

**MINUTES OF THE MEETING OF THE GOVERNING BODY HELD  
ON MONDAY THE 15.01.2024 FROM 2.30 PM. AT UNIVERSITY  
GUEST HOUSE**

134

**PRESENT**

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

**ITEM NO.1** The minutes of the Governing Body meeting no. 133 held on 06.11.2023 were placed for confirmation.

The minutes of the meeting were confirmed except 9/1.

Under ITEM 9/1 the Governing body resolved as follows

1. *Each Purchase shall be verified by the Principal and CPC-2 (Local Purchase Committee) members while providing appropriate justification of the purchase undertaken along with the compliance of GFR.*

*All purchases shall be approved by CPC-2(Local Purchase Committee) having members from college, DHE and University*

*The proceedings shall be placed before the Treasurer for further verification and onward submission to Governing Body*

*The Governing Body approved the following composition of CPC 2 (Local Purchase Committee:*

- a. *Prof Mamta Sharma - Principal*
- b. *Prof Neerja Deswal - Convener Purchase Committee*
- c. *Prof Asha - Co-Convener Purchase Committee*
- d. *Prof Rashmi Sharma - Member Purchase Committee*
- e. *Prof Neelam Rathi - Bursar*



- f. Dr Poonam Yadav - Convener Garden Committee - Special Invitee
- g. Prof Suruchi Singh - Convener IT Committee - Special Invitee
- h. Dr Punita Gupta - Convener Library Committee - Special Invitee
- i. Prof Madhu Lomesh - Convener Media Committee - Special Invitee
- j. Prof Tripta - Convener Maintenance Committee - Special Invitee
- k. Prof Upasna Seth-DIC - Food Tech- Special Invitee
- l. Prof Poonam Lakra -TIC-Home Science - DIC (NHE) - Special Invitee
- m. Dr Bimal Jain - Nominee of University Engineer - Special Invitee
- n. Sh Ashutosh Aggarwal - SO(Adm)
- o. Sh Jitender Gulia - SO (Acc)
- p. Sh Pradeep Dabas - Caretaker
- q. Sh Jamil System and Network Administrator (For GeM Assistance)

2. For future procurements with reference to notice AM/2023/1143 dated 27.06.2023, prior permission of the Governing Body will be taken for inviting members as special invitees.
3. The Governing Body revised the constitution of Finance Committee approved in GB meeting no. 132 with the following ex officio members:
  - a. Treasurer
  - b. Principal
  - c. Bursar
  - d. Teacher Representative on Governing Body
  - e. Convener Purchase Committee
  - f. Sh RP Meena Directorate of Higher Education
  - g. Sh Manish Jain Directorate of Higher Education
  - h. Section Officer (Administration) (For assistance)
  - i. Section Officer (Accounts) (For assistance)

**ITEM NO.2    The 'Action Taken Report' on the decisions made by the Governing Body No. 133 held on 06.11.2023**

The same is placed before the Governing Body for information.

*Manita Sharma*

**ITEM NO.3** Matters, if any, arising out of the Minutes of the meeting of the Governing Body No. 133 held on 06.11.2023.

As per ITEM No. 1

**ITEM NO.4** To report the letters received from University/UGC/MHRD/Others.

- 4/1-1** To report letter no. CS-I/111/Amendment Circular(TS)/2023/6875 dated 02.11.2023 from Deputy Registrar regarding amendment of ordinance adopted by University vide EC resolution 31-36 dated 25.08.2023.
- 4/1-2** To report letter no. CB-II/Teaching Rectt/2023/630/ dated 16.11.2023 from Deputy Registrar (Colleges) regarding consideration of SC/ST/OBC/EWS/PwBD under UR category if they are fulfilling the requirements of UR candidates.
- 4/1-3** To report letter no. CB-II/Circular/Recruit.-T/2023/630/ dated 16.11.2023 from Deputy Registrar (Colleges) regarding guidelines of screening and or shortlisting of candidates through direct recruitment in colleges
- 4/1-4** To report the approval of draft advertisement for teaching posts vide letter no. CB-II/Roster/Advt./AM/2023/974 dated 05.10.2023
- 4/1-5** To report the approval of Roster of non-teaching posts vide letter no. CB-II/110/Roster/AM/2023/ dated 06.11.2023
- 4/1-6** To report the approval of draft advertisement and PwBD roster for non-teaching posts vide letter no. CB-II/110/Roster/AM/2022/648 dated 01.12.2023
- 4/1-7** To report letter no. CB-II/Status-Points & issues/GNCTD/2023/676 dated 20.12.2023 regarding Twelve 100% funded colleges
- 4/1-8** To report the constitution of committee by University regarding Twelve 100% funded colleges vide letter no. DR(C)/2023/R-4461 dated 15.12.2023
- 4/1-9** To report letter no. CS-1/(108)/TR/AM/2023/7045 dated 12.12.2023 regarding appointment of Prof Neelu Gupta as Teacher Representative on Governing Body under the category of less than 10 years

The ITEM NO. 4 was deferred

*Manish Kumar*

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

**5/1-1**

The Governing Committee was apprised about the approval to advertise teaching posts as per University approved roster. The house was informed that the posts of Assistant Professors in various subjects were advertised on 30.11.2023 and as per advertisement the last date was 05.01.2024.

