

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

**MINUTES OF THE MEETING OF THE GOVERNING BODY HELD ON THURSDAY
THE 06.11.2023 FROM 10 AM.**

133

PRESENT

1. Prof Ravinder Kumar (Chairman)
2. Prof Sunaina Kanojia (Treasurer)
3. Prof Nidhi Goel
4. Ms Neerja Nagpal
5. Ms Kavita (Spl. Invitee - Non-Teaching)
6. Prof Mamta Sharma (Principal/Member Secretary)

ITEM NO.1

ITEM NO.1 The minutes of the Governing Body meeting no. 131 and 132 held on 25.09.2023, and 26.10.2023 were confirmed

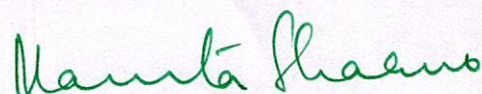
ITEM NO.2 The 'Action Taken Report' on the decisions made by the Governing Body No. 131 and 132 held on 25.09.2023 and 26.10.2023 was placed and approved by the Governing Body

ITEM NO.3 Matters, if any, arising out of the Minutes of the meetings of the Governing Body No. 131 and 132 held on 25.09.2023 and 26.10.2023

GB 131 Under item 8/1 "simultaneously" should be considered in place of "subsequently"

GB 132 Under item 1/1-2 it was unanimously resolved that advertisements for vacant posts be done simultaneously. The whole process be completed tentatively by 15.11.2023

ITEM NO.4 Reporting of the letters received from University/UGC/MHRD/Others.



- 4/1-1 The letter dated 06.10.2023 regarding Academic Bank of Credits (ABC) for the students and institution under NEP was reported and the Governing Body was apprised that the registration process is in progress
- 4/1-2 The university letter no. CS.I/111/TS-Promotion/2021/6718 dated 13.10.2023 regarding cases of promotion of teachers proceeded on study leave, sabbatical leave, CCL, deputation etc. to be processed as per UGC regulations was reported.
- 4/1-3 The university letter no. CB-II/UGC-Regulations/2023/606 dated 17.10.2023 regarding adhoc appointments was reported.
- 4/1-4 The university letter no. Estb. (T)/V/001/2023/Comp. Sci./2642 dated 31.10.2023 regarding appointment of permanent faculty of University or college as guest faculty was reported.

ITEM NO.5 To receive the Action Taken Report on the approvals given by Treasurer/Chairman

- 5/1 Approval to send the non teaching roster to the University for further approval.
- 5/2-1 Appointment of Sh Shashi Bhushan as Regional Coordinator under Saksham Praman TISS project for a period of six months w.e.f. 05.10.2023 was reported and approved.
- 5/2-2 Appointment of Sh Anil as Capacity Building Coordinator under Saksham Pravah TISS for a period of six months w.e.f. 25.10.2023 was reported and approved.
- 5/2-3 Appointment of Ms Mansi Sharma as Finance and Administrative Officer under Saksham Praman TISS Project for a period of six months w.e.f. 09.11.2023 was reported and approved.
- 5/3-1 Appointment of Dr Prabhat Kashyap (OBC) and Dr Ritu Tripathi (UR) as Guest Faculty, Department of Environmental Studies as per selection Committee held on 26.09.2023 was reported and approved.
- 5/3-2 Appointment of Ms Arushi Chhabra Taneja as Guest Faculty, Department of NHE and Ms Vandana Kumari (SC) and Dr Shivani Aggarwal (UR) as Guest Faculties, Department of Food Technology as per selection Committee held on 26.09.2023. was reported and approved.
- 5/3-3 Appointment of Ms Lija Boro (ST) and Ms Jyoti (UR) as Guest Faculties, Department of Commerce as per selection Committee held on 05.10.2023 was reported and approved.



