



केशव महाविद्यालय
(दिल्ली विश्वविद्यालय)
KESHAV MAHAVIDYALAYA
(UNIVERSITY OF DELHI)



संदर्भ सं.....
Ref. No.....

Ref. No: KMV/F-3/6/2025/

दिनांक
Date

Dated: 20.02.2025

MINUTES

A meeting of the Governing Body of the college was held on Wednesday, 19th February, 2025 at 02:30 P.M.

The following members attended the meeting:

1	Prof. Haneet Gandhi	Chairperson, Governing Body
2	Prof. Vandana Mishra	Treasurer, Governing Body
3	Prof. Madhu Pruthi	Principal & Member Secretary
4	Prof. Richa Sharma	Teachers Representative on GB
5	Prof. Vipin Negi	Teachers Representative on GB
6	Mr. Kamal Gulati	Non-Teaching Representative on GB

1. Letter No.: CB-I/108/TR/KMV/2024/9650 dated 17.12.2024 from the Deputy Registrar (Colleges), University of Delhi regarding appointment of Prof. Richa Sharma and Prof. Vipin Negi as Teachers Representatives on the Governing Body for a period of one year beginning w.e.f. 10.12.2024 was reported in the meeting. The house welcomed the new members in the Governing Body. The Principal cum Member Secretary, Governing Body also thanked the outgoing Teacher Representative(s) on Governing Body for their contribution and the services which both of them had rendered for the upliftment of the college.
2. **The Governing Body resolved that the Minutes of Governing Body meeting held on 06.12.2024 be confirmed.**

3. Action Taken Report

The following actions taken as per the approval/decision taken by the Governing Body in its meeting held on 03.07.2024 and 22.07.2024 were reported and recorded:

- 3-1/ Letter written to the Director (Higher Education), Directorate of Higher Education, Govt. of NCT of Delhi whereby Preliminary Estimate(s) submitted by PWD were forwarded for approval (Refer Agenda 7-4/- of GB Meeting dated 06.12.2024)
- 3-2/ Child Care Leave granted to Prof. Shalini Devi, Department of Commerce from 09.01.2025 to 28.05.2025 (Refer Agenda 7-5/- of GB Meeting dated 06.12.2024) and appointment of Guest in lieu off.



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- 3-3/ Initiated the process of providing EPF to contractual employees (Refer Agenda 6-6/ of GB Meeting dated 06.12.2024) in reference to letter No.: CB-III/149/Circular/2024/579 dated 05.12.2024 received from the Deputy Registrar (Colleges), University of Delhi.
- 3-4/ Initiated the process of issue of Medical Card Facility for availing treatment in the Empanelled Hospital, Diagnostics Centres, Labs under CGHS Rates for Non-teaching contractual staff in reference to letter No. CS-III/Misc./Medical-contract/2023/10 dated 24.02.2023 received from Assistant Registrar (Colleges), University of Delhi.

4. Reporting Items as per Approval of Chairperson and Treasurer GB:

The Governing Body accepted following items as per approval granted by Chairperson, Governing Body and Treasurer, Governing Body for smooth functioning of the college:

- 4-1/ EOR to Keshav Mahavidyalaya, Pitampura, Delhi (SH: Repair work regarding seepage in Principal residence at Keshav Mahavidyalaya, Pitampura, Delhi – 110034) of Rs. 7,47,900/- for repair work regarding seepage in Principal residence.
- 4-2/ EOR to Keshav Mahavidyalaya, Pitampura, Delhi (SH: Repair of Various Toilet, repair/ replacement of Doors, repair of plaster work)) of Rs. 10,55,200/- for repair work regarding repair of various toilet, repair/ replacement of doors, repair of plaster work at Keshav Mahavidyalaya.
- 4-3/ Release of the family pension to Mrs. Sunita Sachan W/o Late Sh. Ram Kumar, Ex-Daftri of this college.
- 4-4/ Budget proposal of Rs. 4,00,000/- by Sports Committee for celebrating the Sports Day during Feb, 2025.
- 4-5/ Appointment of one Assistant Professor on Guest basis (OBC Category) Mr. Sumit Kumar in the Department of Mathematics with specialization in Operational Research.
- 4-6/ Appointment of M/s SSR & Co. as the Auditor to audit the college accounts for the financial year 2024-25 as per letter No. 26-CA (N.O)/2024 dated 05.06.2024 issued by Mr. Anurag Sharma, Deputy Secretary, Disciplinary Directorate of ICAI, Delhi.
- 4-7/ Forwarding the case of promotion of Dr. Manjari Singh from Associate Professor (Pay Level 13A) to Professor (Pay Level – 14) in the Department of English to the University of Delhi for fixation of pay.



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4-8/ PF Withdrawal to the following staff as per their request letter:

1. Dr. Vijay Kumar Verma, Associate Professor, Department of Physics (Letter Dated - 13.01.2025)
2. Mr. Ram Sukh, Mali, Administration Section (Letter Dated - 10.01.2025)
3. Mr. Bhairav Dutt, Security (Letter Dated - 01.01.2025)
4. Mr. Prem Singh, Lab. Assistant, Physics Department (Letter Dated – 14.02.2025)

4-9/ Appointment of one Assistant Professor on Guest basis (OBC Category) Ms. Simarah Ahmed, in the Department of Commerce against Prof. Shalini Devi who is currently on Child Care Leave w.e.f 09.01.2025 till 28.05.2025.

4-10/ Release of Commutation of Pension to Mr. Raj Kumar, Ex-Section Officer (Admin.), superannuated on 31.10.2021, as per approval granted by University of Delhi vide letter Ref. No: Fin./Pen.Cell/F-35/2025-2026/2887 dated 06/07th January, 2025.

