



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



संदर्भ सं.....

Ref. No.....

Ref. No: KMV/F-3/6/2022/

दिनांक

Date

Dated: 24.06.2022

MINUTES

A meeting of the Governing Body of the college was held on Wednesday, 22nd June, 2022 at 03:30 p.m. in the office of the Principal.

The following members attended the meeting:

1	Mohd. Irshad	Chairperson, GB
2	Mr. Satish Gupta	Treasurer, GB
3	Mr. Ramanand Rai	Member, GB
4	Ms. Purna Madaan	Member, GB
5	Prof. J.P. Dubey	University Representatives, GB
6	Prof. P.D. Sahare	University Representatives, GB
7	Prof. Madhu Pruthi	Principal & Member Secretary
8	Prof. Padmasai Arora	Teachers Representative on GB
9	Dr. Jyoti Anand	Teachers Representative on GB
10	Ms. Anuradha Chadha	Non-Teaching Representative on GB

The following members could not attend the meeting.

1	Dr. Ashwini Dalmiya	Member, GB
2	Mr. Jugraj Singh	Member, GB
3	Prof. Reeta Wattal	Member, GB
4	Mr. Santosh Joshi	Member, GB
5	Dr. Anil Mittal	Member, GB

The meeting started with welcome and introduction of new Non-Teaching Representative on Governing Body Ms. Anuradha Chadha. The house also recorded the appreciation and contribution of outgoing Non-Teaching Representative Mr. Rajesh Wadhwa for the betterment of the college.

1. Minutes of the Governing Body meeting held on 21.04.2022 were reported, recorded and approved.



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2. Award of A Grade in second cycle of NAAC with a score of 3.10 to the college was reported and recorded. Both the Teacher's Representative Prof. Padmasai Arora and Dr. Jyoti Anand appreciated and thanked Chairperson, Treasurer and other Members of Governing Body for their continued support and cooperation during NAAC visit.
3. The following actions taken by the Chairperson and Treasurer, Governing Body for smooth functioning of the college were reported, recorded and approved:
 - (1) Approved engagement of one Mali on daily wager basis for proper upkeep of college garden.
 - (2) Approved Recurring Budget of Rs. 1,02,000/- for Department of Physical Education for the financial year 2022-23.
 - (3) Approved Revised Budget of Rs. 3,73,400/- for Farewell Function – 2022.
 - (4) Approved payment of Rs. 4.5 Lakh to Executive Engineer (Civil), North-West Division, PWD for providing and fixing toilet doo, water tank, anti termite treatment and other misc. works vide Cheque No.: 310498 dated 09.05.2022.
 - (5) Approved payment of Rs. 12.5 Lakh to Executive Engineer (E), North West Electrical Maintenance Division, PWD vide Cheque No. 310499 dated 10.05.2022.
 - (6) Approval payment of Rs. 30,00,000/- (Rupees Thirty Lakh only) to Executive Engineer (Civil), North-West Division, PWD for various repair/ replacement work in the college and Girls Hostel vide Cheque No: 310504 dated 24.05.2022.
 - (7) Approved constitution of Grievance subcommittee of GB.
4. The following action taken by the Principal for smooth functioning of the college were reported, recorded and approved.
 - (1) Re-appointment/ appointment of the following non-teaching staff on consolidated salary basis as per norms of the University of Delhi.

S. No.	Name of the employee	w.e.f.	Salary @Rs. per month	Designation	Period
1	Mr. Puneet Thakur	10.05.2022	18000+DA	MTS – Lab. Attendant	6 Months



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2	Mr. Manish	26.04.2022	18000+DA	MTS – Library Attendant	6 Months
3	Ms. Baby	18.06.2022	18000+DA	MTS – Lady Attendant	6 Months

- (2) Approved the relieving of Dr. Geetanjali Sageena, Assistant Professor (Ad-hoc) in the Department of EVS on 16th June, 2022 so as to let her join as Scientist B in ICMR (AIIMS) Delhi.
- (3) Approved final disposal of waste {old 119 books and 18 books (returned by Computer Science department) which were auctioned by MSTC} at a price of Rs. 1,719/- + GST
- (4) Approved the following repairing work in the college.

S. No.	Items	Amount
1	Repairing of Furniture (Rooms & Lab)	1,99,775.00
2	Repairing and Servicing of Air Conditioner (Room & Labs) – 72 Nos.	1,78,800.00
3	Repairing machine of Garden	7,074.00
4	Repairing work of R.O System of Staff Room	9,500.00
5	Repairing of Staff Room Sofa regarding award of order for repairing to M/s Abbott Fab, Kirti Nagar (L1 Vendor) in view of urgent NAAC visit	1,49,000.00
6	Approved the purchase of Blinds of Staff Room and Library	20,152.00

- (v) The following Assets for college purchased from January, 2022 onwards due to urgency of weather conditions and NAAC visit.