The Governing Body resolved that the Screening committees may be constituted as per new University guidelines.

The Governing Body resolved that the Presentation Assessment Committee be constituted as per new university guidelines and the letter may be sent to the university for the expert panel for this committee.

Further it was resolved that the interviews be scheduled after receiving expert panels for the selection committees from university.

**The Governing Body approved the same.**

**5/1-2**

Approval to send draft advertisement and advertise non-teaching posts as per University approved roster.

The Governing Body was apprised that the roster and draft advertisement have been received from the university.

The Governing Body resolved that the same may be advertised with the approval of the university.

**The Governing Body approved the same.**

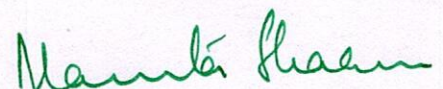
**5/2-1**

Approval for appointment of Mr.Jatin and Mr.Roshan as Lab. Attendant on contractual basis for a period of 180 days w.e.f. 5.12.2023, subject to approval of the Governing Body.

**The Governing Body approved the same.**

**5/2-2**

Approval of the appointment of Mr.Jamil as System & Network Administrator on contractual basis for a period from 21.11.2023 to 180 days subject to



approval of the Governing Body till the appointment of System & Network Administrator on contractual basis is made whichever is earlier.

**The Governing Body approved the same.**

5/2-3 Appointment of Ms Sonya (UR) as Guest Faculty in the Department of Mathematics as per selection Committee held on 10.11.2023

**The Governing Body approved the same.**

5/2-4 Appointment of Ms Krishna Veni Guest Faculty, Department of Home Science (HDFE) as per selection Committee held on 10.11.2023

**The Governing Body approved the same.**

5/2-5 Appointment of Sh Shiv Dutt as Research Associate for a period of three months in the ICSSR project entitled गरीबी उन्मूलन में दीनदयाल अन्त्योदय योजना के प्रभाव का अध्ययन: मध्यप्रदेश के धार एवं उत्तर प्रदेश के बांदा जिले के संदर्भ में by Prof Mala Mishra as per selection committee held on 17.11.2023

**The Governing Body approved the same.**

5/2-6 The Governing Body approved the appointments of the following adhoc teachers as per details given below from 15.12.2023 to 120 days i.e. 12.04.2024 or end of academic session whichever is earlier

| S.No. | Name                | Subject              |
|-------|---------------------|----------------------|
| 1.    | Dr.Bhupender Singh  | Chemistry            |
| 2.    | Dr.Promila Sehrawat | Economics            |
| 3.    | Ms.Anita Beniwal    | Education; B.El.Ed.  |
| 4.    | Ms.Priya Khurana    | Education ; B.El.Ed. |
| 5.    | Ms.Gomti            | Education; B.El.Ed   |
| 6.    | Ms.Alka Verma       | Education; B.El.Ed.  |
| 7.    | Ms.Mamta Arora      | Geography            |

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|     |                           |                    |
|-----|---------------------------|--------------------|
| 8.  | Dr.Sheetal Sharma         | Geography          |
| 9.  | Dr.Sunita Dahiya          | Commerce           |
| 10. | Dr.Parul Goel             | Commerce           |
| 11. | Ms.Rashi Paliwal          | Commerce           |
| 12. | Ms. Indu                  | Commerce           |
| 13. | Dr.Asha Devi              | Hindi              |
| 14. | Dr.Kamlesh Wadhwa         | Hindi              |
| 15. | Ms.Sangita Kumari         | Hindi              |
| 16. | Dr.Ritu Khatri            | Hindi              |
| 17. | Dr.Rashmi Gupta           | Physical Education |
| 18. | Dr.Manju Goel             | Social Work        |
| 19. | Ms.Manisha Pal            | Social Work        |
| 20. | Sh Rakesh Choudhary       | Social Work        |
| 21. | Ms. Gyanwati              | Social Work        |
| 22. | Ms.Juhi Bhatnagar         | Political Science  |
| 23. | Dr.Santosh Kumar<br>Yadav | Mathematics        |
| 24. | Dr Parul Chopra           | Commerce           |
| 25. | Ms.Mali Devi              | Social Work        |
| 26. | Shri Baldev Gulati        | Social work        |
| 27. | Dr.Manish Vats            | Physical Education |
| 28. | Ms.Shashi Prabha          | Home Science (NHE) |
| 29. | Ms.Lovely                 | Commerce           |
| 30. | Shri Aneesh T.V.          | Social Work        |

