

MINUTES

A meeting of the Governing Body of the college was held on Monday, 30th September, 2019 at 01:00 P.M. in the office of Director ACBR, University of Delhi, Delhi - 110007.

The following members were present:

1	Prof. Daman Saluja	Chairperson, Governing Body
2	Prof. Satish K. Awasthi	Treasurer, Governing Body
3	Dr. Vandana Arora	Teacher's Representative
4	Dr. Dhanpal Singh	Teacher's Representative
5	Mr. Chander Prakash	Non-Teaching Representative
6	Dr. Madhu Pruthi	Principal & Member Secretary

1. Draft Minutes of Governing Body meeting dated 20.09.2019 were reported and discussed. The same were approved after incorporating suggested corrections.
2. The following actions taken by Chairperson and Treasurer, Governing Body for smooth functioning of the college were reported, recorded and approved:
 - I. Approved the extension of term of Bursar for a further period of two years or till further orders.
 - II. Payment of salary of staff for the month of September, 2019 by utilizing money available in the College Accounts 2370101014415 (including auto sweep balance) and 2370101020705.
 - III. Approved purchase of one Split Air Conditioner (1.5 Ton) for the room of Vice Principal in lieu of old AC that is more than thirteen years old and lot of money has already been spent on its repairing.
3. The following actions taken by Principal for smooth functioning of the college were reported, recorded and approved:
 - (i) Organizing oath ceremony function in the college on 25th September'19 for the students elected in the KMVSU election.

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4. (a) The Principal recommended the name of Dr. Vijay Kumar Verma (Dr.V.K. Verma), Associate Professor, Department of Physics for the post of Vice-Principal. All the members unanimously approved his name. The Chairperson, GB directed the Principal to communicate the name of Dr. Vijay Kumar Verma Associate Professor, Department of Physics, for the post of Vice Principal to University of Delhi for their approval.
- (b) The house approved the following duties assigned by Principal for Vice Principal post in the meeting:
- (I) All works related to student dealing (except finance) including attestation of documents/ marksheet, issue of provisional certificate, NOC etc.
 - (II) Allotment of GE option to the students.
 - (III) Admission to college courses including UG, language – Certificate & Diploma, Add on courses etc.
 - (IV) Admission to Hostel.
 - (V) Conduct of theory exam of all regular courses of college including UG and Certificate and Diploma courses as Coordinator of Practical and Superintendent of Theory exam.
 - (VI) Grant of Casual Leave and Medical Leave to staff members
 - (VII) Further depending upon the needs, any other work may be assigned by the Principal from time to time.
5. A letter received from Mr. Amit Kumar on behalf of Mother Dairy regarding supply of milk products for students and staff members of college was reported and recorded. The house suggested the college to float E-tender for the same.
6. The allotment of Central Evaluation Centre (CEC) center for the subject BMS, BBE, BBS, BFIA, Electronics, Instrumentation and Polymer Science was reported and recorded.
7. Request of computer science department for an additional expenditure of Rs. 7,00,000/- over and above Rs. 20,00,000/- already sanctioned for purchase of computers and printers for Computer Science Department, Administration, Accounts and Library was reported, recorded and approved.

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Under Addendum

1. The revised 200 point roster after incorporation of Stake holder comments was reported, recorded and approved to be sent to University of Delhi for their necessary approval.
2. A budget of Rs 2 lacs was approved by GB members for the CEO event to be organized by Department of Management studies.
3. Proposed additional budget of Rs 5 lacs as detailed below for organizing Silver jubilee event by college was reported recorded and unanimously approved by GB members.

1.	Godess Saraswati Idol	1,50,000/-
2.	Memoirs for Staff Member	2,00,000/-
3.	Air Ticket, Boarding & Lodging and local transport of Chief Guest	50,000/-
4.	Wall of Honor and Magazine etc.	1,00,000/-
	Total =	5,00,000/-

4. GB members approved the engagement of Adhoc faculty members against one teaching post vacated by an adhoc faculty in Department of Psychology and also against a Permanent lady teacher going on Maternity leave during end of November'19

The meeting ended with a vote of thanks to the chair.

(Dr. Madhu Pruthi)
Principal & Member Secretary
Governing Body

Chairperson,
Governing Body