

**LADY IRWIN COLLEGE, NEW DELHI**  
**GOVERNING BODY**

**MINUTES**

**Of Meeting of the Governing Body held on 8<sup>th</sup> April, 2024**

A meeting of the Governing Body of Lady Irwin College was held on Monday, 8<sup>th</sup> April, 2024 at 3.00 p.m. in the Office of Director, Lady Irwin College, New Delhi.

The following Members were present:

1. Mr. Dilip Chenoy (Chairperson)
2. Prof. Rekha Saxena (Treasurer) (On-line)
3. Ms. Rati Bawa
4. Dr. Umesh Kapil
4. Ms. Madhu Bala Nath
5. Prof. Aparna Khanna
6. Dr. Madhuri Nigam (Teachers' Representative)
7. Mr. Dharmendra Kumar Singh (Non-Teaching Special Invitee)
8. Prof. Anupa Siddhu (Director & Member Secretary)

**I. MINUTES OF THE GB MEETING**

- 1.1 *"Minutes of the GB meetings held on 19<sup>th</sup> February, 2024 were read and approved."*
- 1.2 Action Taken Report – *"Noted."*

**II. ADMINISTRATIVE MATTERS**

**2.1 Introduction and welcome of University Representatives on Governing Body**

The College received the names of Prof. Rekha Saxena and Prof. Sunaina Kanojia for their re-appointment/appointment as University Representatives on the Governing Body of College.

*"Prof. Anupa Siddhu read out the names of Prof. Rekha Saxena and Prof. Sunaina Kanojia as University Representatives approved by the University of Delhi for a term of one year w.e.f. 25.02.2024."*

**2.2 Approval of Selection Committee minutes**

Selection Committee meetings were held on 26<sup>th</sup> – 29<sup>th</sup> February & 01<sup>st</sup> March, 2024 (Physics) and 07.03.2024 (Education – Intellectual Disability) for appointment of



Assistant Professors in various Departments. Details of selected candidates were tabled. Candidates who were selected, were given appointment letters and they have joined.

Dr. Ravi has requested that his relieving is delayed due to elections and he be permitted to join in June 2024.

***"The Governing Body approved the recommendations of Selection Committee for appointment of following Assistant Professors in various departments and their joining in DOJ column. Further the Governing Body acceded to the request of Dr. Ravi and allowed him to join the College service in June, 2024."***

Name	Department	Category	Date of Selection Committee Mtg.	Date of Joining
SWATI RAMAN	PHYSICS	UR	26-29 February & 01.03.2024	02.03.2024
ADITYA NARAYAN UPADHYAY	PHYSICS	UR	26-29 February & 01.03.2024	02.03.2024
MAUSUMI GHOSH	EDUCATION	OBC	07.03.2024	28.03.2024
NAZLI	EDUCATION (ID)	OBC	07.03.2024	08.03.2024
DEEPIKA	EDUCATION (ID)	UR	07.03.2024	01.04.2024
RAVI KM	EDUCATION (ID)	UR	07.03.2024	04.06.2024

### **2.3.1 Approval of Selection Committee for promotion to Professor**

A Selection Committee meeting was held on 11.03.2024, 2.30 p.m. to consider promotion of Dr. Richa Mehta from Associate Professor (Level-13A) to Professor (Level-14) under CAS-2018 in the Department of Education. Recommendations of Selection Committee are enclosed in agenda as annexure.

***"The Governing Body approved the Selection Committees minutes for promotion of Dr. Richa Mehta w.e.f. date of her eligibility."***

### **2.3.2 Approval of Selection Committee for promotion to Professor**

A Selection Committee meeting was held on 11.03.2024, 4.00 p.m. to consider promotion of Dr. Lalita Verma from Associate Professor (Level-13A) to Professor (Level-14) under CAS-2018 in the Department of Food and Nutrition. Recommendations of Selection Committee are enclosed in agenda as annexure.

***"The Governing Body approved the Selection Committees minutes for promotion of Dr. Lalita Verma w.e.f. date of her eligibility."***

### **2.4 RCI Inspection**

The RCI inspection (on-line) was held on 28<sup>th</sup> February, 2024. They have raised a bill of Rs.54,000/-.

The matter was put up before the Governing Body for information and approval for payment of Rs.54,000/- to RCI.

***"The Governing Body approved the payment of Rs.54,000/- to RCI."***

## **2.5 Result of Non-Teaching posts**

All Non-Teaching results have yet to come. Those which have come, have been kept in sealed cover. Synopsis is to be made for asking members of selection committees. The College Branch says they will do it after code of conduct is over in June 2024. The exam declared for 16<sup>th</sup> March, 2024 on 29.02.2024 for Lab Assistant was postponed on website on 2<sup>nd</sup> March, 2024. The roll numbers had not been issued.