S. No	Particular	Qty.	Total Value	Vendor	Purchase through	Date of Purchase
1	UPS	22	50160.00	M/s Teqbotic Labs (P) Ltd.	GeM	10.03.2022
2	Air Conditioner	09	419424.00	M/s Mittal Agencies	GeM	09.04.2022
3	Steel Chair With Cushion	03	20997.00	M/s Aman Office Equipment	GeM	04.05.2022
4	Server	01	264320.00	M/s Teqbotic Labs (P)	GeM	22.04.2022



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				Ltd		
5	Steel Almirah	01	10000.00	M/s V.R. Furniture	*Local Purchase	28.05.2022
6	Steel Box	01	7000.00	M/s V.R. Furniture	*Local Purchase	28.05.2022
7	Server & IT Infrastructure		26,30,00.00	M/s Teqbotic Labs (P) Ltd.	GeM	26.4.2022
8	Wooden Rack	01	Order placed on GeM and cancelled as vendor could not supply			

* The required made to order size was not available on GeM

The following Assets purchased for the Girls Hostel

S. No	Particular	Qty.	Total Value	Vendor	Purchase through	Date of Purchase
1	Microwave	01	6628.00	M/s Shiv Shakti Traders	GeM	25.04.2022
2	Seating Chair with Cushion	01	11997.00	M/s Gaurav Enterprises	GeM	24.04.2022
3	Study Table	03 Nos.	Order placed on GeM and Cancelled as vendor could not supply			

- (a) Receipt of letter No.: F.DHE-9(36)/AMS/2017-18/1999-2017 dated 18.04.2022 from the Dy. Director (HE), Directorate of Higher Education regarding sanction order of Rs. 90,000/- for 9 topper meritorious students of our college (Rs. 10,000/- each) for the Academic Session of 2020-21 was reported and recorded.
(b) Receipt of letter No.: DHE-9(36)/AMS/2017-18/3005-15 dated 09.06.2022 from the Dy. Director, Directorate of Higher Education, Govt. of NCT of Delhi regarding sanction order for award of Topper Ten Meritorious students for the Academic Session of 2020-2021 to students of our college @Rs. 10,000 /- each (Total Rs. 1,00,000/-) as Topper Meritorious students of Academic Session of 2020-21 was reported and recorded.
- Receipt of letter No.: CS-I/(111)/Misc./(TS)/2022/3528 dated 06.05.2022 from the Assistant Registrar (Colleges), University of Delhi regarding calculation of non-compounded increments on acquiring Ph.D. and to review and re-submit such effected cases alongwith pay fixation proposal to the University of Delhi was reported and recorded.



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7. Receipt of letter No.: CS-III/Misc./Lab & Lib./2022/119 dated 10.05.2022 from the Assistant Registrar (Colleges), University of Delhi regarding Nomenclature of designation of MTS Laboratory/ Library Attendant was reported, recorded and approved.
8. Receipt of mail dated 06.06.2022 from the Joint Registrar (Finance), University of Delhi regarding enhancement of University Development Fund from Rs. 600/- per student per year to Rs. 900/- per student per year was reported and recorded.
9. Receipt of letter No.: DHE 1(22)/Estt./Misc./2022/3026-40 dated 09.06.2022 from the Admin Officer (HE), Directorate of Higher Education, Govt. of NCT of Delhi regarding preparation of DPC (Departmental Promotion Committee) Calendar for the service(s)/ cadre(s) managed by college was reported and recorded.
10. Receipt of letter dated 13.06.2022 from Librarian, Keshav Mahavidyalaya regarding requirement of one employee in place of Mr. Ravinder Singh Mehra (S.P.A Library) currently under suspension for smooth function of Library was reported, recorded and approved.
11. Receipt of letter No.: CS-III/MTS/Misc./2022/219 dated 14.06.2022 from the Assistant Registrar (Colleges), University of Delhi Clarification regarding appointment of MTS on Compassionate Ground was reported and recorded.
12. Receipt of letter No.: CS-III/Misc./clari./seq. of mode/Rectt./2022/220 dated 14.06.2022 from the Assistant Registrar (Colleges), University of Delhi regarding sequence of modes of recruitment of Non-teaching posts was reported and recorded.
13. Minutes dated 15.06.2022 received from the PF Committee regarding grant of loan of Rs. 10,00,000/- from PF Account to Mr. Rajesh Kumar, Lab. Assistant, Department of Electronics on his clarification of ancestral property was reported and recorded.
14. Receipt of Report from the Committee constituted by Governing Body in its meeting held on 29.01.2020 (comprising of the then Teachers Representatives at that time which were Dr. Anju Arora and Dr. Vinita Jindal) regarding theft of Laptop in the house of Dr. Padmasai Arora, Department of Commerce was reported, recorded and approved. Payment of an amount of Rs. 776/- vide receipt No.: 5833 dated 20.06.2022 by Dr. Padmasai Arora was also reported and recorded.
15. Receipt of letter dated 16.06.2022 from Dr. Geetanjali Sageena, Assistant Professor (Ad-hoc), Department of EVS requesting to take leftover classes (12 to 15) through online classes for 2nd Semester Students (EVS subject – AECC) to complete the syllabus was reported, recorded and approved.
16. Receipt of letter No.: DHE-9(48)/vision/2018-19/3086-3103 dated 16.06.2022 from the Administrative Officer (HE), Directorate of Higher Education regarding preparation of vision for Delhi @2047 was reported and recorded.
17. Receipt of letter dated 20.05.2022 from the Executive Engineer (Civil), PWD regarding urgent execution of repair/ replacement work in college and requested to deposit an amount of Rs. 79,72,448/- to enable them to finalize the order was reported and recorded.