- 5/3-4 Appointment of Ms Chitrashi Shukla as Guest Faculty, Department of Psychology as per selection Committee held on 05.10.2023 was reported and approved.
- 5/3-5 Appointment of Dr Rosy as Guest Faculty, Department of Sanskrit as per selection Committee held on 17.10.2023 was reported and approved.
- 5/3-6 Appointment of Dr Sunil Kumar as Guest Faculty, Department of Music as per selection Committee held on 17.10.2023 was reported and approved.
- 5/3-7 Appointment of Dr Aishwarya Chowdhary (UR) and Sh Naresh Venkudoth as Guest Faculties, Department of Sociology as per selection Committee held on 26.10.2023 was reported and approved.
- 5/3-8 Appointment of Dr Kartik Kumar Rai (UR) and Dr Ritu Ahlawat (SC) as Guest Faculties, Department of Hindi as per selection Committee held on 27.10.2023 was reported and approved.
- 5/4 Appointment of Adv GK Pathak to represent Aditi Mahavidyalaya in the Labor court in case of Sh Vijay Vashisht was reported and approved.
- 5/5 Approval of ex gratia payment to Adhocs for the period from 29.07.2023 to 15.08.2023 was reported and approved.
- 5/6 Approval to include the name of Dr Poonam Yadav, Associate Professor, Department of Education in the Fact Finding Committee in case of Sh Padam Singh Dahiya (Assistant U/S) was reported and approved.

ITEM NO. 6 Miscellaneous Matters related to Teaching and Non Teaching Staff

- 6/1 The request of Dr Punita Gupta dated 11.10.2023 to take Geography classes in the Department of Education, University of Delhi with the undertaking that this assignment will not affect her timetable in college was reported and approved.

ITEM NO.7 Staff Council Committees

- 7/1 The Governing Body considered the request of Dr Poonam Yadav, Convener, Garden Committee regarding collaboration for Kitchen waste generated in the college and resolved that the same be purchased from GeM
- 7/2 The Governing Body considered the request of Program Officer, NSS Dr Mali Devi dated regarding the CSR initiative of Bisleri "Bottle for Change" for Plastic Waste generated in college and resolved that a comparison of all the brands and take decision in the interest of the college



7/3 The Governing Body considered the the Admission Committee Report 2023-24 submitted by Dr Sarita and Prof Punyatoya Patra and approved.

ITEM NO. 8 Statutory Committee

8/1 The report of IQAC was placed for approval

Agenda of IQAC for consideration:

1. International Conferences on Media & Ethics and Green Media

The Governing Body considered the recommendation and approved the same.

2. Establishment of "Wall of Fame" Sections

A proposal was presented to create two "Wall of Fame" sections, one on our official Facebook page and the other on our campus premises. These sections will serve as a platform to acknowledge and honor the achievements of our students, faculty, and staff.

The Governing Body considered the recommendation and approved the same.

3. Recommendation of IQAC for Free IAS Coaching

The IQAC discussed the proposal for offering free IAS coaching to students under the name of "Kautilya Gyanmanjiri IAS Academy for Aditians." The coaching will be provided free of cost and coordinated by Dr. Manju, who will act as the Nodal Officer for this initiative.

The Governing Body considered the recommendation and approved the same.

4. College Media Lab as a Resource Centre

The committee explored the possibility of utilizing the College Media Lab as a resource center for various forms of media innovation. The lab will serve as a platform for students to engage in multimedia activities and foster creativity.

The Governing Body considered the recommendation and approved the same.

5. Introduction of "Bhartiya Gyan Parampara" Committee

The IQAC recommended the establishment of a committee named "Bhartiya Gyan Parampara" to further educational initiatives and cultural heritage preservation.

The Governing Body considered the recommendation and approved the same.

Manita Sharma

6. Approval of MOU for CSR "Bottles for Change." It's a CSR initiative of Bisleri International that aims to sensitize citizens about not treating plastic as WASTE.

As per GB Resolution no. 7/2

7. IQAC recommends the proposal of implementation kitchen waste management as received from Garden Committee

As per GB Resolution No. 7/1.

8/2 The Governing Body considered the report of ICC as submitted by the convener Prof Manisha and recorded the same

8/3 The Governing Body considered the Anti Ragging Report submitted by the Nodal officer Prof Hema Gupta and recorded the same

ITEM NO.9 Committees constituted by Governing Body

9/1 The minutes of CPC-2 were placed before the Governing Body for consideration



Dated: 2.11.2023

The members internal members of Central Purchase Committee were invited to attend the meeting of Central Purchase Committee held on 2nd November, 2023 at 12.00 noon in Conference Room:

Prof. Mamta Sharma, Principal *Mamta Sharma*

Prof. Neerja Deswal, Convener *Neerja*

Prof. Asha, Co-Convener *Asha*

Prof. Rashmi Sharma, Member *Rashmi*

Prof. Neelam Rathi, Bursar *Neelam Rathi*

Dr. Poonam Yadav, Convener, Garden Committee *Poonam*

Prof. Suruchi Singh, Convener, IT Committee *Suruchi*

Dr. Punita Gupta, Convener, Library Committee *Punita*

Prof. Madhu Lomesh, BHH Lab. & Community Radio Committee *Madhu Lomesh*
2/11/2023

