

# LADY IRWIN COLLEGE, NEW DELHI

## GOVERNING BODY

### MINUTES

#### Of Meeting of the Governing Body held on 7<sup>th</sup> August, 2023,

A meeting of the Governing Body of Lady Irwin College was held on Monday, 7<sup>th</sup> August, 2023 at 11.00 a.m. On-line & Off-Line at Lady Irwin College, New Delhi.

The following Members were present off-line:

1. Prof. Niti Bhasin (Chairperson & DU Representative)
2. Prof. Rekha Saxena (Treasurer & DU Representative)
3. Prof. Aparna Khanna (Teachers' Representative)
4. Dr. Madhuri Nigam (Teachers' Representative)
5. Mr. Naresh Kumar (Non-Teaching Special Invitee)
6. Prof. Anupa Siddhu (Director & Member Secretary)

#### I. MINUTES OF THE GB MEETING

- 1.1 *"Minutes of the GB meetings held on 25<sup>th</sup> May, 2023 were read and approved."*
- 1.2 Action Taken Report – *"Noted."*

#### II. ADMINISTRATIVE MATTERS

##### 2.1 Introduction of College Teacher's Representatives on Governing Body

The College received approval of Dr. Aparna Khanna and Dr. Madhuri Nigam vide letter No. CS-I/(108)/TR/LIC/2023/6291 dated 24.07.2023 for their appointment as Teachers' Representatives on the Governing Body of College.

*"Prof. Anupa Siddhu read out the names of Prof. Aparna Khanna and Dr. Madhuri Nigam as Teachers' Representatives approved by the University of Delhi for a term of one year w.e.f. 16.07.2023. She welcomed the Members. The members gave their self introduction."*

##### 2.2 Re-Constitution of various Committees of College due to change of Teachers Representatives

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

- (i) **Finance** : **Prof. Niti Bhasin (Chairperson, GB)**  
**Prof. Rekha Saxena (Treasurer, GB) and other members**



- (ii) **Provident Fund** : Prof. Niti Bhasin (Chairperson, GB) & Prof. Rekha Saxena (Treasurer, GB) and other members
- (iii) **Building** : Prof. Niti Bhasin (Chairperson, GB), Prof. Rekha Saxena (Treasurer, GB) and other members
- (iv) **RAK CSC** : Mr. Mathew Cherian was nominated as RAK Chairperson, Prof. Rekha Saxena (Treasurer, GB) and Other members
- (v) **NT Housing** : Prof. Anupa Siddhu, Chairperson, Bursar as Member Secretary and Prof. Aparna Khanna and other elected members
- (vi) **Teachers' Housing** : Prof. Anupa Siddhu, Chairperson, Bursar as Member Secretary and Dr. Madhuri Nigam and Member Staff Council
- (vii) **IQAC** : Governing Body representative will be Mr. Dilip Chenoy."

### 2.3 Screening Committee Report

The Screening Committee Report of Assistant Professor selection of certain subjects was tabled for perusal and further advice by the Governing Body. All eligible candidates have been shortlisted for interview but some committees have to complete their screening. Those who have completed, have been sent to the Dean of Colleges, University of Delhi asking for experts. Some selection committee meetings have been fixed for 9<sup>th</sup> and 10<sup>th</sup> August, 2023, 18<sup>th</sup> August, 2023 and 24<sup>th</sup> & 25<sup>th</sup> August, 2023.

*"The Governing Body members noted the process of screening of applications, asking experts and fixing selection committee meetings and further advised to (1) notify selected candidates on website on same day, (2) to permit joining of selected candidates immediately, and (3) draft Selection Committee minutes and appointment letter was approved."*

### 2.4 (A) Project Accounts : Project of Ministry of Social Justice and Empowerment

Prof. Renu Malaviya, Department of Education informed vide letter dated 27.06.2023 that Ministry of Social Justice and Empowerment under the Research Scheme of the Department of Empowerment of Persons with Disabilities (Divyangjan), Government of India has approved the financial support to her proposal for "Inclusion of Students with Special Needs (Disability) in Universities of North India: Perceptions, Challenges and Success" vide letter dated 20<sup>th</sup> June, 2023. For this project we need to open a separate bank account in Punjab National Bank of India as per Ministry/Department guidelines.

