

LADY IRWIN COLLEGE, NEW DELHI

GOVERNING BODY

MINUTES

of Meeting of the Governing Body held on 5th October, 2020 On-Line

A meeting of the Governing Body of Lady Irwin College was held on Monday, 5th October, 2020 at 4.30 p.m. on Google Meet: wfs_kapg_ebc

The following Members were present:

1. Prof. Suman Lakhanpal (University Representative)
2. Prof. K.K. Aggarwal (University Representative)
3. Dr. Meenakshi Mital (Teachers' Representative)
4. Dr. Sarita Anand (Teachers' Representative)
5. Mr. Davender Sharma (Non-Teaching Special Invitee)
6. Dr. Anupa Siddhu (Director & Member Secretary)

I. MINUTES OF THE GB MEETING

- 1.1 *"Minutes of the Governing Body meeting held on 31st January, 2020 were read and approved."*
- 1.2 Action Taken Report – *"Noted."*

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 University Representatives approved by the University of Delhi in August 2020 w.e.f. 25th February, 2020. She welcomed the Members. The members gave their self introduction.

The Teachers' Representatives namely Dr. Meenakshi Mital and Dr. Sarita Anand approved by the University of Delhi for a term of one year w.e.f. 16.07.2020. She welcomed the Members. The members gave their self-introduction.

Prof. Suman Lakhanpal's name was proposed as the Chairperson of Governing Body for the present term by Prof. K.K. Aggarwal. The house unanimously accepted.

Prof. K.K. Aggarwal's name was proposed for Honorary GB Treasurer by Prof. Suman Lakhanpal. The house unanimously accepted.

2.2 Constitution of various Committees of College

The following Committees of College were constituted:

- (i) Finance : Prof. Suman Lakhanpal (Chairperson, GB)
Prof. K.K. Aggarwal (Treasurer, GB)
- (ii) Provident Fund : Prof. Suman Lakhanpal (Chairperson, GB) &
Prof. K.K. Aggarwal (Treasurer, GB)
- (iii) Building : Prof. Suman Lakhanpal (Chairperson, GB),
Prof. K.K. Aggarwal (Treasurer, GB) &
- (iv) RAK : Prof. Suman Lakhanpal (Chairperson, GB),
Prof. K.K. Aggarwal (Treasurer, GB),
- (v) NT Housing : Bursar (Secretary), Dr. Meenakshi Mital, Chairperson
Dr. Anupa Siddhu
- (vi) Teachers' Housing : Bursar (Secretary), Chairperson Dr. Anupa Siddhu &
Dr. Sarita Anand

2.3 (A) Extension of appointment of Adhoc teachers during lockdown.

Some adhoc teachers appointed against leave vacancy were discontinued as and when the teachers joined. The University of Delhi continued to extend e-learning classes till June 12, 2020. Office Orders were taken out in lockdown period to extend the appointment of adhoc teachers dated March 31, 2020, April 30, 2020, May 14, 2020 and May 30, 2020. Online evaluation of practical examinations and thesis was also undertaken by teachers in this period along with online submission of scores.

"The Governing Body noted and approved the matter of continuing the appointments till June, 2020."

(B) New Adhoc appointments from 17th June, 2020

Those who were old appointments, were renewed. As there were no B.Sc. I year, B.Ed. I year and M.Sc. I year, the workload was reduced. Those appointed in January 2020 were discontinued. Teachers were required for teaching of UG students of II & III year after promotions and the PG students of II year for teaching and research. The e-learning online classes commenced on August 10, 2020. In July, the teachers conducted webinars and prepared e-resource materials. The members were informed that according to new calendar the new academic session should start from November 18, 2020.

"The Governing Body approved the continuation of old appointments. It was recommended to conduct interviews for adhocs, if required when the academic session starts for all three years in a course."

2.4 UG & PG Admissions are still (September 2020) pending and University of Delhi has brought out schedule from October 2020. The PG Entrance Exam by NTA has been conducted for Home Science for five M.Sc. programs. Result is awaited.

"The Governing Body decided to follow guidelines from Admission Office, University of Delhi as revised from time to time."

2.5 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. Neelima Asthana	Study Leave from 01.09.2020 to 31.08.2021	For book writing. She has submitted consent of the publisher.

"The Governing Body approved one year leave of Dr. Neelima Asthana for the purpose."

