

MINUTES

A meeting of the Governing Body of the college was held on Thursday, 8th August, 2019 at 03:30 p.m in the office of the Principal.

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 22.05.2019 and 29.07.2019 were reported, recorded and approved.
2. The following actions taken by Chairperson and Treasurer, Governing Body for smooth functioning of the college were reported, recorded and approved:
 - (i) Grant of permission for enhancement of Fees of Certificate Course in

Course	Intake Capacity	Existing Fees	Proposed Fees
German and French Language	50 per course	4200 (For college students)	5500 (For college students)
		7500 (For outside students)	8500 (For outside students)
Radio Broadcasting Course	20	4500	7000

- (ii) Grant of Approval of budget of Rs. 50,000/- for organizing Open Day in the college on 12th June, 2019. However, actual expenditure for the same was Rs. 25,064/-.
- (iii) Withdrawal of Rs. 1,20,000/- from G.P.F to Mr. Rajender Kumar, Driver for renovation of his house.
- (iv) Grant of Approval to use an amount of Rs. 2,30,000/- for fixing door and windows in Radio Room and Rs. 90,000/- for purchase of two Split A.C and two cameras from College Development Fund.

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3. The following actions taken by Principal for smooth functioning of the college:
- (i) Appointment/re-appointment of Ad-hoc teachers upto (end of even semester 2019) from the date of their joining:

S. No.	Name of the Teacher	Department	Date of appointment
1	Ms. Astha Kanjlia	Management Studies	02.05.2019
2	Ms. Kritee Manchanda	Management Studies	02.05.2019
3	Dr. (Ms.) Nomita Sharma	Management Studies	02.05.2019
4	Dr. R.S. Rajpurohit	Commerce	02.05.2019
5	Mr. Hemant Yadav	Commerce	02.05.2019
6	Dr. (Ms.) Anjalika Solanki	Commerce	02.05.2019
7	Mr. Kunal Kumar	Commerce	02.05.2019
8	Ms. Namita Padhy	Commerce	02.05.2019
9	Ms. Prama Vishnoi	Commerce	02.05.2019
10	Ms. Monu Chauhan	Commerce	02.05.2019
11	Ms. Ruchi Goyal	Commerce	02.05.2019
12	Ms. Snehlata Rana	Commerce	02.05.2019
13	Ms. Nidhi Aggarwal	Commerce	02.05.2019
14	Mohd Tariq Azizy	Commerce	02.05.2019
15	Ms. Astha Goyal	Computer Science	02.05.2019
16	Ms. Rochana Chaturvedi	Computer Science	02.05.2019
17	Ms. Nidhi Passi	Computer Science	02.05.2019
18	Mr. Sumit Kumar Baberwal	Computer Science	02.05.2019
19	Dr. Sumit Kumar Agarwal	Computer Science	02.05.2019
20	Dr. (Ms.) Namita Aggarwal	Computer Science	02.05.2019
21	Mr. Sudhir Kumar Gupta	Computer Science	02.05.2019
22	Ms. Jyoti Kumari	Computer Science	02.05.2019
23	Mr. Rakesh Kumar	Computer Science	02.05.2019
24	Mr. Pradeep Kumar	Computer Science	02.05.2019
25	Mr. Anand	Computer Science	02.05.2019
26	Ms. Rashmeet Kaur Chawla	Computer Science	02.05.2019
27	Ms. Kanishka	Computer Science	02.05.2019
28	Mr. Manish Kumar	Computer Science	02.05.2019
29	Ms. Disha Garg	Computer Science	02.05.2019
30	Mr. Himanshu Kushwah	Electronics	02.05.2019
31	Mr. Anil Sethi	Electronics	02.05.2019
32	Mr. Prashant Kumar	Electronics	02.05.2019
33	Mohd. Rafeeqe CK	English	02.05.2019

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34	Mr. Archit Nanda	English	02.05.2019
35	Ms. Richie Aggarwal	Mathematics	02.05.2019
36	Ms. Vandana Verma	Mathematics	02.05.2019
37	Ms. Rajat Arora	Mathematics	02.05.2019
38	Dr. Ram Chander Verma	Mathematics	02.05.2019
39	Dr. Panjabi Singh	Mathematics	02.05.2019
40	Dr. Subedar Ram	Mathematics	02.05.2019
41	Dr. Ravi Kumar	Mathematics	02.05.2019
42	Mr. Deepak Kumar Meena	Mathematics	02.05.2019
43	Dr. (Ms.) Smita Korpall	Physics	02.05.2019
44	Mr. Gagandeep Longiany	Physics	02.05.2019
45	Mr. Neha Yadav	Physics	02.05.2019
46	Dr. (Ms.) Vandana Gambhir nee Chopra	Psychology	02.05.2019
47	Dr. (Ms.) Shailja Rana	Psychology	02.05.2019
48	Mr. Ved Prakash Maurya	Psychology	02.05.2019
49	Dr. (Ms.) Pallavi Raj	Psychology	02.05.2019
50	Dr. (Ms.) Geetanjali Sageena	EVS	02.05.2019
51	Mr. Virender Yadav	Hindi	02.05.2019

