



संदर्भ सं.....

दिनांक .....

Ref. No.: KMV/F-3/6/2019/

Dated: 07.03.2019

### MINUTES

A meeting of the Governing Body of the college was held on Wednesday, 6<sup>th</sup> March, 2019 at 04:00 P.M. in the office of the Principal.

The following members were present:

|   |                             |   |
|---|-----------------------------|---|
| 1 | Mr. Samar Kumar             | Chairperson, Governing Body                   |
| 2 | Dr. S.C. Gupta              | Treasurer, Governing Body                     |
| 3 | Mr. Kailash Kumar Bhartia   | Member, Governing Body                        |
| 4 | Dr. (Ms.) Shalini Malhotra  | Member, Governing Body                        |
| 5 | Sh. Chandrika Prasad Mishra | Member, Governing Body                        |
| 6 | Sh. P.N Mishra              | Member, Governing Body                        |
| 7 | Dr. Madhu Pruthi            | Principal & Member Secretary                  |
| 8 | Dr. Dhanpal Singh           | Teacher's Representative on Governing Body    |
| 9 | Mr. Shiv Narain             | Non-Teaching Representative on Governing Body |

Mr. Ankit Srivastava, Ms. Saraswati Kalyani, Sh. Preetam Anand Kothadiya, Sh. R.P. Singh and Dr. Vandana Arora could not attend the meeting.

The house thanked the outgoing University Representatives Prof. Rita Singh and Prof. Prakash Narayan for their contribution and the services which both of them rendered for the upliftment of the college.

A letter No.: CS-I/(108)/TR/GB/KMV/2018/423 dated 20.12.2018 received from the Assistant Registrar (Colleges), University of Delhi conveying the name of Dr. Vandana Arora (Under more than 10 Years of service) and Dr. Dhanpal Singh (Under less than 10 Years of service) as Teachers Representatives on the Governing Body was reported and recorded. The house also thanked the outgoing Teachers Representatives Dr. Jagneet Kaur Anand and Dr. Ashish Bansal for their contribution and the services rendered for the upliftment of the college.

1. Minutes of Governing Body meeting dated 01.11.2018 were reported, recorded and confirmed.

Contd... P-2

संदर्भ सं.....

दिनांक .....

Ref. No.: KMV/F-3/6/2019/

Dated: 07.03.2019

P-2

2. The following actions taken by Chairperson and Treasurer, Governing Body for smooth functioning of the college were reported, recorded and confirmed:

(i) Grant of approval of the following budget for various departmental function  
(Amount in Rs.)

| S. No. | Department           | Name of the Event and Date   | Budget Sanctioned | Actual Expenditure  |
|--------|----------------------|--|-------------------|---|
| 1.     | Psychology           | Workshop<br>18 <sup>th</sup> , 21 <sup>st</sup> and<br>28 <sup>th</sup> January,<br>2019 | Nil               | 49,722/- through<br>Registration Fees   |
|        |                      | CARNIVAL<br>12 <sup>th</sup> and 13 <sup>th</sup><br>March, 2019                         | 1,29,548/-        | Total Expenditure is<br>Rs. 1,29,548/-.<br>However,<br>Rs. 63,000/- was<br>collected through<br>registration. |
| 2.     | Managemnt<br>Studies | COGNIZANCE<br>21 and 22,<br>February, 2019   | 4,06,000/-        | 2,99,761/-  |
| 3.     | Physics              | COSMOS<br>11 <sup>th</sup> March,<br>2019  | 53,000/-          | 43,030/-  |
| 4      | Computer<br>Science  | Workshop on<br>IOT on<br>16.01.2019  | 21,000/-          | 14,907/-  |
|        |                      | BLITZ<br>27 <sup>th</sup> January,<br>2019   | 1,41,000/-        | 99,043/-  |
| 5.     | EDP Cell             | EDP Cell Event<br>on 23.01.2019  | 23,000/-          | 11,146/-  |
| 6.     | Commerce             | Commerce Talk<br>on 01.02.2019   | 31,000/-          | 28,502/-  |

Contd... P-3

संदर्भ सं.....

दिनांक .....

