

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

Minutes of the meeting of the Governing Body held on Tuesday, 01.08.2023 at 02:30 pm in the Office of the Principal, Vivekananda College. The following members were present:

Members Present :

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| 1. Prof. Amita Chandra | - | Chairperson, GB & University Representative |
| 2. Prof. Vijay Laxmi Singh | - | Treasurer, GB & University Representative |
| 3. Mrs. Anita Bakshi | - | Teachers' Representative |
| 4. Mrs. Seema Taneja | - | Teachers' Representative |
| 5. Mr. Sudhir Gidh | - | Non-Teaching Rep. & Special Invitee |
| 6. Dr. Yojna Kalia | - | Bursar, Special Invitee |
| 7. Mr. Prabhat Kumar | - | Architect, Special Invitee |
| 8. Dr. Hina Nandrajog | - | Member Secretary & Offg. Principal |

PROCEEDINGS

Item No.	Subject	Proceedings
1.	Attendance of the Governing Body Members	Attendance of all the members present was taken. The GB members gave a warm welcome to Mr. Sudhir Gidh on appointment as a Non-Teaching Rep. & Special Invitee on the GB of the college.
2.	To approve and confirm the minutes of the Governing Body meeting held on 25.04.2023	Approved and Confirmed
3.	To approve and confirm the minutes of the Finance Committee meeting held on 20.10.2022	Approved and Confirmed
4.	To approve and confirm the minutes of the Scholarship, Students Aid Fund and Fee Concession Committee meeting held on 10.11.2022.	Approved and Confirmed
5.	To approve and confirm the minutes of the Fee Structure meeting for the academic year 2023-24 held on 11.07.2023.	Approved and Confirmed
6.	Constitution of a new Committee for Compassionate Appointment	The GB constituted a new Committee for Compassionate Appointments of the following members: (1) Mrs. Sushma Bansal, Chairperson (2) Mrs. Seema Taneja, Member (Teacher's Rep.) (3) Dr. Sunil Kumar Verma, Member (OBC Liaison Officer) (4) Mr. Javed Siddiqui, Jr. Asstt. Admn.
7.	Promotion cases	The Chairperson, GB said that a clarification in this regard has been sought from the University of Delhi which is awaited. After getting clarification from DU, this matter will be taken up. In the meantime, the case of Dr. Dhanpati Devi Kashyap may be processed as per norms.
8.	Seniority case	As per available college records, the date of birth and the date of joining of Dr. Sukhneet Surin and

Hina Nandrajog

Amita Chandra

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		Dr. Saroj Kumari were presented before the GB members which are as follows: Date of Joining of Dr. Sukhneet Suri – 17.07.2006 (F/N) Date of Birth of Dr. Sukhneet Suri – 19.03.1973 Date of Joining of Dr. Saroj Kumari – 17.07.2006 (F/N) Date of Birth of Dr. Saroj Kumari – 26.08.1974 It was decided that, as per norms, Dr. Sukhneet Suri is senior to Dr. Saroj Kumari as Dr. Suri is senior in age.
9.	Approval of different types of leave to faculty members, i.e. Sabbatical Leave, CCL and HPL and pre-joining case	The members were apprised that as per total strength of permanent teaching staff 3.5 posts can be allowed to proceed on leave. The GB approved four teaching staff members at a time to proceed on leave as per the following arrangements: 1. Mrs. Meenakshi Agrawal, Sabbatical Leave 2. Mrs. C. K. Bansal, Sabbatical Leave 3. Dr. Veena Jain, HPL 4. Mrs. Shivantika Sharad, CCL 5. Dr. Dhanpati Devi Kashyap, Sabbatical Leave (after Mrs. C.K. Bansal returns from her Sabbatical leave period).
10.	Ex-post facto approval of ad-hoc appointment of faculty members i.e. from 11.08.2022 to 08.12.2022, 10.12.2022 to 08.04.2023 and 11.04.2023 to 08.08.2023	Approved
11.	Approval of payment to Ashika Enterprises for waterproofing of Psy Lab side college building and other repair work	Approved
12.	Approval of payment of Mr. Prabhat Kumar, Architect for preparation of DPR for HEFA Loan and other projects	Deferred
13.	Approval of payment of conveyance charges apart from the payment to Mr. Gurdayal Singh Narang, Consultant and approval of the payment to Mr. Narang, Consultant	Approved
14.	Approval to upload the technical bid evaluation sheet of STP work on CPP Portal	Approved
15.	To open the sealed envelope of Safety Audit Report of Staff Quarters and approval for the payment to M/s D.R. Associates for the said work	In this regard, the Treasurer, GB asked to prepare a note on which the summary of this case and the Safety Audit Report should be put up and this note should be duly signed by the concerned dealing department and the Offg. Principal. The approval of the Chairperson and the Treasurer on that note be taken by circulation.
16.	Approval for Notice Inviting Tender (NIT) of Whitewash Work in the College Building prepared by College Architect to upload on CPP Portal	Matter Deferred till next GB meeting.
17.	Approval for Notice Inviting Tender (NIT) of the Civil Work in the College Auditorium prepared by College Architect to upload on CPP Portal	Approved
18.	Approval for Notice Inviting Tender (NIT) of installation of AC System in the new block of the College Building prepared by College Architect to upload on CPP Portal	The Chairperson and the Treasurer opined to buy wall mounting fans from GEM for the said college building instead of installation of AC system as it is cost effective.
19.	Discussion on applying for loan of Rs. 135 crores from HEFA for different projects in the College	To be discussed after the appointment of permanent Principal of the College.
20.	Approval for payment of Insurance of College Building due on 06.09.2023	Approved
21.	Reporting Items:	

