

विवेकानन्द महाविद्यालय
VIVEKANANDA COLLEGE
(दिल्ली विश्वविद्यालय)
(University of Delhi)
विवेक विहार, दिल्ली - ११००९५
VIVEK VIHAR, DELHI - 110095

Minutes of the GB meeting of Vivekananda College held on Tuesday, 17.06.2025 at 02:00 pm. The following members were present:

Members Present :

- | | | |
|--------------------------|---|---|
| 1. Prof. Neera Agnimitra | - | Chairperson, GB & University Representative |
| 2. Prof. Rita Singh | - | Treasurer, GB & University Representative |
| 3. Mr. K. S. Aggarwal, | - | Member (Joined Online) |
| 4. Mr. Manish Sachdeva | - | Member |
| 5. Dr. Pawan Gupta | - | Teachers' Representative |
| 6. Dr. Deepa Sharma | - | Teachers' Representative |
| 7. Mr. Parveen Kataria | - | Non-Teaching Rep. & Special Invitee |
| 8. Prof. Pinki Maurya | - | Member Secretary & Principal |

Brig. (Dr.) Amita Chaturvedi and Mr. Ravinder Kumar, Members could not attend the meeting.

PROCEEDINGS

1. Attendance of the Governing Body Members.
 - Attendance of all the members present was marked.
2. To approve and confirm the minutes of the Governing Body meetings held on 13.02.2025 and 08.04.2025.
 - Approved and Confirmed.
3. Approval to the minutes of the Central Purchase & Stock Verification Committee meetings dated 15.03.2025, 28.03.2025 & 05.06.2025.
 - Approved and Confirmed.
 - The GB opined that if the expenditure of any purchase/service/item goes beyond the already sought / approved amount, the approval of excess amount may be sought via an email to all members before proceeding to do the said purchase/service/item instead of seeking ex-post facto approvals from the GB.
 - The GB wishes to place on record their appreciation for a very nice and impactful Annual Day event organized by the Principal.
4. To constitute the Building Committee and Building Sub-Committee for construction / repair work in the college.
 - The GB was apprised that for the construction / repair work in the college, there is a requirement of the constitution of a Building Committee and a Building Sub-Committee. Accordingly, a Building Committee and a Building Sub-Committee was constituted with the following members:

Prin
admin
Account
Library

Contd...2/-

Building Committee:

1. Prof. Neera Agnimitra - Chairperson & University Representative, GB
2. Prof. Pinki Maurya - Principal
3. Mr. G. S. Narang - Consultant (Retired Executive Engineer)
4. Mr. Manish Sachdeva - Member
5. Dr. Pavan Gupta - Teachers' Representative, GB
6. Dr. Deepa Sharma - Teachers' Representative, GB
7. Mr. Parveen Kataria - Non-Teaching Staff Representative, GB
8. Mr. Sharwan Kumar - Administration Department
9. Mrs. Anuradha Arora - Accounts Department
10. Mr. Prabhat Kumar - Architect of the College

Building Sub-Committee:

1. Prof. Pinki Maurya - Principal
2. Dr. Pavan Gupta - Teachers' Representative, GB
3. Dr. Deepa Sharma - Teachers' Representative, GB
4. Dr. Yojna Kalia - Bursar of the College
5. Ms. Rachna Megh - Convenor, Board of Residence, Health & Wellness
6. Mr. Gagan Pahwa - Convenor, Board of Residence, Health & Wellness

5. To constitute the HEFA Sub-Committee of HEFA Loan for construction work of various projects and whole repair work in the college.

- The GB approved the College's proposal to take HEFA loan for carrying out long due and much needed construction and maintenance work in the College premises. Urgent requirements for the construction of an administrative block and staff quarters, as also the renovation of the auditorium had been articulated time and again. This lack of requisite infrastructure is having an adverse impact on the growth and development of the institution.
- The GB was apprised of the estimated cost of the work, which is approx. Rs. 150 crores. This may vary based on time lines and associated market rates. The GB approved the taking of HEFA Loan for the various pending needs and requirement of the college. In this regard, the GB constituted a HEFA Sub-Committee with the following members:

HEFA Sub-Committee:

1. Prof. Neera Agnimitra - Chairperson & University Representative, GB
2. Prof. Rita Singh - Treasurer & University Representative, GB
3. Prof. Pinki Maurya - Principal
4. Mr. K. S. Aggarwal - Member
5. Dr. Yojna Kalia - Member, Bursar of the College
6. Mr. Sharwan Kumar - Member, Administration Department

The GB suggested that the construction of staff quarters be given the priority and this recommendation be placed before the above HEFA Sub-Committee.