*Manish Sharma*

|     |                |           |
|-----|----------------|-----------|
| 31. | Dr.Shadab Khan | Geography |
| 32. | Shri Jagmohan  | Geography |

**The Governing Body approved the same.**

**5/2-7**

Approval to start the process of the guest appointments for various Departments

1. Geography (3)
2. English (1)
3. Economics (1)

**The Governing Body approved the same.**

The Governing Body was apprised that further three vacancies have been created as three adhoc faculties have joined other colleges. Consequent to which there is additional workload in the following departments

1. Department of Commerce
2. Department of Education
3. Department of Social Work

The Governing Body resolved that the processing (panel movement/Convening of Selection Committee/letter to university for expert panel) in this regard be started in the interest of the college.

**5/2-8**

Approval to start the process of the guest appointments by panel movement

| Department/Date of Selection Committee | No. of Posts | Waiting Panel in order of merit                              |
|--|--------------|--|
| Education<br>18.09.2023                | One          | Ms Nirjumoni<br>Bora<br>Ms Rekha Devi                        |
| Geography<br>18.09.2023                | Three        | <u>UR</u><br>Prakash Singh<br>Ekta<br><u>OBC</u><br>Ms Swati |
| Hindi                                  | One          | <u>UR</u>  |

*Manita Kaur*

|            |  |   |
|------------|--|---|
| 27.10.2023 |  | Ms Sangeeta<br>Ms Sarita<br><u>SC</u><br>Dr Bharat Pawar<br>Dr Manish Kumar |
|------------|--|---|

In case of refusal by a candidate, the next candidate on panel may be considered. In case the panel is exhausted, the process to conduct interviews may be considered.

**The Governing Body approved the same.**

**5/2-9**

Approval of the request Prof Mala Mishra regarding her appointment of Research Assistant and Field Officer for the ICSSR Project entitled गरीबी उन्मूलन में दीनदयाल अन्त्योदय योजना के प्रभाव का अध्ययन: मध्यप्रदेश के धार एवं उत्तर प्रदेश के बांदा जिले के संदर्भ में

**The Governing Body approved the same.**

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

**6/1**

To consider the request dated 19<sup>th</sup> October, 2023 from Ms.Pooja Sharma, Psychologist requesting for appointment as Psychologist on Short Term Contract basis for a period of six months on a consolidated salary of Rs.21,100.00 p.m. from 23.10.2023. The period of appointment of Ms.Pooja Sharma has expired on 20<sup>th</sup> October, 2023. The annexures with self appraisal report duly forwarded by Ms.Mali, Assistant Professor in Social Work for the period from 21<sup>st</sup> April, 2023 to 8.11.2023 was submitted late i.e. on 8.11.2023 by Ms.Pooja Sharma.

**The Governing Body approved the ITEM 6/1**

**6/2A**

To consider the request of Mr Aseem Kumar regarding MACP, Increment of July 2023 etc

**The Governing Body deferred the ITEM 6/2A**

*Hanika Sharma*

- 6/2B To consider the request of Mr Aseem regarding Fact Finding and Enquiry Committee Report and 50% pending salary during suspension.  
**The Governing Body deferred the ITEM 6/2B**
- 6/2C To consider the monthly report submitted by the Reporting Officer regarding conduct of Mr Aseem  
**The Governing Body deferred the ITEM 6/2C**
- 6/3 To report the order of SC Commission related to Ms Pawan Devi, communication to the university, legal advice related to this.  
**The Governing Body deferred the ITEM 6/3**
- 6/4 The matter of appointment of Dr Ritu Sharma as Coordinator IGNOU was place before the Governing Body  
**The Governing Body approved the ITEM 6/4**
- 6/5 To consider the request of Prof Mala Mishra for updation of service record in view of closure of State VS Prof Mala Mishra case was place before the Governing Body  
**The Governing Body approved the ITEM 6/5**
- 6/6 The request of Prof Sandhya Vatsayana for updation of service record in view of closure of State VS Prof Sandhya Vatsayana case was place before the Governing Body  
**The Governing Body approved the ITEM 6/6**
- 6/7 The application dated 05.01.2024 from Dr Archana Tyagi to take VRS was place before the Governing Body  
**The Governing Body approved the ITEM 6/7**



6/8 The Matter of approval of the pay fixation of the following teachers was place before the Governing Body

1. Dr Kamlesh Rani
2. Dr Nidhi Goel
3. Dr Anu Jain
4. Dr Hema Gupta

**The Governing Body approved the ITEM 6/8**

6/9 The matter of Pay fixation of Sh Rajbir, Laboratory Assistant, OMSP Laboratory was placed before the Governing Body

**The Governing Body approved the ITEM 6/9**

6/10 The constitution of a committee for any grievance related to APAR for smooth and timely compliance was reported.

