

LADY IRWIN COLLEGE, NEW DELHI

GOVERNING BODY

MINUTES

Of the Meeting of the Governing Body held on 24th December, 2021,

A meeting of the Governing Body of Lady Irwin College was held on Friday, 24th December, 2021 at 11.00 a.m. in the Office of the Director, Lady Irwin College, New Delhi.

The following Members were present:

In Person (Off-line):-

1. Mrs. Rita Menon
2. Mr. Dilip Chenoy
3. Mr. Umesh Chand Goyal
4. Dr. Deepali Rastogi (Teachers' Representative)
5. Dr. Mani Bhasin Kalra (Teachers' Representative)
6. Mr. Madho Singh (Non-Teaching Special Invitee)
7. Prof. Anupa Siddhu (Director & Member Secretary)

On-Line:-

8. Prof. Manoj Singh
9. Dr. Preeti Sudan
10. Ms. Renu Singh
11. Mr. Mathew Cherian

I. MINUTES OF THE GB MEETING

- 1.1 *"Confirmation of Minutes of the GB meetings held on 24th August, 2021 and 17th September, 2021 were read and approved."*

II. ADMINISTRATIVE MATTERS

- 2.1 **Introduction of Members of newly constituted Governing Body & Election of GB Chairperson and Honorary GB Treasurer from among the members**

Dr. Anupa Siddhu read out the names of GB Members approved by the University of Delhi. She welcomed the Members. The members gave their self introduction.

Mrs. Rita Menon's name was proposed as the Chairperson of Governing Body for the present term by Dr. Preeti Sudan and seconded by Mr. Dilip Chenoy. The house unanimously accepted.

u/s/v

Anupa Siddhu
21.3.22

Name of Mr. Umesh Chand Goyal was proposed for Honorary GB Treasurer by Mrs. Rita Menon Menon and seconded by Ms. Renu Singh. The house unanimously accepted.

2.2 Constitution of various Committees of College

The following Committees of College were constituted with Governing Body members :

- (i) **Finance** : Mrs. Rita Menon (Chairperson, GB)
Mr. Umesh Chand Goyal (Treasurer, GB) and other members
- (ii) **Provident Fund** : Mrs. Rita Menon (Chairperson, GB) &
Mr. Umesh Chand Goyal (Treasurer, GB) and other members
- (iii) **Building** : Mrs. Rita Menon (Chairperson, GB),
Mr. Umesh Chand Goyal (Treasurer, GB), Dr. Preeti Sudan and other members
- (iv) **RAK CSC** : Ms. Ishani Chandra, Mr. Umesh Chand Goyal
(Treasurer, GB) and other members
- (v) **NT Housing** : Prof. Anupa Siddhu, Chairperson, Dr. Mani Bhasin
Kalra, Bursar (Secretary), Dr. Deepali Rastogi and
Non-teaching Member of Housing
- (vi) **Teachers' Housing** : Prof. Anupa Siddhu, Chairperson, Dr. Mani Bhasin
Kalra, Bursar (Secretary), Dr. Deepali Rastogi and
Member Staff Council
- (vii) **IQAC** : Mr. Dilip Chenoy.

2.3 Promotion of Teachers

Promotion of teachers from Associate Professor to Professor level under CAS-2018 were done between 7th October, 2021 to 2nd December, 2021.

The Governing Body was requested to accord its approval to Selection Committees minutes dated 7th October, 2021 – 2nd December, 2021 for promotion of 21 teachers in various departments w.e.f. date of eligibility as per details given in annexure in the agenda. Three teachers were promoted to Professor in Department of HDCS and approved in previous meeting.

"The Governing Body based on the recommendations/minutes of Selection Committee minutes of various departments approved the promotion of teachers w.e.f. date of eligibility as per details below:-"

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21.3.22

LADY IRWIN COLLEGE

Recommendation for considering promotion of Associate Professor to Professor under CAS-2018 with effect from date of eligibility.

S.No.	Name	Department	Promotion to	Date of Selection Committee meeting	Time
1	Dr. Archana Kumar	DCE	Professor	07.10.2021	3 P.M.
2	Dr. Aparna Khanna	DCE	Professor	07.10.2021	3 P.M.
3	Dr. Sarita Anand	DCE	Professor	07.10.2021	3 P.M.
4	Dr. Mani Bhasin Kalra	Education	Professor	08.10.2021	11.00 A.M.
5	Dr. Renu Malaviya	Education	Professor	08.10.2021	11.00 A.M.
6	Dr. Sushma Goel	RMDA	Professor	18.10.2021	3 P.M.
7	Dr. Meenakshi Mital	RMDA	Professor	18.10.2021	3 P.M.
8	Dr. Puja Gupta	RMDA	Professor	18.10.2021	3 P.M.
9	Dr. T.G. Rupa	RMDA	Professor	18.10.2021	3 P.M.
10	Dr. Simmi Bhagat	FAS	Professor	20.10.2021	3 P.M.
11	Dr. Deepali Rastogi	FAS	Professor	20.10.2021	3 P.M.
12	Dr. Seema Sekhri	FAS	Professor	20.10.2021	3 P.M.
13	Dr. Ritu Mathur	FAS	Professor	20.10.2021	3 P.M.
14	Dr. Sabina Sethi	FAS	Professor	20.10.2021	3 P.M.
15	Dr. Ravinder Chadha	F&N	Professor	21.10.2021	3 P.M.
16	Dr. Neena Bhatia	F&N	Professor	21.10.2021	3 P.M.
17	Dr. Manisha Sabharwal	F&N	Professor	21.10.2021	3 P.M.
18	Dr. Pulkrit Mathur	F&N	Professor	21.10.2021	3 P.M.
19	Dr. Priti Rishi Lal	F&N	Professor	21.10.2021	3 P.M.
20	Dr. Rupa Upadhyay	Horticulture	Professor	01.12.2021	3 P.M.
21	Dr. Sangeeta Goomer	Food Technology	Professor	02.12.2021	3 P.M.

