

LADY IRWIN COLLEGE, NEW DELHI
GOVERNING BODY

MINUTES

Of the Meeting of the Governing Body held on 20th July, 2022,

A meeting of the Governing Body of Lady Irwin College was held on Wednesday, 20th July, 2022 at 11.00 a.m. in the Office of the Director, Lady Irwin College, New Delhi.

The following Members were present:

1. Mrs. Rita Menon (Chairperson)
2. Mr. Umesh Chand Goyal (Treasurer)
3. Ms. Rati Bawa
4. Mr. Mathew Cherian
5. Mr. Dilip Chenoy
6. Dr. Renu Singh
7. Ms. Preeti Sudan
8. Prof. Manoj Kumar Singh (University Representative)
9. Dr. Deepali Rastogi (Teachers' Representative)
10. Dr. Mani Bhasin Kalra (Teachers' Representative)
11. Mr. Madho Singh (Non-Teaching Special Invitee)
12. Prof. Anupa Siddhu (Director & Member Secretary)

Apologies received from:

Ms. Ishani Chandra, Ms. Bulbul Das, Ms. Shovana Narayan, and Prof. Niti Bhasin expressed their inability to attend the meeting.

I. MINUTES OF THE GB MEETING

- 1.1 *"Minutes of the GB meetings held on 21st March, 2022 were read and approved."*
- 1.2 Action Taken Report – *"Noted."*

II. ADMINISTRATIVE MATTERS

2.1 Contact Person Information for TSA Account (Star College Scheme)

We are in receipt of email dated 28.05.2022 from Dr. Garima Gupta, Scientist 'F', Department of Biotechnology, Ministry of Science and Technology regarding informing that as per directions of Department of Expenditure, all grants under Department of Biotechnology R&D Scheme (0150) will be assigned to Implementing Agencies through a Treasury Single Account (TSA), which has to be opened by the Institution with the Reserve Bank of India. For receiving grants for all projects under Research & Development Scheme of DBT, a single TSA account has to be opened by the Institute. Therefore, information of the concerned persons from the institution, who will be further



intimated/contacted about the process for TSA account creation has to be provided to them. She has also forwarded annexure with the mail regarding step by step procedure for opening of accounts under Central Sector Schemes and existing TSA.

She has now proposed ICICI Bank vide email dated 5th July, 2022. There were some operational difficulties with TSA.

"After detailed deliberations it was decided by the Governing Body that account should be opened in ICICI Bank for smooth funds in consultation with DBT."

2.2 Fees of Students

(a) Enhancement of University Development Fund

We are in receipt of emails dated 03.06.2022 & 06.06.2022 from the Joint Registrar (Finance), University of Delhi informing that in accordance with approval of the Executive Council of the University, the University Development Fund has been revised from Rs.600/- per student per year to Rs.900/- per student per year w.e.f. the Academic Session 2022-23. He further advised to incorporate the schedule of fees of College from the Academic Session 2022-23 onwards.

noted and
"The Governing Body accorded approval for revision of University Development Fund to Rs.900 /- per student, as proposed by the University."

(b) Refund of Examination Fee

Ms. Fatimah Zohra, M.Sc. Food & Nutrition (2020-2022) requested vide letter dated 22.06.2022 for refund of excess examination fee paid by her on portal due to some technical glitch in the DU portal.

"The Governing Body advised to look into the matter carefully and initiate the refund of examination fees whatever was collected that year, as the student has also paid on portal as per University of Delhi requirement. Receipt of college fee and portal fee need to be verified for every student when they apply for refund."

2.3 Application of Dr. Sushma Goel for the post of Vice Principal

The Assistant Registrar (Colleges), University of Delhi vide letter dated 18.04.2022 conveyed that amended Clause 4(4) of the Ordinance XVIII of the University regarding appointment of Vice Principal which is as under:

"If the Governing Body wish to appoint a Vice-Principal, it should do so with the prior approval of the University. The appointment of the Vice-Principal shall be made from among the Readers in the College who fulfill the qualifications for the post of Principal. The appointment of such Vice-Principal shall require the approval of the University."