***"The Governing Body noted the matter and advised to process in June, 2024 after elections."***

## **2.6 Reorganize Admin and Accounts Departments**

In keeping with earlier discussion and advice of Governing Body in meeting held on 22<sup>nd</sup> December, 2023 that in view of new recruitments to reorganize Admin and Accounts Departments. The Posting Committee met on 27<sup>th</sup> March, 2024. Ms. Seema Das was transferred to Admin Office and Mr. Virender, Senior Assistant was posted to the Accounts Office on 28<sup>th</sup> March, 2024 (last day of financial closing). Two Rakshak staff have been discontinued, one from Admin and other from Accounts office.

***"The Governing Body noted and approved the transfer and discontinuing two Rakshak Staff in lieu of two appointments."***

## **2.7 VAC Workshop**

The VAC Workshop was held on 14<sup>th</sup> – 20<sup>th</sup> March, 2024. VAC Committee and Lady Irwin College for Capacity Building of Faculty for Transaction of VAC: Ayurveda and Nutrition. VAC Committee recommended workshops on Ayurveda and Nutrition by changing Rs.1500/- per candidate. The program was designed for teachers and Ph.D. students. 47 candidates enrolled, of which 42 completed the course. We remained within budget and conducted one week workshop in online and offline mode.

***"The Governing Body approved the VAC Workshop held in College."***

## **2.8 Request of Hostel Superintendent for Increment**

Ms. Suparna Roy, joined as Hostel Superintendent on 8<sup>th</sup> January, 2023 has requested for grant of increment vide letter dated 16.03.2024. Her monthly consolidated salary is Rs.21,756/- and DA Rs.390/-. The latest Delhi Government circular is enclosed as annexure in agenda for ready reference.

***"It was decided by the Governing Body to disburse the revised Delhi Government rates."***

## **2.9 Request from Power Finance Corporation for Creche**

We are in receipt of an email dated 04.03.2024 from Power Finance Corporation Limited (PFC), a Government of India Undertaking to check the feasibility of making a corporate tie-up with the College to extend the facility of crèche to the employees of PFC.



***"The Governing Body decided to put up the matter in RAK Advisory."***

## **2.10 Meeting of Department Incharges**

A meeting of Department Incharges was held on 21<sup>st</sup> February, 2024 to discuss the requirement of bus. They gave their recommendations and view for GB for further decision and advice by the Governing Body.

***"It was decided by the Governing Body to not purchase College bus, as suggested by Department Incharges. The members recommended that College must have a vehicle and therefore approved purchase of a Staff Car from GEM Portal. TATA-EV (Electric Vehicle) was recommended. The cost should be met from College Development Fund as per DU approval of fees heads dated 07.07.2023."***

## **2.11 Request of Dr. T.G. Rupa to conduct course in Google Sketchup**

Dr. T.G. Rupa, Professor, Department of Resource Management & Design Application has requested vide letter dated 30<sup>th</sup> March, 2024 for permission to conduct a short course in Google Sketchup, a 3D software for PG students of Department of RMDA. This course will be of 20 hours duration and will be held on weekends in the online mode. A fee of Rs.1500/- per student would be charged for the classes. Permission is also sought to issue certificates from the Department of Resource Management & Design Application, Lady Irwin College.

***"The Governing Body decided to conduct the course on Google Sketchup for students."***

## **2.12 TAR Basic Course by Department of Education**

The Department of Education has requested to reconsider the course fee due vide letter dated 01.04.2024. They recommend fee of Rs.4000/- for a minimum batch size of 25.

***"The Governing Body approved the revised fee and minimum batch size of 25."***

## **2.13 Advertisement of Director Physical Education**

The University of Delhi has approved the draft advertisement for the post of Director Physical Education vide letter No. CB.II/110/Roster/LIC/2024/95 dated 15.03.2024. They recommend to take approval of the funding agency also before advertisement.

***"The Governing Body decided to advertise in June after code of conduct."***

# **III FINANCIAL MATTERS**

## **3.1 Governing Body Treasurer**

Prof. Rekha Saxena was recommended to continue as Treasurer.

## **3.2 PFMS Registration**

UGC recommended vide letters on 02.09.2023 and 05.03.2024 regarding mapping of College account to PFMS head 0873 so that College may not face financial crunch from next financial year i.e. w.e.f. 01.04.2024. This was complied. The grant is awaited under New Scheme w.e.f. 1<sup>st</sup> April, 2024, 0873 – Grants to Central Universities (CUs).

***"The Governing Body noted the above and recommended to follow UGC guidelines for smoothly receiving Grant."***

**3.3 The Canara Bank** has requested for approval to permit online fee collection directly in Canara Bank.

*"The Governing Body recommended to collect online fee of the college students and hostel students directly in the Canara Bank."*

**IV. Any other matter with the permission of Chair.**

*"None."*



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



**Mr. Dilip Chenoy**  
Chairperson  
Governing Body