Done
N. Agnimitra

6. **Approval to the appointment of Contractor as per norms for construction / repair work in the College.**
 - Approved. The GB opined that the due procedure through CPP portal shall be followed by the college for making the appointment of a Contractor for the college.
7. **Approval to the contract of M/s Bharat Secure, the outsourcing agency for Security Guards, Malis & Sports Attendant for two years i.e. from 01.03.2025 to 28.02.2027 with financial approval.**
 - Approved! It was suggested by the GB members to appoint more women security guards for the safety and in the interest of the girl students of the college.
8. **Approval to extend the contract of M/s Sarvodaya Enterprises, the outsourcing agency for Housekeeping, MTS and Nurse for one year i.e. from 24.06.2025 to 23.06.2026 with financial approval.**
 - Approved.
9. **Approval to extend the contract of M/s Bal Suraksha, the outsourcing agency for Jr. Asstt., Lib. Attdt. & S.P.A. in Library for another one year i.e. from 18.06.2025 to 17.06.2026 with financial approval.**
 - Approved. It was suggested that the college should process the verification of all outsourced staff members of the college through its local area Police Station.
10. **Approval to extend the Canteen Contract of M/s. Sanjeev Caterer for another one year i.e. from 01.06.2025 to 31.05.2026.**
 - Approved.
11. **Approval to extend the contract of Photocopy Counter of M/s Vinayak Photo Stat Lamination for another one year i.e. from 27.04.2025 to 26.04.2026.**
 - Approved.
12. **Approval to extend the Chartered Accountant M/s Sanjay Remy & Co. for the college for further one financial year i.e. from April, 2025 to March, 2026.**
 - Approved.
13. **Approval to the appointment of Guest Faculty in various departments as and when required with financial approval as per norms for the academic year 2025-26.**
 - Approved.

Contd...4/-

Handwritten signature
N. Apperante

14. Approval of different types of leave to the faculty members after recommendation of the Leave Committee of the College.

- Approved.

15. Approval to the confirmation of the newly appointed faculty members of various departments in the college and to release their benefits accordingly.

- Approved.
- The matter related to confirmation and Annual Increment of Dr. Omvir Singh was discussed. The GB was apprised that case has been sent by the College to the University of Delhi as per the recommendation of the GB made in its earlier GB meeting and the reply is awaited. Thus far, Dr. Omvir Singh has been unable to submit the 10th and 12th Class mark-sheets in original, claiming that these original documents are with the Maharaja Agrasen College, University of Delhi on account of some issue he had faced in that institution. Therefore, till now, the photocopies of these documents could not be verified with the originals of his 10th and 12th class mark sheets. This had delayed his confirmation till now.

In view of the same, the College had taken the initiative of seeking the verification of the photocopies of the testimonials of 10th and 12th class mark-sheets of Dr. Omvir Singh from the appropriate body within the Uttar Pradesh Board, under which the candidate had given these exams. It was informed to the GB members that the College has been able to get this verification of the said testimonials from U.P Board. The GB was of the opinion that since the testimonials were verified by the competent authority, Dr Omvir Singh could be given his Confirmation Letter. However, since the matter has been sent to the University of Delhi by the College, the College could wait for the file to be received back.

- The matter related to Ph.D./M.Phil increments to the three faculty members was placed and it was decided that this case may be processed whenever their files are returned from the University of Delhi. However, annual increments of the said faculty members may be released as per DU norms.

16. To discuss the matter of Delhi Jal Board.

- The GB was apprised of the status quo in r/o the matter of Delhi Jal Board. The GB authorized the Principal to look into the matter and settle it.

17. To discuss the matter of Property Tax.

- The GB was apprised of the status quo in r/o the matter of Property Tax. The GB authorized the Principal to look into the matter and settle it. It was suggested to take services of the College CA in this matter, if required.

Principal

N. Aggarwal

Contd...5/-

18. To discuss the matter of vacating the Staff Quarter.

- The GB was apprised of the matter that one resident of Staff Quarter Mr. Mukesh Kumar Burnwal has not vacated the Staff Quarter till date. It was recommended by the GB to take an undertaking on a legal stamp paper from him that if he does not vacate the said staff quarter, he himself will be responsible for any mishappening in the future.

19. To approve the Budget Estimate 2025-26.

- Approved.

20. To approve the minutes of meetings of Fee Concession & Student Aid Fund Committee held on 26.03.2025, 30.04.2025 & 08.05.2025.

- Approved.

21. To approve the minutes of the meeting held on 14.05.2025 regarding Undergraduate & Postgraduate Fee Structure for the academic year 2025-26.

- Approved.

22. To approve the advances/withdrawal from P.F. Account in respect of Teaching and Non-Teaching Staff.

- Approved.

23. Approval to Complete Library stock verification report 2024-25 where loss of books is .016% which is negligible in comparison to permissible limit of .5%.

- Approved.

24. Approval to write off 2713 unserviceable and obsolete weeded out books of Rs. 2,81,015.00.

- Approved.

25. Reporting Item:

1. Due to Shortage of Grant in TSA RBI Account, Rs. 12 Lakh spent from college main-II Account (41177557317) for the salary for the month of February, 2025 and Rs. 37,81,673/- spent from college main-II Account (41177557317) for the salary for the month of April, 2025.

- Reported and Approved.

Contd...6/-

Praveen
N. A. Aggarwal

26. Any other matter with the permission of Chair.

- Matter with respect to installation of CCTV cameras was placed before the GB. The GB approved the proposal and asked to proceed as per procedure. The Treasurer, GB suggested that if possible, get the cost of this project reviewed and negotiated.
- The GB recommended that the college should organize more research based workshops/seminars for the students and call the speakers who are highly qualified in the field of research aptitudes. This will help the students who will be pursuing IV year in enhancing their research aptitude.
- The Chairperson, GB raised the matter of payment of enhanced salary and arrears to the contractual staff of the college. It was brought to her knowledge that the contractual staff is being paid the enhanced salary as per DU notification but the arrears have not been paid yet. To this, the Chairperson said that the arrears should be paid to the contractual staff for which the college may also seek clarification from the University of Delhi.

The meeting ended with a Vote of Thanks.

Pinky

Prof. Pinki Maurya
Principal

N. Agnimitra

Prof. Neera Agnimitra
Chairperson, GB