2.6 Relieving of Dr. Neena Bhatia to join NITI Aayog on deputation

In the Governing Body meeting of November 20, 2019, Dr. Neena Bhatia requested for forwarding her application for deputation at NITI Aayog, which was approved. We are in receipt of letters dated 13th March, 2020 from NITI Aayog regarding selection of Dr. Neena Bhatia as Senior Specialist in Level-13 in NITI Aayog on deputation basis initially for a period of three years and requesting to relieve Dr. Neena Bhatia.

Consequently, Dr. Neena Bhatia was relieved from College w.e.f. 5th May, 2020.

"The Governing Body approved the matter."

2.7 Submission of Project Proposal on Early Childhood Care Education

Dr. Vinita Bhargava, Dr. Archana Kumar, Dr. Shraddha Kapoor and Dr. Aparna Khanna submitted a copy of the project proposal on Early Childhood Care Education funded by UNICEF vide letter dated 17th June, 2020 for records. The project was submitted and approved by UNICEF last year. Investigators have submitted their expenditure in June 2020. More work is committed but delayed due to pandemic.

"The Governing Body noted the matter."

2.8 Status of RAK Child Study Centre

The RAK Child Study Centre activities like crèche, play school and after school care and therapies for special children were suspended in March 2020. No staff came during lock down period. The Ayahs came from unlock period in May 2020 and office also opened thrice a week. There were no children responding to on-line mode till May end as the children were very small. Although 16 people are on roll, only 3 children started online instructions in June. Ms. Shruti, Coordinator presented the current status detailed report from March-August 2020 in Department of Human Development and Childhood Studies (HDCS) e-meeting which was held on September 03, 2020. The Executive Committee members of RAKCSC also are members of HDCS Department, attended the meeting. RAKCSC Advisory meeting, which is sub-committee of Governing Body could not be

held due to absence of Governing Body. A department draft resolution is attached for further consideration in order to take suitable decision on issues raised in the resolution. The RAKCSC activities are totally self financed by child enrolment. Running the program means Rs.3.00 lakh/month for salaries alone. Resolution duly signed by the teacher incharge Dr. Punya Pillai and Ms. Savita Sagar await the decision of GB for further action. They meanwhile recommend prorata payment to Ms. Shruti and Mr. Sanjay so that they can assist in office activities of RAK. They discontinued in September and July 2020 respectively. Other two contractual teachers were due to complete their appointment in next two months and will not be renewed. One Ayah from Chase Ltd. who did cooking of meals was discontinued in May 2020.

The matter was put up before the Governing Body for advice on future course of action for the self financed program of the college hosted by the Department of HDCS and used by B.Ed.-MR and HDCS Department for child observations.

"After detailed deliberations and clarification that this is not UGC funded but self-financed, it was decided by the Governing Body that contractual staff to discontinue on completion of their term. One Chase staff in office should continue for salaries etc. Can give one month notice as in appointment letter. The legal advice from those involved in RAK program suggest it is unviable and according to latest rules can be closed with one month notice. The members felt let us review in next meeting."

2.9 Proposal of M/s Indraprastha Power Generation Company Limited to install Solar Panels on the rooftops of College buildings

The Governing Body on January 31, 2020 had in principle approved Indraprastha Power Generation Company Limited (an Undertaking of Govt. of NCT of Delhi) to undertake the project of Implementation of RTS PV Projects under RESCO Model at rooftops of Lady Irwin College, Delhi. It was for IPGCL to ensure rate of Rs.3.13/unit and pool the three rooftops in a manner to get metering for above 100 KW.

In a letter dated 18.02.2020, IPGCL recommended that college will provide access to rooftops for installation and maintenance and sign PPA (Power Purchase Agreement) with SPD (Solar Power Developer) for 25 years. M/s Oakridge Rooftops Pvt. Ltd., empaneled vendor with IPGCL under RESCO Part B category (SPV plant capacity above 100 KW) will undertake the work. The tariff will be INR 3.13/unit and Lady Irwin College will sign two PPA of different CA Nos. and capacity with M/s Oakridge Rooftops Pvt. Ltd.

The Chairperson, Governing Body and Treasurer, Governing Body approved the proposal for perusal on 21.02.2020.

The PPA was signed. Application was made to NDMC for two net meters in March 2020 – 107 KW and 111 KW (page No.45-46). The work was started on rooftops of College on July 20, 2020 after lockdown and is still in progress.

"The Governing Body noted the matter and congratulated on the progress of work."

2.10 Detailed Guidelines for College Hostel

The Assistant Registrar (Colleges), University of Delhi issued Notice vide No. CS-I/116/Hostels/2020/255 dated 19.08.2020 issued detailed guidelines for College Hostels for phased entry of the Bona-fide students to the Hostels.

