development – Rs.100.00 and
- Students' Union – Rs.400.00. & Rs.300.00 for the
- Insurance and AMCs of IT devices etc. – Rs 300

ITEM NO.31

The Governing Body approved the following vide the minutes of the Staff Council meeting held on 18.01.2018.

- Discipline Course in Physical & Health Education
- English
- Hindi Journalism
- Two sections of B. Com (Hons) and B.Com (Prog) of 50 and 60 students each.

ITEM NO.32

The Governing Body resolved that a committee should be constituted regarding 30% revenue generation for Autonomy. This was with reference to the email letter dated 10.01.2018 received from Directorate of Higher Education

ITEM NO.33 (Reporting)

Envelope containing ICC Report bearing diary no. 10 dated 26.4.2017 was presented in the Governing Body. The matter was not pursued further by the student and hence it was closed.

ITEM NO.34

The Governing Body approved the request to write off the books of college Library during the year 2014-2016 as per the details given in Agenda

ITEM NO.35 (Reporting)

Dr.Upasna Seth, Associate Professor in Home Science, Dr Sandhya Vatsayana Associate Professor in Hindi, Dr Manju, Assistant Professor in Social Work successfully completed Project AM-302 under Innovation scheme of Delhi University.

ITEM NO.36 (Reporting)

The increase the B.El.Ed. course fee from Rs.2,000.00 to Rs.4,500.00 was approved by Governing Body and implemented in academic session 2017-18.

ITEM NO.37

The Governing Body approved the full salary under the provisions of the Revised Study Leave Rules, 2013 for the period from 27.9.2013 to 4.1.2014 to take up the Commonwealth Fellowship 2013 in the U.K. by Dr. Lakshmi Bhatia, Associate Professor in Sociology vide her request letter dated 21.1.2016.

ITEM NO.38

The proposal of the opening of ATM of Corporation Bank, Bawana in the college from Manager, Corporation Bank vide letter dated 19.1.2018 was deliberated. The Governing Body approved in principle the proposal as this would help in revenue generation. However it was decided that more details should be procured for execution as per Delhi University norms

ITEM NO.39

The Governing Body approved the minutes of the Staff Council Meeting held on 18.1.2018 relating to Workload, Discipline Course and the Revision of Fee.

ITEM NO.40 (Reporting)

Dr Mamta Sharma, Department of Chemistry, Dr.Ritu Sharma, Assistant Professor in Psychology, Dr Divya and Dr Sunita Dahiya, Assistant Professor, Department of Commerce successfully completed Project AM-303 under Innovation scheme of Delhi University.

ITEM NO.41 (Reporting)

Dr Neelam Rathi, Department of Hindi, Dr Manisha, Department of Economics and Dr Sadhna Jain, Department of Home Science successfully completed Project AM-301 under Innovation scheme of Delhi University.

ITEM NO.42

A detailed proposal for the appointment of Medical Doctor in the college premises should be sent to the DHE. The Principal informed that a letter regarding Mohalla Clinic followed by a reminder has been sent to Delhi Government.

ITEM NO.43

The Governing Body approved the current workload for the year 2017-2018 vide letter dated 18.1.2018 received from Workload Committee and passed by the Staff Council in its meeting held on 18.1.2018.

ITEM NO.44

Report of the Cleanliness Committee's Report dated 19.1.2018 proposing the Outsourcing of House Keeping was tabled and it was resolved that services of Sulabh International should be hired immediately. As Delhi University has already given contract to Sulabh International, all related documents may be procured from Delhi University (Estate) branch.

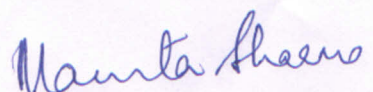
ITEM NO.45

The incident of effigy burning of Principal was strongly condemned by all members of Governing Body.

ANY OTHER MATTER WITH PERMISSION OF THE CHAIR.

- Request of Aditi Mahavidhyala Karamchari Union w.r.t. Safai Karamcharis and Sh Vijay Dahiya was considered. In that context in a meeting of the Chairperson, Principal and Aditi Mahavidhyala KaramChari Union held on 15/01/2017 it was resolved that Shri Vijay Dahiya be given officiating charge of Laboratory Assistant as the roster is pending with the University; Sh Satya Prakash and Sh Ashu appointed as Safai Karamcharis be given temporary assignment in office in addition to their usual duties.
- Proposal from Equal Opportunity Cell regarding MOU between Aditi Mahavidhyala and registered NGO Viklaang Sahara Samiti was tabled. The members were apprised about the objectives of the NGO under which conferences, blindfold walks, training of Accessibility audit etc. will be undertaken. The members agreed to the proposal in principle and directed the college to go ahead with codal formalities in this regard.
- In context with several representations of Dr Mala Mishra regarding complete ban imposed on her for being member of committees, the Governing Body requested the concerned Governing Body member to abstain herself during discussion on the specific matter. Office was asked to present the detailed documents in chronological order since the first ban.

The meeting ended with thanks to the Chair.


DR.MAMTA SHARMA,
MEMBER SECRETARY

CONFIRMED

CHAIRPERSON

