

MINUTES

A meeting of the Governing Body of the college was held on Friday, 20th September, 2019 at 02:00 p.m in the office of 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. Minutes of Governing Body meeting dated 08.08.2019 were reported, recorded and confirmed with the following revision :

- (i) In the minutes of previous GB Meeting dated 12.10.2004, it was reported and unanimously resolved to “exempt the wards of the employees of the college who are admitted in our college from payment of college dues as a policy decision. This will be applicable to those also who have already been admitted under this category.” However, the GB members asked the college to get the same confirmed as per rules of Directorate of Higher Education, the college funding agency.

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 budget of Rs. 2,40,000/- for organizing Freshers Welcome 2019-20.
(ii) Approved the budget of Rs. 37,000/- for organizing one day inter college Robot designing technical event on 3rd September, 2019.
(iii) Approved the budget of Rs. 1,60,000/- for Students Union Election 2019-20.
(iv) Grant of Withdrawal from General Provident Fund to following employees:
1. Ms. Saroj Bala, Water Woman - Rs. 2,00,000/-
2. Mr. Shiv Narain, Assistant - Rs. 3,00,000/-

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- (v) Grant of MACPS to following Non-Teaching staff as per approval of University of Delhi vide letter No.: CS-III/009/MACP/KMV/2019/520 dated 05/13.08.2019.

S. No.	Name and Designation	MACP	Pay to be fixed with applicable Level & Cell with effective date	Date of next increment
1	Sh. Chander Prakash Laboratory Assistant	2 nd MACP	Rs. 37000/- Level – 05, Cell – 09 w.e.f 19.12.2017	01.07.2018 & subsequent increments in July each year, if otherwise admissible
2	Sh. Jasbir Singh, Laboratory Attendant	1 st MACP	Rs. 6860/- + 1900/- (5200-20200) PB-1 w.e.f 01.09.2008	01.07.2009 & subsequent increments in July each year, if otherwise admissible
		2 nd MACP	Rs. 32000/- Level – 03, Cell – 14 w.e.f 01.07.2018	01.07.2019 & subsequent increments in July each year, if otherwise admissible
3	Sh. Rajesh Kumar Laboratory Assistant	3 rd MACP	Rs. 58600/- Level – 07, Cell – 10 w.e.f 01.09.2018	01.07.2019 & subsequent increments in July each year, if otherwise admissible

- (VI) Appointment of following Guest teachers upto dispersal of classes i.e 16th November, 2019 from the date of their joining:

S. No.	Name of Guest Teacher(s)	Department	Date of appointment
1	Ms. Soni Mitali	Management Studies	04.09.2019
2	Dr. Amit Akoijam	Environmental Studies	04.09.2019

- (VII) Approved the fine charges levied on students (Rs. 1000/- for late payment of College Annual Fees on 10th and 11th September, 2019 and further to charge Rs. 2500/- as fine towards late payment of Annual Fees from the remaining students after 12th September, 2019). The GB members unanimously agreed upon to allow college to levy a fine charge of Rs 50/- per day on students after notified due date of payment of fee in future. The payment time for students initially should be 15 days with no fine charges and later Rs 50/- per day as late fee fine.
- (VIII) Approved the Revised Budget estimates for 2019-20 and Budget Proposals for 2020-2021 vide certificate dated 02.07.2019 for further submission to University of Delhi and Directorate of Higher Education.

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(IX) Approved the Audited Accounts of college for the financial year 2018-19 for forward submission to University of Delhi and Directorate of Higher Education.

3. The following actions taken by Principal for smooth functioning of the college were reported, recorded and approved:

(i) Re-appointment/ appointment of the following non-teaching staff on consolidated salary basis as per norms of the University of Delhi.