**The Governing Body approved the ITEM 6/10**

**ITEM NO.7 To consider the minutes of Staff Council Committees**

7/1 The Workload Committee Minutes as per were placed before the Governing Body

**The Governing Body approved the ITEM 7/1**

7/2 The proposal of the International conference on the theme "Sabke Ram" was placed before the Governing Body.

**The Governing Body approved the International Conference on the theme "Sabke Ram" to be held on 19.01.2024 jointly organized by Bhasha Kendra, Department of Hindi and Cultural Committee with budget appropriation. The same be done as per approved budget of the academic session 2023-24 in the Governing Body meeting no. 131**

7/3 The Governing Body approved the tentative activity calendar under Viksit Bharat@2047 with the budget allocation from the Cultural Committee in collaboration with other Departments/Committees. The same be done as per approved budget of the academic session 2023-24 in the Governing Body meeting no. 131



7/4 To consider minutes of the composite committee consisting of Central Purchase, infrastructure, budget and e-tendering recommending the payments to be made for the various items/services.

**The Governing Body deferred the ITEM 7/4**

**ITEM NO.8 To consider the minutes of Statutory Committees**

8/1 The report of the Internal Complaint Committee was placed. It was informed that the same has been submitted with the District Magistrate (Narela)

**The Governing Body approved the ITEM 8/1**

**ITEM NO.9 Administrative matters**

9/1 To approve the appointment of Prof Neelam Rathi as college Bursar w.e.f. 15.02.2024 for a period of one year.

**The Governing Body deferred the ITEM 9/1**

9/2 The Governing Body resolved to advertise the post of Librarian on deputation basis in view of resignation of Mr Pankaj working as librarian on adhoc basis.

**It was resolved that the posts of Sr Assistant and Assistant be readvertised on deputation basis.**

**It was resolved that the post of Administrative Officer be advertised again.**

**It was further resolved that process of roster updation, advertisement approval be started in advance for the vacancy to be created in consequence to the superannuation of Sr Personal Assistant to Principal**

9/3 The Governing Body resolved to start the process regarding appointments of non teaching employees purely on contractual basis on following posts.

**It was further resolved that information regarding this be given to Delhi University and DHE**



| Posts                       | Total no.  |
|-----------------------------|------------|
| MTS Laboratory              | 4 UR, 1 SC |
| Laboratory Assistant        | 1 UR       |
| Senior Technical Assistants | 2 UR       |

**The Governing Body approved the ITEM 9/3**

9/4

The Governing Body accorded the Administrative and Financial approval of the renovation of Principal Office as per civil estimate of Rs 20,36,200 and electrical estimate of Rs 17,72,900 submitted by PWD as per letter dated 27.05.2022 and 30.5.2022 respectively. The same may be sent to the Directorate of Higher Education for further approval and sanction.

**The Governing Body approved the ITEM 9/4**

**ITEM NO.10 Accounts matters**

10/1

To approve the minutes of Provident Fund Committee meeting held on 08.01.2024 as per new guidelines

| Employee/Designation                                | Amount       |
|---|--------------|
| Prof Indu Naisher<br>Department of Biology<br>BEIEd | Rs 20,00,000 |
| Sh Ashutosh Aggarwal<br>Section Officer (Adm)       | Rs 5, 00,000 |
| Sh Satya Prakash<br>Safai Karamchari                | Rs 3,00,000  |

10/2

Fixation of Family Pension of Late Sh Joginder as per university letter no. Fin./Pen.Cell/F-02/2023-24/1460 dated 27.12.2023



**The Governing Body deferred the ITEM 10**

**ITEM NO.11 Achievements of the college**

**11/1** Peer Team Visit by NAAC and status of the Accreditation was reported to the Governing Body. It was further informed that the college has gone into appeal.

The Governing Body resolved that a review committee be constituted in this regard

**11/2** To report about the felicitation by University of Delhi regarding G-20 event.

The Governing Body expressed gratitude to the office of Culture Council for giving this opportunity to the college

**ANY OTHER MATTER WITH THE PERMISSION OF CHAIR**

**A** The issue of pending promotion arrears was raised by Prof Neelu Gupta (Teacher Representative on Governing Body)

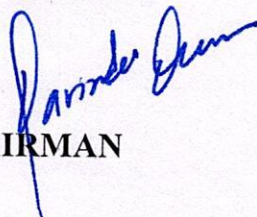
The Governing Body resolved that periodic reminders be sent to Directorate of Higher Education

The Governing Body unanimously resolved that next date of Governing Body is 29.01.2024 at 2 PM

The meeting ended with thanks to the Chair



**TREASURER**



**CHAIRMAN**



**PROF MAMTA SHARMA  
PRINCIPAL/MEMBER SECRETARY**