Prof. Tripta, Maintenance Committee *Tripta*
2/11/2023

Prof. Upasna Seth *Upasna*
2/11/2023

Prof. Poonam Lakra *Poonam*

Dr. Bimal Jain, Nominee of University Engineer *Bimal Jain*
2/11/2023

Shri Ashotush Aggarwal, S.O.(Admn.) *Ashotush*

Shri Jitender Gulia, S.O.(Accounts) *Jitender*

Shri Pardeep Dabas, Caretaker *Pardeep Dabas*

Shri Jamil, S&NA *Jamil*

Mamta Sharma

DATE: 02.11.2023

TIME: 12.00 Noon

Namta Nam
Ratho Poonam
Vahels
Poonam

Poorja
Bijay
Pooja
Suk
Nam
Nishant

17/06/2023

- Naanta Shan

2. The Governing Body considered the item no. 2 regarding purchase of a Public Address system. The same is essential under Disaster Management. In addition to that the same is to be utilized for other emergency announcements and daily prayers, news etc.
3. The Governing Body reconsidered the item no. 3 and resolved that one high end photocopy & three multiple user machines be purchased. The Governing Body considered the item no. 4 and resolved that four photostat machines be purchased out of which one highend for Principal Office and three multiple user type for Library, Administration and Accounts. Further it was resolved that payment @ Rupee 1 will be charged for photostating. QR code will be displayed at appropriate places for this.
4. The Governing Body considered and approved the All College LAN Upgradation and condoned the bid time period to 10 days.
5. The Governing Body considered the item no. 5 regarding CCTV cameras and resolved that the same be purchased within estimated Rs 20,000
6. The Governing Body considered the item no. 6 regarding non-working of four UPS and new UPS batteries. It was resolved that testing be done with one set of battery and based on the result the purchase be done within estimated Rs 50,000
7. The Governing Body considered the item no. 7 regarding projectors repair and reinstallation/shifting to new rooms within estimated cost
8. The Governing Body considered item 8 regarding AMC of the website, it was resolved that the same may be approved for initially three months and reviewed.
9. The Governing Body approved the item 9 for FT laboratory
10. The Governing Body considered the item no. 10 for NHE Laboratory

Hanita Shams

			letter		
11	Kiosk	01	Discipline Committee requirement	250000	Rule 147 and 149 , Page 33(GFR 2017)
12	Bathroom repairing work	8	Maintenance /Caretaker	230000	Rule 155 and , Page 33(GFR 2017)
13	Stationery Items		Requirement (Caretaker)	80000	Rule 147 and 149 , Page 33(GFR 2017)
14	Garden Equipment		Garden Committee requirement	60000	Rule 147 and 149 , Page 33(GFR 2017)
		Reporting Matters			
1	New Stock Registers as per GFR 41		GB-127 requirement (Caretaker)		
2	Safety Tank		Urgent requirement (Caretaker)		
3	IT items AMC		GB 120 IT Committee		
4	Server	02	GB-129 IT Committee Requirement S&N Administrator		
5	Security Bid				
6	Sanitation And Mali Bid				

Mamta Shaan

Rathin Prasad

Maryin

Venues

Pooja

Pooja

Pooja

Tamil

Pooja

Amr Pooja

11. The Governing Body deferred item 11 regarding kiosk

Mamta Shaan

12. The Governing Body approved the items 12 regarding washroom repairing work within the proposed budget as per GFR.
13. The Governing Body considered the item no. 13 regarding stationary items.
14. The Governing Body considered and approved the item no. 14 regarding the purchase of Garden equipments.
15. The Governing Body approved the items 1 to 4 under reporting matters
16. The Governing Body noted the progress of Bid in case of Security, Sanitation and Mali and resolved that work order based on final bids be done from 01.12.2023. Regarding the MTS office under the present arrangement, the security agency will be approached till the bid for this is finalized.
17. Further the Governing Body approved the Upgradation of Jio Bandwidth from 20 mbps to 50 mbps