*"The Governing Body deliberated the matter and accorded approval to open a separate bank account in Punjab National Bank of India, as per the requirement of Ministry of Social Justice and Empowerment."*

(B) **Opening of a Zero Balance Account in Union Bank of India** has been requested by Prof. Simmi Bhagat to receive pending project money in PFMS account vide her email

dated 10<sup>th</sup> July, 2023 in compliance with the requirement of Department of Science and Technology.

***"The Governing Body accorded its approval to open a separate bank account in Union Bank of India, as per the requirement of Department of Science and Technology."***

## 2.5 Compassionate appointments in College

We have issued a Notice dated 10.07.2023 inviting applications from non-teaching staff for filling on compassionate grounds. Last date for submission of applications is 31.08.2023. We need to constitute a committee for scrutiny of applications for appointment on compassionate grounds.

***"The Governing Body constituted a screening committee for scrutiny of applications received for filling on compassionate grounds comprising two Teachers on Governing Body, Prof. Manoj Kumar Singh (Department of Anthropology, DU), Mr. Lakra (Assistant Registrar, DU) to scrutinize and recommend compassionate appointment as per DU guidelines."***

## 2.6 DPC for Semi Professional Assistant

Departmental Promotion Committee meeting was held on 1<sup>st</sup> August, 2023 to consider promotion of Library Assistants to the post Semi Professional Assistant.

Minutes of the Committee were tabled for approval by the Governing Body.

***"The Governing Body accepted the minutes of the Departmental Promotion Committee held on 01.08.2023 and accorded approval for promotion of Shri Shiv Rattan and Shri Jyoti Prakash."***

## 2.7 Request of faculty members for grant/extension of Leave

Following teachers have applied for grant of CCL:-

S.No	Name	Period and Nature of Leave	Reason
01.	Ms. Anjana Kumari, Assistant Professor, Department of Food & Nutrition	CCL from 16.08.2023 to 23.11.2023	To look after her small kids
02.	Ms. Vibha Yadav, Assistant Professor, Department of FAS	CCL from 03.10.2023 to 23.11.2023.	To look after her small kids
<b><u>Supplementary Agenda</u></b>			
	Ms. Vibha Yadav requested vide letter dated 04.08.2023 to		

change date of her CCL period as 03.10.2023 to 23.11.2023		
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*"The Governing Body approved the CCL to above faculty members for the period and purpose mentioned above."*

### **SUPPLEMENTARY AGENDA**

#### **2.8 MOU with ANDC inStart Foundation**

Dr. Puja Gupta, Professor, Department of RMDA submitted a draft Memorandum of Understanding to be entered into with ANDC inStart Foundation through its Delhi Government funded Incubator who has collaborated with Singapore based T.S.D. Consulting LLP and offering to partner with institutions of repute. The draft MOU was enclosed with agenda for perusal and further advice by the Governing Body Members.

*"After going through the draft MOU, it was decided by the Governing Body to go ahead with MOU duly vetted by Legal Cell of the University."*

### **III. FINANCIAL MATTERS**

#### **3.1.1.1 UG/PG Fees Notification from DU**

The Joint Registrar (Academic), University of Delhi notified the UG/PG revised fee with effect from the academic session 2023-24 vide Notification dated 07.07.2023 suggesting four revisions. The last PG Fee Notification dated 02.08.2022 which was approved in GB meeting held on 24<sup>th</sup> September, 2022 was enclosed with agenda. The Governing Body Sub-Committee deliberated UG & PG fee structure of College 2023-24.

The matter was put up before the Governing Body for information and approval of revised UG & PG fee structure for 2023-24. The GB Sub-Committee also recommended similar revision in B.Ed., B.Ed. Spl. Edu. And DDPHN for 2023-24 on 14.07.2023. The tabulations were enclosed in agenda.