The matter was put up before the Governing Body for (1) information and (2) further advice on Hostel Kitchen/Tiffin (item 8) is solicited, (3) Hostel fee for approval (item 9) – not to charge Mess Fees and only charge 50% of monthly electricity and water charges for the entire duration of absence.

Meanwhile, only two Chase staff continued for corridor cleanliness. They would also help in College cleanliness as other Chase staff from College was reduced to half in housekeeping and mali.

“After detailed deliberations, it was decided by the Governing Body to go with DU guidelines and refund mess charges and 50% of monthly electricity and water charges in lockdown period as per circular. The third year students must take clearance before taking refund and provide bank details. Meanwhile the students can be asked to remove all their belongings.

The Governing Body noted reduction of Chase Staff in Hostel and College.”

2.11 Extension of tenure of Hostel Superintendent

Ms. Sunita Srivastava, Hostel Superintendent has requested vide her letter dated 31.07.2020 for extension of her tenure which is till 31.07.2020. Her application is duly recommended and forward by the Hostel Superintendent.

“The Governing Body approved the extension of term of Ms. Sunita Srivastava as Hostel Superintendent w.e.f. 01.08.2020 till 31.12.2020 after giving annual increase of Rs.1000/-, on a consolidated salary of Rs.26,000/- per month, keeping the other terms & conditions of her appointment as same, as contained in her initial appointment letter dated 23rd December, 2009. The matter of extension will be reviewed in next meeting.”

III FINANCIAL MATTERS

3.1 Project Status

UNICEF – NCEARD: - Due to unprecedented pandemic COVID-19, the project staff of NCEARD left for hometown in March 2020 and were working from home. The field work stopped. Even Ministry of Health and Family Welfare was making no further requests. In several e-meetings, it was concluded in June 2020 that there are no deliverables asked by the Ministry. UNICEF gave no cost extension till July 31, 2020. The staff did not want to return to Delhi. Hence UNICEF was requested to hibernate the NCEARD Centre and left over grants were returned in July-August 2020.

UNICEF – ROSHNI:- Grants continued as they were working through field functionaries and field ROSHNI Staff. The ROSHNI Consultants were collecting community feedback by phone/google forms on impact of COVID and effect on

SWABHIMAAN activities along with NRLM. ROSHNI work continues at present. They now have approval till December 2020.

"It was decided by the Governing Body to continue with ROSHNI with NRLM, Government of India and approved. They agreed to discontinue NCEARD in absence of Ministry of Health and Family Welfare, Government of India request and approval."

3.2 Pension arrears of Rs.2,06,83,971/- were disbursed in January, 2020 from grant received in November, 2019. Some pension arrears were still pending. Approval of pensions of few were yet to be received from University of Delhi. Some of these arrears were paid in July-September 2020.

"The Governing Body noted the above."

3.3 Release of Provisional Pension: - The Ministry of Personnel, Public Grievances & Pension have issued Office Memorandum No. 12/9/2020-P&PW(C)-6450 dated 17th July, 2020 for release of Provisional Pension. Provisional Pension was released to the retiree/pensioners in accordance with the said Office Memorandum w.e.f. August 2020.

"The Governing Body noted the matter."

3.4 Teaching and Non-Teaching staff arrears – An amount of Rs.1,73,61,468/- was disbursed on 20.08.2020 from Salary Grant received to teaching and non-teaching staff.

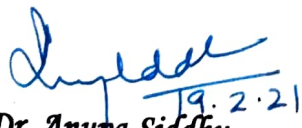
"The Governing Body noted the matter."

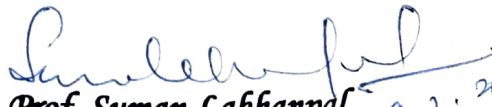
3.5 Treasury Single Account (TSA) System – Under instructions from UGC, vide letter dated 10th August, 2020 the College has opened a Treasury Single Account (TSA) System for receiving the grants from RBI instead of UGC w.e.f. 01.10.2020. The Account No. is 10671301099 was notified to us by UGC.

"The Governing Body noted the above."

IV. Any other matter with the permission of Chair.

"Dr. Sushma Goel sent note regarding spoke Centre Advisors. The members opined that Governing Body will not be asked on daily matters of the project. It should follow guidelines of funder and DU. The document was not clear on duration and role of advisors. The student participation should be obligatory and not linked to M.Sc. practical course work or dissertation. The note was not accepted and referred back to follow DU guidelines and funder guidelines."


19.2.21
Dr. Anupa Siddhu
Director & Member Secretary


19.2.2021
Prof. Suman Lakhanpal
Chairperson
Governing Body