- (ii) Appointment/re-appointment of Ad-hoc teachers for four months or 120 days from the date of their joining (whichever is earlier):

S. No.	Name of the Teacher	Department	Date of appointment
1	Ms. Astha Kanjlia	Management Studies	20.07.2019
2	Ms. Kritee Manchanda	Management Studies	20.07.2019
3	Dr. (Ms.) Nomita Sharma	Management Studies	20.07.2019
4	Dr. R.S. Rajpurohit	Commerce	20.07.2019
5	Mr. Hemant Yadav	Commerce	20.07.2019
6	Dr. (Ms.) Anjalika Solanki	Commerce	20.07.2019
7	Mr. Kunal Kumar	Commerce	20.07.2019
8	Ms. Namita Padhy	Commerce	20.07.2019
9	Ms. Prama Vishnoi	Commerce	20.07.2019
10	Ms. Monu Chauhan	Commerce	20.07.2019
11	Ms. Ruchi Goyal	Commerce	20.07.2019
12	Ms. Snehlata Rana	Commerce	20.07.2019
13	Ms. Nidhi Aggarwal	Commerce	20.07.2019
14	Mohd Tariq Azizy	Commerce	20.07.2019

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15	Ms. Shivani *	Commerce	20.07.2019
16	Ms. Astha Goyal	Computer Science	20.07.2019
17	Ms. Rochana Chaturvedi	Computer Science	20.07.2019
18	Ms. Nidhi Passi	Computer Science	20.07.2019
19	Mr. Sumit Kumar Baberwal	Computer Science	20.07.2019
20	Dr. Sumit Kumar Agarwal	Computer Science	20.07.2019
21	Dr. (Ms.) Namita Aggarwal	Computer Science	20.07.2019
22	Mr. Sudhir Kumar Gupta	Computer Science	20.07.2019
23	Ms. Jyoti Kumari	Computer Science	20.07.2019
24	Mr. Rakesh Kumar	Computer Science	20.07.2019
25	Mr. Pradeep Kumar	Computer Science	20.07.2019
26	Mr. Anand	Computer Science	20.07.2019
27	Ms. Rashmeet Kaur Chawla	Computer Science	20.07.2019
28	Ms. Disha Garg	Computer Science	20.07.2019
29	Mr. Himanshu Kushwah	Electronics	20.07.2019
30	Mr. Anil Sethi	Electronics	20.07.2019
31	Mr. Prashant Kumar	Electronics	20.07.2019
32	Dr. (Ms.) Jyoti Bansal	Electronics	31.07.2019
33	Mohd. Rafeeqe CK	English	20.07.2019
34	Mr. Archit Nanda	English	20.07.2019
35	Ms. Richie Aggarwal	Mathematics	20.07.2019
36	Ms. Vandana Verma	Mathematics	20.07.2019
37	Ms. Rajat Arora	Mathematics	20.07.2019
38	Dr. Ram Chander Verma	Mathematics	20.07.2019
39	Dr. Panjabi Singh	Mathematics	20.07.2019
40	Dr. Subedar Ram	Mathematics	20.07.2019
41	Dr. Ravi Kumar	Mathematics	20.07.2019
42	Mr. Deepak Kumar Meena	Mathematics	20.07.2019
43	Mr. Ankit Kumar	Mathematics	20.07.2019
44	Ms. Sakshi Gupta *	Mathematics	01.08.2019
45	Dr. (Ms.) Smita Korpai	Physics	20.07.2019
46	Mr. Gagandeep Longiany	Physics	20.07.2019
47	Mr. Neha Yadav	Physics	20.07.2019
48	Dr. (Ms.) Nandini Sharma *	Physics	01.08.2019
49	Dr. Rohtash Kumar *	Physics	01.08.2019 And resigned on 13.08.2019 (A.N)
50	Dr. (Ms.) Vandana Gambhir nee Chopra	Psychology	20.07.2019

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51	Dr. (Ms.) Shailja Rana	Psychology	20.07.2019
52	Dr. (Ms.) Pallavi Raj	Psychology	26.07.2019
53	Dr. (Ms.) Geetanjali Sageena	EVS	20.07.2019
54	Mr. Virender Yadav	Hindi	20.07.2019
55	Mr. Ashutosh Singh *	Computer Science	07.08.2019
56	Ms. Divya Singhal *	Computer Science	07.08.2019
57	Ms. Pinki	Psychology	07.08.2019
58	Dr. Mona Ranga	Psychology	07.08.2019
59	Ms. Shama Khan*	Physics	14.08.2019 To 03.10.2019

* Appointed against Leave Vacancy of teachers (Sabbatical Leave, Study Leave and CCL).