Ref. No.: KMV/F-3/6/2019/

Dated: 07.03.2019

P-3

|     |                                     |   |             |             |
|-----|-------------------------------------|---|-------------|-------------|
| 7.  | Foundation Stone Laying Ceremony    | Foundation Stone Laying Ceremony for 5 additional rooms | 52,000/-    | 11,884/-    |
| 8.  | Keshav Mahavidyalaya Students Union | Debate Competition on 21.01.2019                        | 20,000/-    | 19,882/-    |
| 9.  | Spic Macay                          | 07.03.2019  | 11,89,000/- | 11,78,827/- |
| 10. | Nivesh Cell                         | Nivesh Event  | 49,750/-    | 47,394/-    |

- (ii) Grant of Earned Leave of 12 days to Principal for leaving abroad to meet her parents and permission to her to sign in advance for Salary and other bills.
- (iii) Grant of Study Leave, Sabbatical Leave and CCL to the following teachers as detailed below and also permission for engagement of Ad-hoc teachers in lieu of:

| S. No. | Name of Teacher      | Kind of Leave    | Period                               |
|--------|----------------------|------------------|--------------------------------------|
| 1      | Dr. V.K. Verma       | Sabbatical Leave | 07.01.2019 for a period of one year. |
| 2      | Mr. Sandeep Vodwal   | Study Leave      | 05.02.2019 for a period of one year. |
| 3      | Ms. Richa Gupta      | Child Care Leave | 12 December, 2018 to 25 May, 2019    |
| 4      | Dr. Jyoti Anand      |                  | 15 December, 2018 to 30 April, 2019  |
| 5      | Dr. Manjari Singh    |                  | 15 December, 2018 to 14 March, 2019  |
| 6      | Dr. Arpana Sharma    |                  | 2 January, 2019 to 14 March, 2019    |
| 7      | Dr. Roli Bansal      |                  | 01 January, 2019 to 25 May, 2019     |
| 8      | Dr. Shalini Kumar    |                  | 01 January, 2019 to 14 January, 2019 |
| 9      | Ms. Vinita Jindal    |                  | 28 February, 2019 to 14 March, 2019  |
| 10     | Dr. Ritu Arora       |                  | 02 January, 2019 to 10 January, 2019 |
| 11     | Dr. Rajni Mendiratta |                  | 18 February, 2019 to 01 March, 2019  |
| 12     | Ms. Amanjot Sachdeva |                  | 05 March, 2019 to 14 March, 2019     |
| 13     | Ms. Maulein Pathak   |                  | 01 January, 2019 to 11 January, 2019 |
| 14     | Ms. Chetna           |                  | 14 January, 2019 to 18 January, 2019 |

Contd... P-4

संदर्भ सं.....

दिनांक .....

Ref. No.: KMV/F-3/6/2019/

Dated: 07.03.2019

P-4

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

- (i) Appointment/ Re-appointment of Ad-hoc teachers (within rules) for a period of 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 | 01.01.2019          |
| 2      | Ms. Kritee Manchanda       | Management Studies | 01.01.2019          |
| 3      | Dr. (Ms.) Nomita Sharma    | Management Studies | 01.01.2019          |
| 4      | Dr. R.S. Rajpurohit        | Commerce           | 01.01.2019          |
| 5      | Mr. Hemant Yadav           | Commerce           | 01.01.2019          |
| 6      | Dr. (Ms.) Anjalika Solanki | Commerce           | 01.01.2019          |
| 7      | Mr. Kunal Kumar            | Commerce           | 01.01.2019          |
| 8      | Ms. Namita Padhy           | Commerce           | 01.01.2019          |
| 9      | Ms. Prama Vishnoi          | Commerce           | 01.01.2019          |
| 10     | Ms. Monu Chauhan           | Commerce           | 01.01.2019          |
| 11     | Ms. Ruchi Goyal            | Commerce           | 01.01.2019          |
| 12     | Ms. Snehlata Rana          | Commerce           | 01.01.2019          |
| 13     | Ms. Nidhi Aggarwal         | Commerce           | 01.01.2019          |
| 14     | Mohd Tariq Azizy           | Commerce           | 01.01.2019          |
| 15     | Ms. Shivani                | Commerce           | 07.02.2019          |
| 16     | Ms. Astha Goyal            | Computer Science   | 01.01.2019          |
| 17     | Ms. Rochana Chaturvedi     | Computer Science   | 01.01.2019          |
| 18     | Ms. Nidhi Passi            | Computer Science   | 01.01.2019          |
| 19     | Mr. Sumit Kumar Baberwal   | Computer Science   | 01.01.2019          |
| 20     | Dr. Sumit Kumar Agarwal    | Computer Science   | 01.01.2019          |
| 21     | Dr. (Ms.) Namita Aggarwal  | Computer Science   | 01.01.2019          |
| 22     | Mr. Sudhir Kumar Gupta     | Computer Science   | 01.01.2019          |
| 23     | Ms. Jyoti Kumari           | Computer Science   | 01.01.2019          |
| 24     | Mr. Rakesh Kumar           | Computer Science   | 01.01.2019          |
| 25     | Mr. Pradeep Kumar          | Computer Science   | 01.01.2019          |
| 26     | Mr. Anand                  | Computer Science   | 01.01.2019          |
| 27     | Ms. Rashmeet Kaur Chawla   | Computer Science   | 01.01.2019          |

Contd... P-5



संदर्भ सं.....