The list of documents required with the application is given in the said letter.

Dr. Sushma Goel, Professor, Department of Resource Management and Design
Application has submitted summary for the position of Vice Principal justifying her

eligibility, which is enclosed with her application. Dr. Sushma Goel is the senior most among the Professors of the College. She be recommended till her retirement on 31.07.2024 (2 years).

"It was decided by the Governing Body that a three member Screening-cum-Selection Committee comprising Mr. Dilip Chenoy, Prof. Deepali Rastogi and Prof. Mani Bhasin Kalra verify the eligibility."

2.4 Clarification regarding appointment of MTS on Compassionate Ground

We are in receipt of a letter dated 14.06.2022 from the Assistant Registrar (Colleges), University of Delhi on the subject cited above. He has given reference of the UGC letter No. F.35-19/2008(CU-OBC)Vol.IV dated 13.01.2011 vide which it is communicated that the posts of MTS i.e. Office Attendant, Daftry, Farash, Mali etc. are to be filled through outsource basis only. The same has been accepted and adopted by the EC of the University vide Resolution No. 24(45) dated 28.05.2015 (copy enclosed with the letter).

In view of this it is reiterated that the posts of MTS are not to be filled through direct recruitment basis, they have not been accounted for in the University for calculating 5% vacancies. Therefore, the same may be filled through outsourced (from an approved agency). The Colleges/Hostels/Institutions need to follow the same policy in this regard.

"It was decided by the Governing Body to proceed according to guidelines received from the University and follow GOI/DU guidelines for compassionate appointment."

2.5 Letter from DU regarding sequence of modes of recruitment of Non-Teaching posts

We are in receipt of a letter dated 14.06.2022 from the Assistant Registrar (Colleges), University of Delhi has clarified the sequence of filling up of non-teaching posts and informed that all the Colleges/Institutions/Hostels/Halls while filling up their vacant positions of Non-Teaching posts they should give precedence to Promotion (Fitness cum Seniority) over LDE and LDE may be given precedence over Direct Recruitment.

"The Governing Body decided to follow the guidelines received from the University. They recommended to do promotions of non-teaching staff. They recommended to expedite direct recruitments of posts as approved in roster."

2.6 Proposal to conduct training on Design Thinking for PG students and Faculty of Department of Fabric and Apparel Science

2.6.1 Dr. Madhuri Nigam, Teacher Incharge of Department of Fabric and Apparel Science has requested vide letter dated 02.06.2022 for approval for conducting of training on Design Thinking for PG Students and Faculty of Department of Fabric and Apparel Science. For this, the department is in dialogue with Apparel, Made Ups & Home Furnishings Sector Skill Council (AMHSSC) since last two months. For this course 27 persons including students and faculty members have shown interest. AMHSSC will conduct this four days offline Program on 'Design Thinking' at Lady Irwin College from



13th June – 16th June, 2022 with a participation fee of Rs.2000/- per participant, which will be paid directly to AMHSSC.

The draft MOU to be entered into between the AHMSSC and College is enclosed with the letter in agenda.

"After detailed deliberations, it was decided by the Governing Body to encourage students to attend this course. The MOU was approved."

2.6.2 NOC for participating in a project for UNEP – InTex Call for Proposals

Dr. Madhuri Nigam, Associate Professor, Department of Fabric and Apparel Science requested vide letter dated 06.06.2022 for grant of NOC for participating in a project for UNEP – InTex Call for Proposals: Impact Assessment of Sustainable Economic Pathways for a sustainable and circular textiles value chain. She wishes to submit a proposal to UNEP for the project on behalf of the College.

"The Governing Body advised faculty to take up the project and granted NOC."