(iii) Appointment/ re-appointment 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. Rahul Kumar	12.06.2019	15070/-	MTS – Lab. Attdt.	6 Months
2	Mr. Arvind Kumar	21.06.2019	23760/-	S.T.A (Computer)	6 Months
3	Ms. Himanshi Jangid	02.07.2019	18960/-	Matron	6 Months
4	Mr. Suraj Kumar	02.07.2019	18960/-	MTS	6 Months
5	Mr. Surendra Kumar	12.07.2019	15070/-	MTS – Lab. Attdt.	6 Months
6	Mr. Sangram Singh Yadav	12.07.2019	15070/-	MTS – Lab. Attdt.	6 Months
7	Mr. Chandrapal Singh	12.07.2019	15070/-	MTS – Lab. Attdt.	6 Months
8	Mr. Hari Chand Meena	12.07.2019	15070/-	MTS – Lab. Attdt.	6 Months
9	Mr. Sanjay Kumar S/o Mr. Ram Prakash	16.07.2019	15070/-	MTS – Lab. Attdt.	6 Months

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10	Mr. Shakeel Ahmad	19.07.2019	15070/-	MTS	6 Months
11	Ms. Anju Tyagi	19.07.2019	28000/-	Warden	6 Months
12	Mr. Sanjay Kumar S/o Mr. Bhawani Ram	23.07.2019	15070/-	MTS – Lab. Attdt.	6 Months
13	Mr. Santosh Kumar	02.08.2019	15070/-	MTS	6 Months
14	Mr. Ajay Kumar Mandal	02.08.2019	15070/-	MTS – Mali	6 Months
15	Mr. Karamveer	06.08.2019	15070/-	MTS (Ground Man)	89 Days
16	Mr. Sanam Pathania	07.08.2019	15070/-	MTS (Ground Man)	89 Days

- (iv) Issue of Office Order for staff members to become member of health center or pay equivalent contribution as per CGHS rates for claiming medical reimbursement w.e.f 1st April, 2019. Dr. Dhanpal Singh, Dr. Vandana Arora and Mr. Chander Prakash recorded their dissent for the same.
- (v) Grant of approval for budget of Rs. 65,000/- for organizing Orientation Day, 2019 in the college on 20th July, 2019. However, actual expenditure for the same was Rs. 48,084/-

4. Receipt of mail dated 29th April, 2019 from College Branch – II, University of Delhi regarding Revision of allowances of teachers, equivalent academic staff, Registrar, Finance Officers and Controller of Examination in the Universities and colleges as per recommendations of 7th CPC and thereafter disbursement of revised salary including revision of allowances w.e.f April, 2019 was reported, recorded and approved.
5. Receipt of mail dated 19th June, 2019 from College Branch – III, University of Delhi regarding allowances to Non-Teaching staff and thereafter disbursement of revised salary including revision of allowances from June, 2019 to Non-Teaching was reported, recorded and approved.

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6. Receipt of letter No.: CB-II/260/New Courses/KM/2019-20/344 dated 23.07.2019 from Assistant Registrar (Colleges), University of Delhi regarding Introduction of two new courses as mentioned below in the college from Academic Session 2019-20 was reported and recorded.

- | | | |
|-----------------------------------|---|--------------------|
| (1) B.Sc (H) Operational Research | - | 32 Students Intake |
| (2) B.Sc (H) Chemistry | - | 32 Students Intake |

7. Receipt of letter No.: FMST/2019/682 dated 31.07.2019 from the Dean, Faculty of Mathematical Sciences, University of Delhi, Delhi – 110007 regarding Introduction of B.Sc (H) Operational Research in our college and faculty strength to be engaged/ appointed for this course was reported and recorded.

8. Request of Department of Computer Science vide its Minutes Dated 29th July, 2019 to approve purchase of 60 Desktop Computer (30 for Computer Lab. 2 and 30 for Computer Lab. 3) for the Department of Computer Science in lieu of old obsolete systems with approx. total cost Rs. 36,00,000/- (Rupees Thirty Six Lakhs Only) for smooth conduct of practical classes in Computer Lab 2 and Computer Lab 3 was reported and recorded. The Governing Body members approved a budget of Rs. 20,00,000/- (Rupees Twenty Lakhs only) for purchase of 40 Desktop Computer of latest version (30 Desktop Computer for Department of Computer Science and 10 Desktop Computers for Administration, Accounts Section and Library) from Computer Fund available with College.