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18. Receipt of email dated 16.06.2022 from the Section Officer, CB-II, University of Delhi regarding Har Ghar Jhanda Programme under Azadi Ka Amrit Mahotsav was reported and recorded.
19. Uploading of Revised E-tender for housekeeping and sanitation services in college on CPPP site on 16.06.2022 was reported and recorded.
20. Financial Bid of CCTV Surveillance system opened in presence of members of Finance committee and e-procurement committee on Monday, 13th June 2022 at 4 pm in committee room. The award of contract to L-1 Vendor M/s OPB Techno Infra Private Ltd. was reported, recorded and approved.
21. Receipt of letter No: CB-II/Circular/2022/45 dated 20.06.2022 from the Assistant Registrar, University of Delhi regarding direct teaching learning workload for teachers in college was reported and guidance was sought regarding the meaning of direct teaching load and also about workload of college teachers with respect to their promotion in view of above notice. The University Representatives in Governing Body informed that promotion of college teachers is independent of reduction of workload as per their new designations in promotions. The workload remains the same as per their initial mode of appointment.
22. Receipt of mail dated 17.06.2022 from Mr. Amit Sharma, Operation Head A3Charge regarding providing facility of portable power bank was reported, recorded and approved.
23. Receipt of Minutes dated 16.06.2022 from the Technical Committee of college regarding getting an additional leased line of 100 Mbps from Tata Teleservices in view of low speed of DU internet (5% to 10% of the committed 100 Mbps) was reported, recorded and approved.
24. Guidance was sought for the award of contract to following facilities in newly constructed rooms along the boundary wall.
 - (i) Amul Milk Booth
 - (ii) Photostate Machine facility for students
 - (iii) Canara Bank ATM facility

The Governing Body directed the college to finalize the above tender for item No. 1 and 2 at the earliest with the help of Prof. P.D. Sahare, University Representative in GB.

ADDENDUM:

1. Payment of 7th Pay Commission revised arrears from 01.01.2006 to Dr. K.P. Chinda, former Principal approx. Ten lacs was reported and recorded. The Governing Body



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directed the college to pay the arrears once the next Grant-in-Aid for 2nd Quarter is received.

2. The house was informed about the matter of no-reimbursement of medical bills of staff since last two and half years due to non-availability of funds.
3. Availability of incomplete funds under salary head for payment of salary to the staff members for the month of June, 2022 was reported and recorded.
4. Dr. Geetanjali Sageena's inability to take online classes as per directions of her Director ICMR was reported and recorded.
5. Permission for revision of Hostel Fees was reported and recorded. The house suggested to work out the revised fees of Girls Hostel and get it approved in the Finance Committee.

The Chairperson, Governing Body requested to constitute two sub committees (Building Committee and Purchase Committee). The sub committees were constituted as below:

Purchase Committee

1. Mr. Satish Gupta - Chairperson
2. Prof. P.D. Sahare - Member
3. Mr. Ramanand Rai - Member

The college e-procurement committee/ purchase committee shall work with the above committee.

Building Committee

1. Mr. Satish Gupta - Chairperson
2. Prof. P.D. Sahare - Member
3. Ms. Purna Madaan - Member
4. Prof. Padmasai Arora - Member
5. Dr. Jyoti Anand - Member
6. Ms. Anuradha Chadha - Member



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

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

(Mohd. Irshad)
Chairperson,
Governing Body