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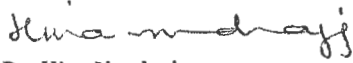
22.	<ol style="list-style-type: none"> 1. Cases of Pensioners from CPF to GPF and recovery case 2. Case of Mrs. Nisha Amar, Ex-S.O. Admin 3. Case of Dr. Meera Sood, Ex-DPE 4. Payment of Azure Solar Solutions Private Limited to disassemble and reassemble Solar Panels due to water proofing work on the roof of the college 5. Status report of PWD Work, i.e. repair of College Building 6. Outsourcing Contract given to M/s. KDS International Pvt Ltd for appointment of Security Guards, M/s. M.K. Enterprises for appointment of Housekeeping and M/s Friends Detective Security Service for appointment of Gardener & Sports Attendant for one year w.e.f. 14.11.2022 through GeM by bid as per the direction of the previous GB 7. Canteen Contract given to M/s Laxmi Chand & Sons for one year w.e.f. 24.04.2023 to run the College Canteen through e-tender as per the direction of the previous GB 8. Installation of mobile charging machine for College Students from A3Charge Company 9. Initiating the process to run short term programmes from other institutions as per the directions of the University of Delhi (8 am to 8 pm) 10. Signing MoU for installation of 20 Solar Light Poles for 10 years w.e.f. 20.07.2023 11. Starting the process to install the 12 Sanitary Napkin Vending Machines and Incinerators under CSR initiative for College Students from HLL Lifecare Limited 12. Adjustment of Rs. 3500/- from Students' Welfare Fund as FDP registration fee 13. Institution of an IKS Centre (VIKSIT) under NEP 14. To report the Budget Estimate for the year 2023-24 (Salary and Recurring Grant) 15. Payment of Arrear of 7th CPC in respect of Mrs. Aparna Rajesh and Mrs. Neelam Bakshi after adjustment of excess paid PF Interest than GOI rate of interest 16. To report the amount transferred from college TSA RBI Account to college SBI Account as per UGC letter dated 17.03.2023 17. To report transfer of Interest amount from College PF Account and Individual Employee's Interest Account to College Interest-Term Deposit Account due to court case of conversion from CPF to GPF. 18. To report the PF rate of interest given to college PF subscribers as per GOI rate of interest i.e. 7.1% for the f.y. 2021-22. 19. To report the Advance/Withdrawal from PF Account in r/o college teaching and non-teaching staff members which includes the reporting of sending back the amount of PF deducted from the salary of Dr. Meera Sood to UGC after her retirement date which got finalized after court case and the CPF amount of Mrs. Vinay Trehan sent to UGC due to court case regarding conversion from CPF to GPF. 	All Reporting Items were reported and approved.
22.	Any other matter with the permission of Chair.	

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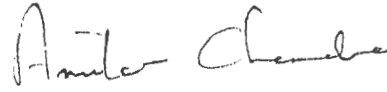
Anita Chandra

	<ol style="list-style-type: none"> 1. To approve the minutes of Scholarship, Student's Aid Fund and Fee Concession Committee meetings held on 20.01.2023, 29.03.2023 and 13.04.2023. 2. To approve the appointment of Bursar w.e.f. 01.09.2023 for further two years till 31.08.2025. 	<ol style="list-style-type: none"> 1. Approved 2. Approved 3. The Non-teaching Rep., GB put up an issue with regard to the shortage of staff in Library due to retirement of two employees next year. After discussing all vacant non-teaching positions in the college, the Chairperson said that the Group C non-teaching staff may be hired from outsource agencies in the college for which the two Teachers' Representatives may help the College Administration.
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The meeting ended with a vote of thanks.



Dr. Hina Nandrajog
Offg. Principal & Member Secretary, GB



Prof. Amita Chandra
Chairperson, GB