9. Request of Department of Computer Science vide its letter dated 29th July, 2019 for purchase of two Air Conditioners (Split 1.5 Ton each) for Lab -3 (Room No-201) in lieu of old absolute Air Conditioners with approx. total cost of Rs. 60,000/- (Rupees Sixty Thousand only) from College Development Fund for smooth functioning of the Lab was reported, recorded and approved.

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10. Estimate of Rs. 11,32,000/- received from Department of Electronics submitted vide letter dated 26.07.2019 for purchase of various instruments/ items for their department was reported and recorded. The Governing Body members approved a budget of Rs. 8,00,000/- (Rupees Eight Lakhs Only) from College Development Fund for the above purchase.
11. Academic Affairs Committee vide its minutes dated 31.07.2019 suggested installation of audio-video facility in rooms where capacity to allow sitting of more than 60 students is allowed. The matter was reported and recorded in the Governing Body. The Governing Body members approved purchase of Audio systems for rooms of college as needed and use of college development fund for same.
12. Request of Teacher-in-Charge, Department of Physical Education for enhancement of sports fee from Rs. 750/- to Rs. 1000/- was reported, recorded and approved.
13. The Governing Body members after discussion decided to charge an amount of Rs. 250/- as a fee for educational verification of pass out students.
14. The matter of Fee to be charged from internal ward quota candidates in UG Admissions was placed before the Governing Body. The Chairperson and Treasurer, Governing Body directed the college to charge full fee as per University of Delhi rules from internal ward quota candidates from next academic session. Dr. Dhanpal Singh, Dr. Vandana Arora and Mr. Chander Prakash given their dissent for the same.
15. The Governing Body members approved and directed the college to start promotion of eligible Non-Teaching Staff (Administrative Officer, Senior Assistant, Junior Assistant, Lab. Assistant and Library Assistant).

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16. The Governing Body members approved appointment of Non-Teaching Staff {Section Officer (Accounts), Senior Technical Assistant (Computer), Computer Programmer} on contractual basis.
17. The Governing Body approved getting Radio Broadcasting work executed from a vendor other than PWD by following due procedure of E-tender.
18. Governing Body approved maintenance work of CCTV Camera be given to the vendor who supplied cameras if the total cost was less than 15,000/-
19. A Budget of Rupees Nine Lakh Twenty Five Thousand has been submitted by committee for organizing Silver Jubilee Celebration was reported and recorded in the meeting. The Governing Body members approved a budget of Rupees Five Lakh only for the Silver Jubilee Celebration. They also approved installation of Idol of Goddess Saraswati and approved a budget of Rs. 1,00,000/- from College Development Fund.
20. A request for budget of Rupees Seven Lakh received from Department of Physics for repair of various instruments/items was reported, recorded and approved.
21. New roster prepared after EWS reservation in respect of Teaching Staff and sent to University of Delhi vide letter dated 04.06.2019 alongwith Advertisement for vetting their approval was reported and recorded.
22. Construction of five temporary rooms recently done by PWD and their handing over by PWD to college was reported and recorded. These five rooms have been earmarked for:
 - (i) One for Bank ATM - An MOU between college and bank is to be signed for allotment of one room to bank for use as ATM.

- (ii) One for Milk Booth - To float tender/ quotation for allotment of Milk Booth.
- (iii) One for Photocopier Machine - To float tender/ quotation for allotment of Photocopier Machine facility in college for students.
- (iv) One Room for Student's Union.
- (v) One Room to be used as Store Room.

23. Receipt of following Grant from Govt. of NCT of Delhi during July, 2019 was reported and recorded.

- (i) Rs. 4.70 Crore - For Salary
- (ii) Rs. 15 Lakh - For Other than Salary

24. The Governing Body approved grant of Rs. 6,000/- per annum w.e.f. June, 2018 to the Co-ordinator, Foreign Language as honorarium.

25. Receipt of letter No.: DU/C.SC/ST/EWA/153/19 dated 29.06.2019 from the General Secretary, Delhi University & Colleges SC & ST Employees Welfare Association (Regd) regarding complaint in respect of non-promotion of Mr. Shiv Narain, Assistant, Administration Section, Keshav Mahavidyalaya was reported in the meeting. The Chairperson, Governing Body informed the house that she has enquired about this matter (promotion of Mr. Shiv Narain from Assistant to Senior Assistant) from the Assistant Registrar (Colleges), University of Delhi and he has clarified that the next promotion of Senior Assistant should be done from LDE process.

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

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

Sd/-
Chairperson,
Governing Body