

LADY IRWIN COLLEGE, NEW DELHI
GOVERNING BODY

MINUTES

Of the Meeting of the Governing Body held on 8th March, 2021(On-Line)

A meeting of the Governing Body of Lady Irwin College was held on Monday, 8th March, 2021 at 3.00 p.m. on Google Meet.

The following Members were present:

1. Prof. Manoj Kumar Singh (Chairperson & University Representative)
2. Prof. Priya Haryant Kumar (Treasurer & University Representative)
3. Dr. Meenakshi Mital (Teachers' Representative)
4. Dr. Sarita Anand (Teachers' Representative)
5. Dr. Anupa Siddhu (Director & Member Secretary)

Mr. Devender Sharma did not attend the meeting.

I. MINUTES OF THE GB MEETING

- 1.1 *Confirmation of Minutes of the GB meeting held on 19th February, 2021 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 Prof. Manoj Kumar Singh, Department of Anthropology and Prof. Priya Haryant Kumar, Department of English approved by the University of Delhi vide letter dated 19.02.2021 w.e.f. 25th February, 2021. 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 also gave their self-introduction.

Prof. Manoj Kumar Singh's name was proposed as the Chairperson of Governing Body for the present term by Prof. Priya Haryant Kumar. The house unanimously accepted.



Prof. Priya Haryant Kumar's name was proposed for Honorary GB Treasurer by Prof. Manoj Kumar 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 : Prof. Manoj Kumar Singh (Chairperson, GB)
Prof. Priya Haryant Kumar (Treasurer, GB) and other members
- (ii) Provident Fund : Prof. Manoj Kumar Singh (Chairperson, GB) &
Prof. Priya Haryant Kumar (Treasurer, GB) and other members
- (iii) Building : Prof. Manoj Kumar Singh (Chairperson, GB),
Prof. Priya Haryant Kumar (Treasurer, GB) and other members
- (iv) RAK : Prof. Manoj Kumar Singh (Chairperson, GB),
Prof. Priya Haryant Kumar (Treasurer, GB) and other members
- (v) NT Housing : Prof. Anupa Siddhu, Chairperson, Bursar (Secretary),
Dr. Meenakshi Mital
- (vi) Teachers' Housing : Prof. Anupa Siddhu, Chairperson, Bursar (Secretary),
& Dr. Sarita Anand
- (vii) IQAC : Dr. Shashi Prabha Gupta to continue.

2.3 Technical resignation submitted by Dr. Subhash Chander

Dr. Subhash Chander, who was allowed to retain lien in Lady Irwin College on being appointed as Assistant Professor in the Department of Education, University of Delhi, has tendered his technical resignation vide letter dated 23.02.2021 from the College services w.e.f. 01.02.2018 when he was first relieved.

The Governing Body was requested to advice on the matter for transfer of his terminal benefits and Service Book to the Department of Education, University of Delhi. His promotion was approved in last Governing Body meeting dated 19th February, 2021 from Stage I to II and from Stage II to III under CAS 2018.

"The Governing Body approved the technical resignation submitted by Dr. Subhash Chander from the College services w.e.f. 01.02.2018 when he was first relieved and further approved transfer of his Service and terminal benefits to the Department of Education, University of Delhi. Regarding promotion, Governing Body decided to get pay fixations in promotions and then send Service Books etc. to Department of Education, University of Delhi."

III. FINANCIAL MATTERS

3.1 Internal Auditor

We need to advertise for selection of Internal Auditor on the basis of last Governing Body meeting. Meanwhile, if possible, we may ask some senior person, preferably from audit firm to maintain accounts of the College on full time basis for three months.

The Governing Body was requested to accord approval to advertise for an Internal Audit firm for maintaining College accounts and meanwhile permit a senior person to maintain accounts on full time basis for three months.

"It was decided by the Governing Body to advertise for Internal Auditor and keep a senior person with experience, preferably, if available, from Chase Detective and Security Agency Pvt. Ltd. to save time and cost of advertisement. The Governing Body permitted use of Development Fund for payment to Internal Auditor which is much needed."

3.2 Appointment of Bursar

Dr. Mani Bhasin Kalra, Associate Professor, who is also working as Bursar, is not keeping good health. This month the salaries got delayed.

The Governing Body was requested to advice on the matter.

"It was decided by the Governing Body to seek advice from University regarding second/failing Bursar."

3.3 Requirement of personnel in Accounts Office


One person is required who knows Tally and accounts. The person may be permitted from Chase Detective and Security Agency Pvt. Ltd. This is against Hostel Clerk who will retire shortly.

"The Governing Body accorded approval to get services of one person from Chase Detective and Security Agency Pvt. Ltd. for maintaining the College accounts."

IV. Any other matter with the permission of Chair.

"None."


Dr. Anupa Siddhu
Director & Member Secretary


Prof. Manoj Kumar Singh
Chairperson
Governing Body