दिनांक .....

Ref. No.: KMV/F-3/6/2019/

Dated: 07.03.2019

P-5

|    |   |                  |                 |
|----|---|------------------|-----------------|
| 28 | Ms. Kanishka                            | Computer Science | 01.01.2019      |
| 29 | Mr. Manish Kumar Singh                  | Computer Science | 01.01.2019      |
| 30 | Ms. Disha Garg                          | Computer Science | 01.01.2019      |
| 31 | Mr. Himanshu Kushwah                    | Electronics      | 01.01.2019      |
| 32 | Mr. Anil Sethi                          | Electronics      | 01.01.2019      |
| 33 | Dr. (Ms.) Jyoti Bansal                  | Electronics      | 01.01.2019      |
| 34 | Mr. Prashant Kumar                      | Electronics      | 01.01.2019      |
| 35 | Mohd. Rafeeqe CK                        | English          | 01.01.2019      |
| 36 | Mr. Archit Nanda                        | English          | 01.01.2019      |
| 37 | Mr. Rohan C. Kamble                     | English          | Upto 14.03.2019 |
| 38 | Ms. Richie Aggarwal                     | Mathematics      | 01.01.2019      |
| 39 | Ms. Vandana Verma                       | Mathematics      | 01.01.2019      |
| 40 | Ms. Rajat Arora                         | Mathematics      | 01.01.2019      |
| 41 | Dr. Ram Chander Verma                   | Mathematics      | 01.01.2019      |
| 42 | Dr. Panjabi Singh                       | Mathematics      | 01.01.2019      |
| 43 | Dr. Subedar Ram                         | Mathematics      | 01.01.2019      |
| 44 | Dr. Pushendra Kumar*                    | Mathematics      | 01.01.2019      |
| 45 | Dr. Ravi Kumar                          | Mathematics      | 01.01.2019      |
| 46 | Mr. Deepak Kumar Meena                  | Mathematics      | 01.01.2019      |
| 47 | Ms. Sakshi Gupta                        | Mathematics      | Upto 14.03.2019 |
| 48 | Mr. Ankit Kumar                         | Mathematics      | 01.02.2019      |
| 49 | Dr. (Ms.) Smita Korpai                  | Physics          | 01.01.2019      |
| 50 | Mr. Gagandeep Longiany                  | Physics          | 01.01.2019      |
| 51 | Mr. Neha Yadav                          | Physics          | 07.01.2019      |
| 52 | Mr. Sugeet Sunder                       | Physics          | Upto 14.03.2019 |
| 53 | Dr. (Ms.) Vandana Gambhir<br>nee Chopra | Psychology       | 01.01.2019      |
| 54 | Dr. (Ms.) Shailja Rana                  | Psychology       | 01.01.2019      |
| 55 | Mr. Ved Prakash Maurya                  | Psychology       | 01.01.2019      |
| 56 | Dr. (Ms.) Pallavi Raj                   | Psychology       | 01.01.2019      |
| 57 | Dr. (Ms.) Geetanjali Sageena            | EVS              | 01.01.2019      |
| 58 | Mr. Virender Yadav                      | Hindi            | 01.01.2019      |

\* Dr. Pushendra Kumar resigned on 04.01.2019 (A.N)

Contd... P-6

संदर्भ सं.....

दिनांक .....

Ref. No.: KMV/F-3/6/2019/

Dated: 07.03.2019

P-6

(ii) Re-appointment/ Appointment of following non-teaching staff on contractual basis as per norms of the University of Delhi.