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2.4 Award of contract through GEM Portal Security Tender and Infrastructure

The Security Tender was awarded on GEM Portal by GEM Portal Purchase Committee after bidding on GEM to M/s Trio Security and Intelligence Pvt. Ltd. on 08.11.2021. They were given 15th December, 2021 as date of starting their duties.

The Manpower Outsourcing Services Minimum Wages Tender was also floated on GEM Portal and awarded to M/s Rakshak Securitas Pvt. Ltd. on 26.11.2021 on GEM Portal by GEM Portal Purchase Committee. They were given 1st January, 2022 as date of starting their duties.

Both parties came to College for accepting the order and starting on due date. The old companies were given one month notice which they accepted. The draft MOU is legally vetted and tabled.

"The Governing Body approved the above."

2.5 (A) Opening of separate Bank Account for DBT Star College Scheme Grant

Dr. Pooja Raizada and Dr. Aparna Agarwal informed vide letter dated 06.12.2021 that as per the requirement of DBT Star College Scheme, Ministry of Science and Technology e.mail we have to open a fresh savings bank account and link with PFMS for DBT Star College Scheme grant vide their letter dated 25th November, 2021. This should also be implemented with EAT module.

The Governing Body was requested to accord approval for opening of a dedicated savings bank account for DBT Star College Scheme linked with PFMS and EAT. This account will be operated by Bursar and Director as usual.

(B) MOU has to be also signed for receiving further grants. This has been legally vetted and tabled. The Governing Body was requested to accord approval.

"The Governing Body accorded approval for opening of a dedicated savings bank account for DBT Star College Scheme linked with PFMS and EAT to be operated jointly by the Director and Bursar."

The Governing Body approved the MOU as desired by DBT and legally vetted by college advocate."

2.6 Extension of tenure of Hostel Superintendent

Ms. Sunita Srivastava, Hostel Superintendent has requested for extension of her services vide letter dated 30.10.2021. Her present tenure is till 31.12.2021. Her monthly consolidated salary is Rs.26000/-. She has completed 60 years of age (DOB 26.04.1961). However, the Hostel Committee met on 30.11.2021 and recommended extension for one year to her. The resolution passed by the Hostel Committee to this effect was enclosed in agenda.

It was brought to notice that hostel had abruptly closed in March 2020 and students did not clear their belongings. The hostel clerk, Ms. Madhu has also retired and there is poor continuity.

"In view of the pandemic and hostel being abruptly closed, the Governing Body approved the extension of Ms. Sunita Srivastava as Hostel Superintendent w.e.f."

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07.01.2022 till one year on a consolidated salary of Rs.20,976 and DA Rs.208/- per month as fresh contract based on rates given in Govt. of NCT of Delhi, Office of the Commissioner (Labour) dated 11.11.2021. The terms & conditions of her appointment will be same, as contained in her initial appointment letter dated 23rd December, 2009 in this new contract. It was advised to advertise for the post."

2.6.1 Opening of College Hostel, Canteen tender, Hostel tender – The Hostel Committee met on 30.11.2021 and discussed issues related to opening of College Hostel. The minutes of Hostel Committee meeting were enclosed in agenda for perusal of the Governing Body. They recommend that opening mess for small number of students may not be feasible and suggest opening of College canteen who can also provide meals to be purchased directly by students. Meanwhile, pantry facilities may be provided. The hostel fee then will not include mess charges.

Once the students are permitted to stay full strength then hostel mess tender can be opened, and mess charges be charged accordingly.

"The Governing Body decided to give canteen tender next year."

2.7 Computer Resource Centre (CRC) Staff Salaries

The two junior staff working in the Computer Resource Centre namely Ms. Kusum Kaushik and Mr. Suraj Sunuwar were appointed for one year period from 04.01.2021 on a monthly consolidated salary of Rs.21,000/-. They have requested vide letter dated 03.12.2021 for renewal of their appointment.