S. No.	Name	w.e.f.	Salary @Rs. P.M.	Designation	Period
1	Mr. Amit Kumar	19.08.2019	18960/-	Junior Assistant	6 Months
2	Mr. Mohit	27.08.2019	15070/-	MTS	6 Months
3	Mr. Lovkesh	27.08.2019	15070/-	MTS	6 Months
4	Mr. Akhilesh Kumar	03.09.2019	18960/-	Lab. Assistant	6 Months

4. Replies to Audit Para raised by Auditors of ELFA Audit for the year 2014-15 and 2015-16 in respect of our college in the office of Directorate of Higher Education for onward submission of our reply to the office of ELFA auditors were reported, recorded and approved.

5. Receipt of letter dated 07.08.2019 and reminder dated 21.08.2019 received from Mr. Manish Kumar Singh requesting to release ex-gratia payment of summer salary for the period from 26.05.2019 to 19.07.2019 was reported. However, the Chairperson and Treasurer, GB informed the house that there is no provision for payment of ex-gratia payment of summer salary to teachers who do not join the college on the opening day of college.

6. Receipt of letter dated 22.08.2019 from Ms. Kanishka regarding release of her Summer Salary was reported. However, the Chairperson and Treasurer, GB informed the house that there is no provision for payment of ex-gratia payment of summer salary to teachers who do not join the college on the opening day of college.

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7. Minutes of Staff Association held on 7th August, 2019 and 18th September, 2019 received from Secretary and President, Staff Association (Teaching) – Keshav Mahavidyalaya (University of Delhi) were reported and recorded. For the minutes of 7th August, 2019, the Chairperson and Treasurer, GB condemned the matter written in the minutes of the matter. Regarding minutes of the 16th September, 2019 received in the college on 18th September, 2019, the Chairperson and Treasurer, GB informed that appointment of Vice-Principal of the college should be done as per rules adopted in University of Delhi vide EC Resolution (EC(1) dated 01/02.07.2019 appendix XIII Resolution No. 8-8.
8. The recommendation of Department of Computer Science vide minutes dated 3rd September, 2019 were reported, recorded and approved regarding weeding of books issued from Library to the Department of Computer Science (Books to be return to Library and weeded out by Library). For specimen copies or books purchased by Department to be weeded out by Department itself. For point 3 regarding purchase of antivirus, the GB members advised to purchase a paper license of multiple user of Quick Heal, as it would be less expensive.
9. Receipt of letter No.: KMLASA/2K19/32 dated 03.09.2019 from President and Secretary, Keshav Mahavidyalaya Laboratory (Tech.) Staff Association regarding Laboratories Issues calling urgent redressal was reported and recorded. The GB members informed that new post creation would be done by DHE and appointments will be done as per Rules and Guidelines of University of Delhi approved by Directorate of Higher Education.
10. The new UGC Regulations on minimum qualifications for appointment of Teachers and Other Academic Staff in Universities and Colleges and measures for the maintenance of standards in higher education, 2018 and proposal for relevant consequential amendments to the Statutes, Ordinances and Regulations of the University vide its EC Minutes EC (2) dated 20/21.07.2019 Appendix – I, Resolution

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No. 31 and EC (1) dated 01-02.07.2019 as adopted by University of Delhi was reported and recorded.

11. The GB members permitted the engagement of Mr. Mayank Yadav, Advocate on University of Delhi's Panel to prepare and file a reply from college side in connection with legal notice filed by Mr. Anmol Aggarwal, B.Sc (Prog.) Physical Science – III Year student.

12. A budget of Rs. 70,000/- for repair and servicing of projectors installed in various rooms/ labs in the college was reported, recorded and approved.

13. The result of successful conduction of KMVSU and DUSU Election on 12th September, 2019 were reported, recorded and approved.