2.7 Project Proposal - Lady Irwin College as a Satellite Centre for a WHO Funded Multicentric Study and Collaboration on Optimization of ICDS Supplementary Nutrition

We are in receipt of a letter dated 09.06.2022 from Dr. Tinku Thomas, Professor and Head, Department of Biostatistics, St. John's Medical College, Bangalore regarding collaboration for a WHO Project on 'Optimization of ICDS Supplementary Nutrition Provisions of the Integrated Child Development Services of India'. They want us to be a collaborating Centre (regional satellite centre) to coordinate the activities for the Northern region including States of Haryana, Himachal Pradesh, Punjab, Uttar Pradesh, Uttarakhand and Delhi. Dr. Pulkit Mathur, Professor from Lady Irwin College has been in discussion with them.

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"After detailed deliberations, it was decided by the Governing Body that MOU for WHO Satellite Centre was approved. They can give the grant to Lady Irwin College after deducting the GST amount."

2.8 Implementation of Judgement of Hon'ble Supreme Court of India delivered on 10.05.2022 regarding CPF options in past

The Finance Officer, University of Delhi vide letter dated 06.06.2022 conveyed the Judgement of the Hon'ble Supreme Court of India delivered on 10.05.2022 in respect of Litigant and Non-Litigants of Category I (N.C. Bakshi Batch) & Category-II (Shashikiran Batch) quoted in the subject matter. The judgement of the Hon'ble Supreme Court was placed before the Executive Council of the University in its meeting held on 30.05.2022 and the Executive Council decided to implement the said judgement of the Hon'ble Supreme Court of India as per the details given in the said letter.

"The Governing Body decided to implement the judgement of the Hon'ble Supreme Court received from the University."

2.9 Letter from Adviser NITI Aayog regarding lending the services of Dr. Neena Bhatia

We are in receipt of a letter dated 12.05.2022 from Dr. Prem Singh, Adviser, NITI Aayog requesting to re-engage the services of Dr. Neena Bhatia, Professor, Department of Food & Nutrition at NITI Aayog on 'Secondment' basis under Para 8.8 of NITI Aayog's Consultancy Guidelines dated 07.12.2021.

"The Governing Body, after detailed deliberations did not approve relieving of Prof. Neena Bhatia on secondment basis in the interest of students and paucity of senior teaching staff."

2.10 Agreement with M3M Foundation

Dr. Puja Gupta, Professor, Department of Resource Management and Design Application has submitted a copy of Grant Agreement to be entered into with M3M Foundation for the period March 2022 to June 2022 under the programme Kaushal Sambal.

The College till date has not received funds from NSDC.

"It was decided by the Governing Body to approve the grant for present skill training. The matter can be reviewed after this skill training."

2.11 College Hostel Mess in June-July 2022

Only 25 students were expected to stay in hostel in June-July 2022. Separate quotes were invited for 25 students for full day meal supply. The present mess operator was awarded due to lowest quotes. The hostel mess will reopen as usual in August 2022 once the new session starts.

The Hostel Warden and Hostel Superintendent have given their feedback of Hostel catering arrangement (by mess operator) vide letter dated 27.06.2022 which is enclosed as annexure with agenda. At present 26 students are in hostel in June-July 2022 and they are satisfied with food and there is no complaint.

"The Governing Body approved supply of meals till August 2022 to 25 students at approved comparative rates."

2.12 Request of faculty members for grant/extension of Leave

Following teachers have applied for leave/extension of leave:-

S.No	Name	Period and Nature of Leave	Reason
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01.	Dr. Pooja Raizada	CCL - from 05.09.2022 till 20.04.2023	To help her son in his studies (DOB is 30.07.2007)
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"The Governing Body approved the leave of above faculty member for the period and purpose mentioned above."

2.13 Hiring of three contractual from Rakshak for Hostel

Approval may kindly be accorded for hiring of three contractual staff from Rakshak for College Hostel due to sudden opening of UG-PG hostels w.e.f. February 2022.

"The Governing Body accorded approval for hiring of three contractual staff from Rakshak for Hostel."

2.14 Probate notice

We appeared in the court through College Advocate Mr. R. Dhawan in the case of PC/15/2022 of Helpage India Vs NCT on 11.07.2022 and the next date of hearing is 09.12.2022.

"The Governing Body noted the matter."