"It was decided by the Governing Body to extend their appointment for one year period from 07.01.2022. Their salary to be fixed in accordance with University of Delhi Notification No. Estab.II(i)/012/2007/08/ 2101 dated 12.11.2021."

2.8 Family Pension of Dr. Usha Raina

Ms. Anumeeta Raina on 29.10.2021 formally applied for family pension. Her mother was a teacher in College till she retired in 2004. She was a pensioner till death on 8th September, 2014. Thereafter her husband drew family pension till his death on 25th April, 2021 leaving her alone to fend for herself. She made formal applications with all supporting documents and her affidavits and divorce in Bikaner Court on 31.03.1992.

The papers have been processed vide Handbook on Family Pension under CCS (Pension) Rules 1972 released in January 2020 which are also accepted by the University of Delhi.

The Governing Body was requested to advice on the matter and recommend future action. Meanwhile her pension papers have been sent to DU for fixing pension under 7th CPC.

"It was decided by the Governing Body to assess livelihood as defined in the document."

2.9 Compassionate appointments – clarification received from DU

As per the advice of Governing Body regarding compassionate appointment of a family member of employee deceased due to Covid-19, the matter was referred to the Registrar and Assistant Registrar (Colleges), University of Delhi vide email dated 20.09.2021

21/3/22

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seeking clarification for compassionate appointment of a family member of employee passed away due to Covid-19 regarding separate seniority or if within 5% quota.

In response, DU clarified and we have received email dated 30.11.2021 (from the Assistant Registrar (Recruitment), University of Delhi forwarding therewith PFA references and GOI OMs (i) 14014-02-2012-Estt.D-30052013, (ii) CA-DOPT-23082021 (iii) CA Consolidated Instructions DOPT reg. (iv) married sons eligibility (attachments) regarding Compassionate Appointments.

"The Governing Body advised to follow compassionate rules as there are no separate rules for Covid-19."

2.10 Admission for undergraduate and postgraduate programs is done by the University of Delhi through College Committees. This is still in process and is likely to be completed by end of December 2021. The academic programs have started in both UG & PG program. The orientation of UG program was held online on 22nd & 23rd November, 2021.

"The Governing Body noted the above."

2.11 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
01.	Dr. Seema Sekhri	Study Leave from 05.01.2022 to 04.01.2023	For writing/translation of book. She has already availed one year of Study Leave as per office records. Office Note is enclosed at page-39.

"The Governing Body approved the study leave to Dr. Seema Sekhri for a period of one year, subject to furnishing study leave bond."

SUPPLEMENTARY AGENDA

2.12 Permission to hire staff for DAY-NRLM

Ministry of Rural Development vide letter dated 14th December, 2021 accorded approval of Annual Action Plan – Jan-Dec, 2022. Dr. Sarita Anand, Centre Lead, ROSHNI-Centre of Women Collectives Led Social Action has written a letter dated 21.12.2021 for permission to hire 3 to 4 young professional in DAY-NRLM starting from January 2022 in the remuneration bracket of Rs.30,000-60,000 per month.

The UNICEF has approved the budgetary support for the period January-March, 2022

21/07/22

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"The Governing Body approved continuity of ROSHNI as per NRLM approval with grant from UNICEF."

2.13 Revision of remuneration of contractual staff

The Registrar, University of Delhi has issued a Notification No. Estab.II(i)/012/2007/08/2101 dated 12.11.2021 informing that in compliance with the Executive Council Resolution No. 29-6 dated 29.10.2021 it is notified that the remuneration of contractual staff working in the University has been revised w.e.f. 01.11.2021, in accordance with DOPT Memorandum No. 49014/1/2017-Estt.(C) dated 4th September, 2019 on 'Equal Pay for Equal Work' as Minimum of Basic Pay + DA as applicable from time to time.

The matter was put up before the Governing Body for approval to implement the said rule in the College for contractual staff and approve payment of DA.

"It was decided by the Governing Body to adopt the 'Equal Pay for Equal Work', as Minimum of Basic Pay + DA as applicable from time to time, in accordance with DOPT Office Memorandum No. 49014/1/2017-Estt.(C) dated 4th September, 2019 and which is duly notified by University of Delhi in respect of contractual staff working in the University vide Notification No. Estab.II(i)/012/2007/08/ 2101 dated 12.11.2021."

III FINANCIAL MATTERS

3.1 Financial Statements 2020-21 were tabled.

"The Governing Body approved the financial statements for the financial year 2020-21 and permitted to audit."

3.2 UGC Budget meeting

The UGC called a meeting on 03.12.2021 on Revised Estimates. UGC advised all colleges to clear old excess payments and amount due from UGC at the earliest. UGC has given two letters for our College which are being verified from records. The discrepancies have been informed to UGC in writing and their reply is awaited.

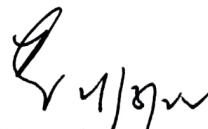
"The Governing Body noted the matter."

IV. Any other matter with the permission of Chair.

"None."



Dr. Anupa Siddhu
Director & Member Secretary



Mrs. Rita Menon
Chairperson
Governing Body