4-11/ Request of Prof. Rubina Mittal, Department of Mathematics for Voluntary Retirement w.e.f 01.04.2025. The same was forwarded to University of Delhi for further necessary action.

4-12/ Appointment of Dr. Anjali Thukral, Associate Professor, Department of Computer Science for the post of Bursar of the college for a period of two years w.e.f 6th January, 2025.

4-13/ Promotion of following teachers from Assistant Professor (Pay Level – 12) to Associate Professor (Pay Level 13A).

- (a) Mr. Ravi Kumar Yadav, Assistant Professor, Department of Computer Science
- (b) Mr. Praveen Kumar, Assistant Professor, Department of Commerce
- (c) Ms. Chetna, Assistant Professor, Department of Physics
- (d) Ms. Meenakshi, Assistant Professor, Department of Physics

4-14/ Extension of Study Leave of Ms. Richa Gupta, Assistant Professor in the Department of Computer Science for one more year beginning 01.02.2025.

4-15/ Approval of Budget Estimate for Spic Macay 'Flute Recital by Pt. Nityanand Haldipur' for Rs. 1,70,000/-



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5. Reporting Items as per Approval of Principal

The Governing Body accepted following items as per approval granted by Principal for smooth functioning of the college:

- 5-1/ Adopted the revised rates of minimum wages applicable in respect of unskilled, semiskilled and skilled categories in all schedules employment w.e.f 01.10.2024 as per the order of Governing Body meeting dated 06.12.2024 Agenda No. 6-2/-.
- 5-2/ Disposal of Waste Items (Raddi, E-Waste and Misc. Waste Items) on MSTC on 12.02.2025 for Rs. 6,71,957/-

6. Receipt of letters from University of Delhi, UGC and DHE were reported, recorded and adopted

- 6-1/ Receipt of letter No.: CB.II/Governance/12 Colleges/GNTD/2023/48 dated 11.02.2025 from the Deputy Registrar (Colleges), University of Delhi regarding preparation of roster of teaching and non-teaching post and to seek prior approval of the University to proceed further with the advertisement and recruitment process in compliance with the established procedures laid down in this behalf within a weeks' time.
- 6-2/ Receipt of Grant-in-Aid for Salaries of Rs. 8,00,00,000/- (Rupees Eight Crore only) from the Deputy Director/ HOO (HE), Govt. of NCT of Delhi, Directorate of Higher Education, Muni Maya Ram Marg, Pitampura vide letter No: DHE.3(05)/100%/Grant-in-Aid/KESHAV/2024-25/4118-27 dated 22.01.2025.

7. Consideration Items

- 7-1/ The request letter dated 01.05.2024 and 26.12.2024 received from Ms. Meenu Sharma, Warden, Girls Hostel, Keshav Mahavidyalaya regarding increase in her salary were placed before the house. The house unanimously resolved:
 - (a) To increase the salary of Warden from Rs. 32000/- to Rs. 33000/- w.e.f 1st January, 2024 and Rs. 34,000/- w.e.f 1st January, 2025 (as per GB Minutes 09.10.2017 agenda item no. 6).
 - (b) For consideration of the post of Warden Equivalent to the post of Assistant (Pay Level – 04) i.e next post after Junior Assistant in hierarchy w.e.f 1st November, 2024 so that the provision of EPF and Dearness Allowance can be made in her salary (Ref. Letter No: CB-III/149/Circular/2024/579 dated 05.12.2024 received from the Dy. Registrar (Colleges), University of Delhi regarding implementation of Employees Provident Fund Scheme (EPF) for contractual employees), In this



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regards it was resolved to consider the matter in the next GB meeting after due consultation with fiancance officials of University of Delhi.

7-2/ Matter of grant of sabbatical leave to Prof. Kanupriya Goswami, Department of Physics, and Prof. Pardeep Kumar, Department of Commerce was again placed in the meeting alongwith the documents submitted by them in connection with their leave, as directed by Governing Body (Refer Agenda: 7-6/ and 7-7/ of GB Meeting dated 06.12.2024).

The house resolved that the two faculty members be granted Sabbatical Leave in the order of Date of submission of their application and as per availability of leave vacancy made for such leave.

Thus, the candidate who applied first will be granted for sabbatical leave when the sabbatical leave vacancy arises in March, 2025 when one teacher Dr. Rubina Mittal who is on Earned Leave comes back from her leave (keeping in mind the 10% quota) or takes volunteer retirement from April, 2025 and the candidate next in order will be granted when the second sabbatical leave vacancy arises.

7-3/ Budget Estimate prepared and submitted by Convenor, Cultural Committee regarding Fresher's Party for Rs. 1,80,750/- was placed before the house. The house approved the same.

7-4/ Budget Estimate prepared and submitted by Convenor, Nivesh Cell regarding Arthvyawastha 2025 for Rs. 47,300/- was placed before the house. The house approved the same.

7-5/ Budget Estimate prepared and submitted by Teacher-in-Charge, Department of Management Studies regarding Cognizance 2025 for Rs. 1,13,500/- was placed before the house. The house approved the same.

7-6/ Budget Estimate(s) prepared and submitted by Convenor, BLITZ, The Computer Science Society regarding Blitzkrieg 2025 for Rs. 1,49,200/- and Coding Competition for Rs. 4,800/- were placed before the house. The house approved the same.

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

Sd/-

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

Sd/-

(Prof. Haneet Gandhi)
Chairperson,
Governing Body