2.15 Revision of remuneration to College Nurse

Ms. Ritu Thakur is working in the College as Nurse on contractual basis. She has requested vide letter dated nil for revision of her remuneration in accordance with DU Notification dated 12.11.2021 on the basis of 'Equal Pay for Equal Work' at Level 6, Rs.35400 + DA. She was appointed for a period of six months till 16.08.2022 on a monthly consolidated salary of Rs.19,000/-.

"The Governing Body decided to terminate the present contract. It was advised to seek approval of DU to advertise for contractual appointment of Nurse at DU approved rates."

2.16 Parliamentary Rajbhasha Committee Inspection of Lady Irwin College

The Parliamentary Rajbhasha Committee conducted inspection of Lady Irwin College on 9th July, 2022 at Vigyan Bhawan Annexee.

The Committee recommended to work towards 100% adoption of Rajbhasha in Administration. Committees of College level have had three meetings on 01.07.2022, 06.07.2022 and 11.07.2022 for compliance and reporting. Internal Audit of all Departments have been done for Rajbhasha.

The Parliamentary Committee recommended to submit compliance within six months.

“The Governing Body recommended to encourage all teaching and non-teaching staff to work in Hindi as far as possible and follow Rajbhasha Rules of GOI and University guidelines.”

Supplementary Agenda

2.17 NIRF Rank of Lady Irwin College

In the National Institutional Ranking Framework released on 15th July, 2022, Lady Irwin College Ranked 16 in National College Category.

“The Governing Body congratulated and noted the above.”

2.18 Value Added Course – Basic Course in Monitoring and Evaluation (M&E)

Dr. Archana Kumar, Professor, Department of Development Communication & Extension submitted a proposal vide email dated 16.07.2022 & 18.07.2022 to offer a Value Added Course in Monitoring and Evaluation (M&E) online in collaboration with Evaluation Community of India, as part of UG and PG curriculum of DCE Department. Detailed proposal is enclosed with the email.

“The Governing Body approved the program with minimum batch of 50 paying @ Rs.6000/student.”

III FINANCIAL MATTERS

3.1 Cost Sheet for Offline Exam Fee

The cost sheet for conducting offline Exam Fee was enclosed as annexure in the agenda for approval by the Governing Body.

“The Governing Body deliberated on the matter and decided to update the College Examination Facility Fund.”

3.2 Fee Structure of Hostel 2022

The proposed fee structure of Hostel 2022 for next semester was enclosed as annexure in agenda for approval by the Governing Body.

“The Governing Body approved the rates on prorata basis.”

3.3 Proposed Fee Structure of PG & UG Students

The proposed fee structure of PG & UG Courses was enclosed as annexure with agenda for approval by the Governing Body.

"The Governing Body decided to keep the University classification and adjust on College heads. The draft was approved for further perusal. In view of recent developments, Rajbhasha Implementation head and UG research facility head for NE requirements were recommended."

3.4 PF Interest Calculation Sheet 2021-2022

The PF Committee met on 29.06.2022 and passed the resolution regarding PF Rate of Interest to be 5.3% from the Calculation sheets, for the Financial Year 2021-2022 in respect of College, Nursery School and Hostel which was enclosed as annexure in the agenda for approval by the Governing Body.

"The Governing Body endorsed the recommendations of the PF Committee and approved implementation of PF rate of interest for 2021-22 to be 5.3% for preparing financial papers for audit."

3.5 Pay fixation and Arrears of promotion of Teachers

There are no pending promotions of the teachers. Many teachers had 2-4 promotions in last few months which were due since a long time on advice and SOP of University of Delhi.

Most of the pay fixation papers have been sent to the University of Delhi. Those files which were duly received have been given arrears and disbursed revised salary.

"The Governing Body noted the above and approved the expenditure as the budget estimates to UGC had accounted these expenditures."

IV. Any other matter with the permission of Chair.

"None."



Prof. Anupa Siddhu
Director & Member Secretary



Mrs. Rita Menon
Chairperson
Governing Body