Manish Shrivastava

Minutes of Local Purchase Committee

S. No.	Items/Services	
1	Online meeting apparatus	Requirement for the online meeting apparatus was submitted by IT Committee/IQAC. Central Purchase Committee (CPC) approved the same as per GFR.
2	Public Address System	Requirement was submitted by Disaster Management Committee. CPC approved the same as per GFR.
3	Photostat machines	Purchase of Photostat machines was passed in GB120 meeting. This is a work in Progress. Committee approved the same. The GFR should be followed.
4	Full College Campus Fiber LAN Upgradation	Requirement of same was submitted by IT committee. Bids are in progress on GeM portal. CPC approved the matter.
5	CCTV	Requirement of CCTV cameras for campus security was submitted by IT committee. CPC approved the same as per GFR and suggested that work should be completed urgently.
6	Non-Working UPS and New UPS Battery	Requirement of same was submitted by IT committee. Matter was recommended by Library committee as well. CPC approved the same as per GFR.
7	Projector Repair and Projector reinstallation/shifting to new rooms	Requirement of same was submitted by IT committee. Matter was approved by Purchase committee. Work is currently in progress. CPC approved the same. The GFR should be followed.
8	Website AMC	Mr Jamil had requested for annual maintenance of college website. IT committee had recommended the matter for further action. Based on satisfactory report of previous vendor, CPC approved that work order of same vendor should be extended for another year.

Namita Sharm

Ratna
Naeja
Chand

Rajni
Rajni
Rajni

Jamil
Jamil
Jamil

Namita Sharm

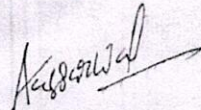
9/2

The Governing Body recorded the status of E-tendering done.

ADITI MAHAVIDYALAYA
University of Delhi
Bawana, Delhi-110039

Subject: E- Tender Status Report (On GEM)

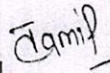
1	Civil work including furniture	on process
2	Electrical work	on process
3	Hall Stage lighting, Audio/Video system	on process
4	Hall LED wall (for hall)	on process
5	Interactive Panels for class room	Work is done
6	Cafeteria furniture	Work is done
7	Automatic weather station	on process
8	Security Manpower Service	Work is done
9	Desktop Computers, MFH Printer	Work is done
10	Sanitation Service	Work is done
11	Canteen Service	Work is done



Sh. Ashutosh Aggarwal
SO (Admin)



Sh. Jitender Gulia
SO (Account)

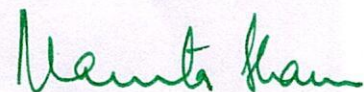


Jamil

System and Network administrator

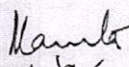


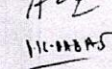


9/3

The Governing Body considered the minutes of Old Document Disposal Committee and approved the same



Minutes of the condemnation and old document disposal committee meeting held on October 31, 2023 at 11:00 am, Principal office

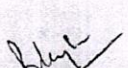



Member Present

Prof Mamta Sharma	Principal	
Dr Punita Gupta	Member	
Mr Ashutosh Agarwal	SO Admin	
Mr Pradeep Dabas	Care Taker	
Mr Jamil	System and network administrator	
Mr Jitender Guliya	SO Accounts	

Minutes of the meeting are as follows:

It is to report that the requests from department of Geography, Commerce, Library, NCWEB and GFATM /SAKSHAM project were received for the disposal of old files, papers and newspapers.

It was decided to process all of the sorted old documents from the aforementioned departments and offices in accordance with the same protocol in order to dispose of them as it was previously done.

ITEM NO.10 Achievements of the college

- 10/1 To report that the college received award from Green-o-tech**
- 10/2 To report about the various research projects received from ICSSR by college professors**
- 10/2-1 Prof Mala Mishra**
- 10/2-2 Prof Beena Reji**
- 10/2-3 Prof Sunita Bahmani**



The Governing Body recorded appreciation .

ANY OTHER MATTER WITH THE PERMISSION OF CHAIR

- A. To consider the proposal of Ms Neerja Nagpal for starting an initiative
"Performer of the Year"

The Governing Body resolved that a detailed proposal be submitted in the next meeting.

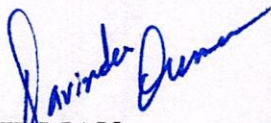
The meeting ended with thanks to the Chair.



**PROF. MAMTA SHARMA
MEMBER SECRETARY/PRINCIPAL**



TREASURER



CHAIRMAN