1. Mr. Mohit Jain - President, KMVSU
2. Mohammed Owais - Vice-President, KMVSU
3. Mr. Abhishek Kumar - Secretary, KMVSU
4. Mr. Vyom Birla - Joint Secretary, KMVSU
5. Ms. Sanu Chauhan - Member of Central Councilor of DUSU
6. Mr. Shashwat Jaiswal - Member of Central Councilor of DUSU

14. The sanction of following proposals (submitted by PWD to college have been sanctioned by Directorate of Higher Education Office to PWD) for various works of college were reported and recorded:

1	Special repair of Keshav Mahavidyalaya Pitampura, Delhi. SH: Replacement of damaged 50 mm Dia G.I Water supply pipeline from main connection to college.	Rs. 1,00,900/-
2	A/R & M/O to non-residential and residential buildings at Keshav Mahavidyalaya Pitampura, Delhi	Rs. 19,93,300/-
3	A/R & M/O to Keshav Mahavidyalaya Pitampura, Delhi SH: Providing and fixing PPR Pipeline and internal & external finishing work.	Rs. 24,80,000/-
4	Installation of 100 KLD Capacity Sewerage Treatment Plant at Keshav Mahavidyalaya, Pitampura, Delhi	Rs. 53,41,900/-
5	EOR to Keshav Mahavidyalaya Pitampura, Delhi SH: Construction of new toilet for Sports Students	Rs. 11,01,200/-

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6	EOR to Keshav Mahavidyalaya Pitampura, Delhi. SH: Providing iron grill across the boundary of various Garden areas.	Rs. 12,98,600/-
7	PE-Reg. EOR to Keshav Mahavidyalaya Pitampura, Delhi. Construction of three Nos. temporary rooms (Electrical Works)	Rs. 2,88,067/-
8	PE: ARMO including comprehensive maintenance of EI & Fans including street and Security Lights, Pump sets, DG Set, WTAC, Split AC, PTAC, Water Coolers, Water Purifier, UPS System, Fire fighting System, EPABX System, Sub-Station, RO Plant at Keshav Mahavidyalaya, Pitampura, Delhi during 2019-20	Rs. 61,43,925/-

15. The procedure followed for recommending name for Vice Principal as per note sheet was not found to be in order. The principal was asked to recommend a name of faculty member for the post of Vice-Principal in the next Governing Body meeting as per rules laid down amended ordinances of University of Delhi vide its EC Minutes EC (2) dated 20/21.07.2019 Appendix – I, Resolution No. 31 and EC (1) dated 01-02.07.2019 as adopted by University of Delhi
16. Replacement of Advocate - Mr. G.K. Pathak with Advocate Mr. Mayank Yadav, Advocate on Panel of University of Delhi to represent the case of Mr. Rambir vs Keshav Mahavidyalaya was reported, recorded and approved.
17. The approval given by previous GB regarding purchase of five newspapers for staff room for use of faculty members from library fee collected from students money was not considered right. The GB Chairperson and Treasurer informed that the newspapers of staff room should be purchased from Association money collected from faculty members and not from library fee collected from students.
18. Receipt of letter No.: Exam-IV/Merit/2018-19 dated 11.09.2019 from the Dean (Examination), University of Delhi, Delhi regarding Merit List – 2018 of students to be awarded on October, 2019 was reported and recorded. It is stated that the following two students have been shortlisted for the prize as detailed below:

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1	Mr. Manu Singh	B.Sc (Hons) Mathematics	Shri Suresh Bhatia Memorial Gold Medal
2	Mr. Kanishk Kala	B.A (Hons) Psychology	University Medal

19. Receipt of letter dated 04.09.2019 from Mr. Sandeep Vodwal, Assistant Professor in the Department of Commerce regarding his Progress Report during Study Leave (5th February, 2019 onwards) was reported, recorded and approved.

20. Receipt of letter dated 16.09.2019 from Dr. Surender Singh, Assistant Professor in the Department of Physical Education asking permission to be a member of Delhi Athletics Association was reported, recorded and approved.

21. A proposal of Rs. 1,44,83,300/- submitted to office of DHE for the approval for laying down of synthetic athelatic track of 200 Mtr. in the college by PWD was reported and recorded.

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

-Sd/-

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

-Sd/-

Chairperson,
Governing Body