| S. No. | Name                                 | w.e.f.     | Consolidated Salary @Rs. p.m. | Designation       | Period   |
|--------|--------------------------------------|------------|-------------------------------|-------------------|----------|
| 1      | Mr. Chander Pal Singh                | 11.01.2019 | 15070/-                       | MTS (Lab. Attdt.) | 6 Months |
| 2      | Mr. Surendra Kumar                   | 11.01.2019 | 15070/-                       | MTS (Lab. Attdt.) | 6 Months |
| 3      | Mr. Hari Chand Meena                 | 11.01.2019 | 15070/-                       | MTS (Lab. Attdt.) | 6 Months |
| 4      | Ms. Anju Tyagi                       | 18.01.2019 | 28000/-                       | Warden            | 6 Months |
| 5      | Mr. Shakeel Ahmad                    | 18.01.2019 | 15070/-                       | MTS               | 6 Months |
| 6      | Mr. Sanjay Kumar S/o Sh. Bhawani Ram | 22.01.2019 | 15070/-                       | MTS (Lab. Attdt.) | 6 Months |
| 7      | Mr. Santosh Kumar                    | 01.02.2019 | 15070/-                       | MTS               | 6 Months |
| 8      | Sh. Ajay Kumar Mandal                | 01.02.2019 | 15070/-                       | MTS (Ground Man)  | 6 Months |
| 9      | Mr. Karamveer                        | 05.02.2019 | 15070/-                       | MTS (Ground Man)  | 89 Days  |
| 10     | Mr. Sanam Pathania                   | 08.02.2019 | 15070/-                       | MTS (Ground Man)  | 89 Days  |
| 11     | Mr. Amit Kumar                       | 15.02.2019 | 18960/-                       | Junior Assistant  | 6 Months |
| 12     | Mr. Mohit                            | 26.02.2019 | 15070/-                       | MTS               | 6 Months |
| 13     | Mr. Lovkesh                          | 26.02.2019 | 15070/-                       | MTS               | 6 Months |
| 14     | Mr. Suraj Kumar                      | 01.01.2019 | 18960/-                       | Jr. Assistant     | 6 Months |
| 15     | Ms. Himanshi Jangid                  | 01.01.2019 | 18960/-                       | Matron            | 6 Months |

Contd... P-7

संदर्भ सं.....

दिनांक .....

Ref. No.: KMV/F-3/6/2019/

Dated: 07.03.2019

P-7

|    |  |            |         |                        |          |
|----|--|------------|---------|------------------------|----------|
| 16 | Mr. Sanjay Kumar<br>S/o Sh. Ram<br>Prakash | 15.01.2019 | 15070/- | MTS (Lab. Attdt.)      | 6 Months |
| 17 | Mr. Sangram Singh<br>Yadav                 | 11.01.2019 | 15070/- | MTS (Lab. Attdt.)      | 6 Months |
| 18 | Mr. Yogesh<br>Sharma                       | 01.01.2019 | 23760/- | Computer<br>Programmer | 6 Months |
| 19 | Mr. Arvind Kumar                           | 20.12.2018 | 23760/- | S.T.A                  | 6 Months |
| 20 | Mr. Rahul Kumar                            | 11.12.2018 | 15070/- | MTS (Lab. Attdt.)      | 6 Months |

4. Receipt of a letter No.: DHE-03(01)/100%/GIA/2018-19/516 to 525 dated 30.01.2019 from Directorate of Higher Education, Govt. of NCT of Delhi regarding release of 3<sup>rd</sup>/ Final Installment of Grant-in-Aid to 12 Colleges 100% Funded by Delhi Govt. during the financial year 2018-19 as detailed below was reported and recorded:

G.I.A Salaries - Rs. 1.65 Crore

GIA Creation of Capital Assets - Rs. 0.40 Crore

5. Receipt of a letter No.: DHE-9(9)/Sports/Plg./2014-15/Onwards/751-59 dated 11.02.2019 from Admn. Officer – I (Hr. Edn.), Directorate of Higher Education, Govt. of NCT of Delhi regarding release/revalidation of Grant-in-Aid to colleges for “Promotion of Sports Facilities” GNCTD funded colleges of Rs. 16,00,000 (Revalidation of Unspent Amount 2017-18) was reported and recorded.

6. Recommendation of Canteen Committee vide its minutes dated 13.02.2019 to award canteen contract to M/s Rahul Caterers (L1) Vendor through E-Tender as per pre-approved terms and conditions was reported, recorded and approved.

Contd... P-8

संदर्भ सं.....

दिनांक .....