*"The Governing Body adopted the revised fee structure of UG & PG for 2023-24 in accordance with the guidelines received from the University."*

#### **3.1.1.2 Ph.D. Fees**

The Governing Body to note letter dated 07.07.2023 for Ph.D. fee collected by University of Delhi vide letter No. Acad.I/Ph.D.Fee/2023-24/346 dated 07.07.2023. The GB Sub-Committee on 14.07.2023 accepted and recommended Rs.4450/- to be collected by DU. However, the College Ph.D. fee for library, research facility, student facility and ethical clearance, continued to be Rs.17000/- and should be collected by College.

*"The Governing Body ratified the above Ph.D. fee, as notified by the University and recommended by the GB Sub-Committee."*

### 3.1.2 College Hostel Fee

College Hostel Fee recommended by the Hostel Committee on 11.07.2023 for the year 2023-24 was enclosed with agenda for approval by the Governing Body.

The GB Sub-Committee on 14.07.2023 recommended Term-I fee to be Rs.64,950/- and Term-II to be Rs.59,400/- for 2023-24. The tabulations were enclosed in agenda.

***"The Governing Body accepted the recommendations of Hostel Committee and the GB Sub-Committee for Hostel Fee for the year 2023-24 to be Rs.64,950/- for Term-I and Rs.59,400/- for Term-II."***

### 3.1.3 DU Notification for PwBD Category candidates

The Joint Registrar (Academic) vide Notification dated 30.11.2022 notified that the candidates belonging to PwBD category shall be given a fee concession of 75% of the total fees as compared to other students taking admission in a particular programme of the University. The proposed fee structure for PwBD category students for the year 2023-24 was enclosed with agenda for approval by the Governing Body. The calculations are based on GB Sub-Committee recommendations of UG & PG fee for 2023-24 of 14.07.2023.

***"The Governing Body accorded approval of fee structure for PwBD category proposed in accordance with the notification received from the University and further recommended by the GB Sub-Committee of UG & PG fee for the year 2023-24."***

### 3.2 PF Rate of Interest

The PF Committee meeting is fixed for 4<sup>th</sup> August, 2023. The rate of interest for PF for the year 2022-23 will be discussed.

***"The item is deferred till College PF Committee meeting recommends. The College PF Committee have requested for postponement."***

### 3.3 Utsah Portal

The College submitted its last two proformas. Every month the report has to be submitted. The Nodal Officer is Prof. Aparna Khanna. Large committee has been formed.

***"The matter Governing Body noted the matter."***

## IV BUILDING COMMITTEE

### 4.1 Repair of College Boundary Wall

Due to continuous rain the boundary wall near ITO Red light fell on 9/10<sup>th</sup> July, 2023 and needs to be repaired urgently keeping in view the security reasons. A security guard from Trio Security and Intelligence Pvt. Ltd. had been posted in emergency. Now sheets have been put up. The College Architect had been informed and he had sent his team. The CPWD team was called to prepare an estimate.

The CPWD vide letter dated 21.07.2023 requested to repair the boundary wall on priority keeping in view the VVIP movement during G-20 summit. For repair of this boundary wall the CPWD have given an estimate of Rs.17,31,300/- vide letter dated 25.07.2023.

The Building and Maintenance Committee reviewed the CPWD estimate and gave their observations.

***"Keeping in view the urgency to repair the college boundary wall and the observations and recommendations of Building and Maintenance Committee, the Governing Body approved the estimate of Rs.17,31,300/- given by the CPWD for repair of college boundary wall."***

#### **4.2 Revision of flat rate of Licence Fee for residential accommodation in College**

The Ministry of Housing and Urban Affairs, Directorate of Estates have issued an Office Memorandum No. 18011/2/2015-Pol.III dated 10<sup>th</sup> July, 2023 notifying the revision of flat rates of licence fee for General Pool Residential Accommodation throughout the country to be implemented w.e.f. 01.07.2023. Copy of revised rates of licence fee is enclosed with the letter.

***"The Governing Body approved the Licence fee for residential accommodation in College, as notified by the Ministry of Housing and Urban Affairs, Directorate of Estates to be revised w.e.f. 01.07.2023."***

#### **V. Any other matter with the permission of Chair.**

***"None."***



**Prof. Anupa Siddhu**  
Director & Member Secretary



**Prof. Niti Bhasin**  
Chairperson  
Governing Body