

LADY IRWIN COLLEGE, NEW DELHI
GOVERNING BODY

MINUTES

Of the Meeting of the Governing Body held on 2nd January, 2025,

A meeting of the Governing Body of Lady Irwin College was held On-line/Off-line on Thursday, 2nd January, 2025 at 10.30 a.m. in the Office of the Director, Lady Irwin College, New Delhi.

The following Members were present:

1. Prof. Rekha Saxena (Chairperson & DU Representative) (Off-line)
2. Prof. Sunaina Kanojia (Treasurer & DU Representative) (On-line)
3. Prof. Puja Gupta (Teachers' Representative) (Off-line)
4. Dr. Dimple Rangila (Teachers' Representative) – (On-line)
5. Mr. Madan Kumar (Non-Teaching Special Invitee) – (Off-line)
6. Prof. Archana Kumar (Officiating Director & Member Secretary) – (Off-line)

I MINUTES OF THE GB MEETING

- 1.1 *"Minutes of the GB meeting held on 28th November, 2024 were read and approved."*

II. ADMINISTRATIVE MATTERS

2.1 Confirmation of Teaching staff

(A) Prof. Priti Rishi Lal, Teacher-Incharge, Department of Food & Nutrition, recommended the confirmation of following Assistant Professors in the Department of Statistics and Microbiology w.e.f. their date of joining :

<u>Name</u>	<u>Date of Joining</u>
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Department of Statistics

Dr. Neerja Chawla	16.12.2023
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Department of Microbiology

Dr. Aarti Yadav	20.12.2023
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(B) Prof. Sarita Anand, Teacher Incharge, Department of Development Communication & Extension recommended the confirmation of following Assistant Professors in the Department of English & DCE w.e.f. their date of joining :

<u>Name</u>	<u>Date of Joining</u>
<u>Department of English</u>	
Ms. Sapna Kumari	30.11.2023

<u>Department of DCE</u>	
Dr. Kanki Hazarika	11.12.2023
Dr. Sunil Kumar	11.12.2023

(C) Prof. Rupa Upadhyay, Teacher Incharge, Department of Science recommended the confirmation of following Assistant Professor in the Department of Science (Environment) w.e.f. her date of joining :

Dr. Vandana Maurya	05.12.2023
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"The Governing Body approved for confirmation of service of above faculty members w.e.f. their date of joining."

Governing Body also ratified the confirmation of service of Dr. Sunil Kumar w.e.f. his date of joining, which was approved by GB by circulation."

2.2 Confirmation of Non-Teaching Staff

Prof. Mani Bhasin Kalra, Bursar has recommended the confirmation of following Non-Teaching staff vide letters dated 23.11.2024 :

<u>Name</u>	<u>Date of Joining</u>
Mr. Virendra Kumar, Senior Assistant	07.12.2023
Mr. Sushant Kumar, Administrative Officer	20.12.2023

"The Governing Body approved the confirmation of service of above Non-Teaching Staff w.e.f. their date of joining."

2.3 Request of Prof. T.G. Rupa to conduct course in Google Sketchup

Prof. T.G. Rupa, Department of Resource Management & Design Application requested vide letter dated 23rd December, 2024 for permission to conduct a short course in Google

Sketchup, a 3D software for Under Graduate students of Department of RMDA in the coming semester starting January 2025. This course will be of 20 hours duration and will be held on online mode with a few offline classes. The Advisory Committee of the DIC has approved the course. A fee of Rs.1500/- per student would be charged for the classes. Permission is also sought to issue certificates from the Department of Resource Management & Design Application, Lady Irwin College.

“The Governing Body accorded approval to conduct short course in Google Sketchup, a 3D software for Under Graduate students of Department of RMDA.”

2.4 Renewal of work contract of Rakshak Securitas Pvt. Ltd.

M/s Rakshak Securitas Private Limited informed vide letter dated 12.12.2024 that their work contract is expiring on 31st December, 2024. The said company has shown its willingness to continue this work contract on the same terms and conditions for a further period of one year. The College Administration vide note dated 16.12.2024 recommended to continue the services of Rakshak Securitas Private Limited for another one year.

“It was decided by the Governing Body to go through the terms and conditions of the contract of M/s Rakshak Securitas Pvt. Ltd. to decide further extension of their contract.”

2.4.1 Later after going through the terms and conditions of their agreement, the Governing Body approved by circulation the extension of contract of M/s Rakshak Securitas Pvt. Ltd. for a period of one year w.e.f. 01.01.2025 on the same terms and conditions.”

III. FINANCIAL MATTERS

3.1 Condonation of three cases of Negative Balance

(i) The Accounts Department has requested vide Office Note dated 09.12.2024 for condonation of three cases of negative balance as per details given in the said office note. To substantiate the waiver of negative balance, Office Memorandum dated 19.09.2022 issue by the DOPT is enclosed in agenda which says that ‘situation wherein recoveries of wrongful/excess payments are impermissible in law where the excess payment has been made for a period in excess of five years, before the order of recovery is issued’.

(ii) The College is required to pay approximately 25 staff members with interest. Since the interest rate for 2024-25 is yet to be decided, if approved, the final payments be made in March 2024 alongwith interest of 2024-25 to make full and final settlement in these cases (list enclosed in agenda).

“The Governing Body approved the condonation of three cases of negative balance and also approved payment of interest to 25 staff members, as given in the list.”



IV. Any other matter with the permission of Chair.

4.1 Renewal of work contract of M/s Trio Security and Intelligence Pvt. Ltd. :-

M/s Trio Security and Intelligence Pvt. Ltd. informed vide letter dated 14.12.2024 that their work contract is expiring on 14.12.2024 and they have requested to extend their contract on the same terms and conditions.

"It was decided by the Governing Body to go through the terms and conditions of the contract of M/s Trio Security and Intelligence Pvt. Ltd. also to decide further extension of their contract."

4.1.1 Later after going through the terms and conditions of their agreement, the Governing Body approved by circulation the extension of contract of M/s Trio Security and Intelligence Pvt. Ltd. for a period of one year w.e.f. 15.12.2024 on the same terms and conditions."

4.2 It was decided to hire service of three staff from M/s Rakshak Securitas Pvt. Ltd. for Library, Hostel and Office as and when required in the near future;

4.3 Lady Irwin College being a heritage college, has been approached by some communication agencies for short projects. The Governing Body members suggested terms and conditions be drawn and a College committee created for approval."



Prof. Archana Kumar
Officiating Director & Member Secretary



Chairperson
Governing Body