Ref. No.: KMV/F-3/6/2019/

Dated: 07.03.2019

P-8

7. Minutes of Building Committee dated 20.12.2018 were reported and recorded.
8. Receipt of a letter No.: CB-II/263/POA/KMV(14)2019/270 dated 21.02.2019 from Assistant Registrar (Colleges), University of Delhi, Delhi conveying approval of the University of Delhi a panel of auditors (as detailed below) for the appointment of auditors to audit the annual account of the college for the year 2018-2019 was reported and recorded.
  1. M/s Sanjay K Garg & Co., Chartered Accountants (FR No. 014150N)
  2. M/s S S R & Co., Chartered Accounts (FR No. 01899N)
  3. M/s Malik Girish Anand & Co., Chartered Accountants (FR No. 011613N)
9. Receipt of a letter No.: DHE-10(14)/Minor Work/Major Work/100%Colleges/2017-18/PF-II/5353-69 dated 16.11.2018 from Admn. Officer-II (Hr. Edn.), Directorate of Higher Education, Govt. of NCT of Delhi conveying A/A & E/S of DHE for incurring an expenditure of Rs. 23,55,000/- for construction of Rain Water Harvesting tank at Keshav Mahavidyalaya was reported and recorded.
10. Receipt of a letter No.: DHE-10(14)/Minor Work/Major Work/100%Colleges/2017-18/PF-II/5370-86 dated 16.11.2018 from Admn. Officer-II (Hr. Edn.), Directorate of Higher Education, Govt. of NCT of Delhi conveying A/A & E/S of DHE for incurring an expenditure Rs. 15,45,000/- for construction of five nos. temporary rooms and provision of ramp to main entrance of building was reported and recorded.

Contd... P-9



संदर्भ सं.....

दिनांक .....

Ref. No.: KMV/F-3/6/2019/

Dated: 07.03.2019

P-9

11. Audit of college accounts for the F/Y 2016-18 during last week of February, 2019 by the the Internal Audit Officer and his team from LFA, Govt. of NCT of Delhi was reported and recorded.

The following items were reported under Any Other Items with the due permission of the Chair:

1. Minutes of Leave Committee dated 04.01.2019 were reported, recorded and approved.
2. Minutes of Cultural Committee dated 01.02.2019 regarding functions of societies and allocations of funds to various societies as per committee recommendation of college were reported, recorded and approved.

| S. No. | Name of Society            | Fund Allocated by Cultural Committee |
|--------|----------------------------|--------------------------------------|
|        | Shades (Dramatics)         | 30,000/-                             |
|        | Illumanati (Photography)   | 10,000/-                             |
|        | Vagmita (Poetry)           | 10,000/-                             |
|        | Vagmita (Debate)           | 10,000/-                             |
|        | Advaitaa (Classical Dance) | 35,000/-                             |
|        | Maniera (Fine Arts)        | 10,000/-                             |
|        | Nrityang (Dance)           | 30,000/-                             |
|        | Anhad (Band)               | 35,000/-                             |
|        | Naqsh (Fashion Society)    | 25,000/-                             |
|        | <b>Total =</b>             | <b>1,95,000/-</b>                    |

Further it was informed that Rs. 50,000/- each has been allocated from Student Society Account to Nivesh Cell and Evactus Cell established last year.

3. Minutes of Cultural Committee Meeting dated 13.02.2019 regarding approval of Budget of Rs. 7,25,000/- + Sponsorship as obtained were reported, recorded and approved.

Contd... P-10



संदर्भ सं.....

दिनांक .....

Ref. No.: KMV/F-3/6/2019/

Dated: 07.03.2019

P-10

4. Progress in respect of case of Mr. Rambir, Daily Wager Mali vs. Keshav Mahavidyalaya was reported and recorded.
5. The Audit Objection regarding compulsory monthly subscription as per CGHS/ DGEHS of employees towards their medical reimbursement was reported in the meeting. The house directed the college to write letter to University of Delhi and Directorate of Higher Education, Govt. of NCT of Delhi and to seek clarification and solution regarding this audit para.
6. The auditors objected to engagement of services of one permanent employee as Security Guard and two as contractual employee as Security Guard alongwith others security guards from outside agency. They suggested to take the three security guards (one permanent and two contractual employees working as Security Guard) inside the college as Office Attendant and to fully outsource the Security Services. The house approved their suggestion and directed the college to adopt the same.
7. Receipt of Show Cause Notice (No. A&C/HQ/GRP/NDMC/2018-19) from Dy. Assessor & Collector (GRP) , North DMC regarding payment of outstanding dues of property tax in respect of property in the name of Keshav Mahavidyalaya was reported and recorded. The Governing Body directed the college to write to DHE, Govt. of NCT of Delhi for additional fund required to pay the Property Tax before 31<sup>st</sup> March, 2019 and to avail benefit of Govt. of India waiver scheme.

Contd... P-11



संदर्भ सं.....

दिनांक .....

Ref. No.: KMV/F-3/6/2019/

Dated: 07.03.2019

P-11

8. Hon'ble Chairman and Treasurer, Governing Body directed the college to start the process for recruitment of Section Officer (Accounts).

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

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

Chairperson,  
Governing Body