



JANKI DEVI MEMORIAL COLLEGE

(UNIVERSITY OF DELHI)

Sir Ganga Ram Hospital Marg, New Delhi-110060

Website: www.jdm.du.ac.in E-Mail: info@jdm.du.ac.in

Minutes of the Governing Body meeting held on Tuesday, 17th September, 2019 at 3:00 p.m. in the Principal's Room.

The following members were present:

Prof. Brajesh C. Choudhary – University Representative (Chairman)

Prof. N. C. Pant – University Representative (Treasurer)

Dr. Swati Pal – Principal and Member Secretary

Mrs. Manju Pal – Teachers' Representative

Dr. Deepshikha – Teachers' Representative

1.	To confirm the minutes of previous Governing Body meeting held on 30 th July, 2019.	1891 Confirmed and approved
2.	To discuss the letter No. 720 dated 27.08.2019 sent to the Chairman, Governing Body by the Principal regarding mischief making of some non-teaching staff.	1892 The Governing Body issued several directives vis-à-vis the functioning of the Multi Tasking Staff: i. The allocation of examination duties among Multi Tasking Staff will be done on the basis of seniority, not educational qualification: the most senior staff will do the 'daftari', the less senior staff will provide the 'peon service', and the junior staff will work as 'water (wo)man'. ii. The Multi Tasking Staff can use the canteen or benches placed near the parking area for having lunch. They can also have lunch in their respective offices if the Incharge is present. However, they are not allowed to eat in the staff room, medical office, seminar room, computer laboratories, department rooms or lawns. iii. The money for exam cleanliness will not be given to those safai karamcharis who do not turn up for their duties, especially on Saturdays. If the safai karamcharis shirk their duties, the Principal can take action against them.

iv. The matters of the following five Multi Tasking Staff were reported and discussed: Mr. Banwari Lal (Bittoo), Mr. Sunil Kumar, Mr. Naresh, Mr. Rajinder Singh, and Mr. Kishan Kumar (Babli). All of them personally appeared before the Governing Body. Mr. Banwari Lal was informed that the College had sent a letter with regard to his matter of pay-fixation to the University; the College would send another reminder around 30th October, 2019 if a reply is not received from the University; however, the College would be able to take further action on this matter only after receiving a reply from the University. All of them were advised to give a written application to the Administrative Officer of SOL/NCL if they were willing to work on Sundays. The Chair of the Governing Body asked them to submit a letter (along with proof) in case if they had any additional complaints related to financial or other irregularities.

3. To consider the applications submitted by the following faculty members for grant of leave as per details mentioned against each:

S. No.	Name	Department	Type of Leave
1.	Dr. Rajshree Chandra	Pol. Science	Sabbatical Leave
2.	Ms. Bijoyata Yonzon	Economics	Study Leave

1893

The application for sabbatical leave submitted by Dr. Rajshree Chandra (Associate Professor, Department of Political Science) was considered. After a careful examination of the presently operational leave rules, the Governing Body decided to grant her a one-year sabbatical leave w.e.f. 5th October, 2019.

The application for study leave submitted by Ms. Bijoyata Yonzon (Assistant Professor, Department of Economics) was considered. The Governing Body decided to provide her a ten-month study leave: that is, from 1st October, 2019 to 30th July, 2020.


The Governing Body instructed that the leave rules must be followed by the College as per University norms. Thus, in accordance with the present University norms, the College must allow the Assistant Professors to apply for a study leave after completing three years of their service at the College.

Handwritten signatures and initials:
 Pooja
 Swarnika
 MD
 NJ

4.	To report and discuss the letter No. CB-II/Cir.No.32(a)/2019/317 dated 28.08.2019 received from the University of Delhi regarding appointment Guest Faculty against new vacancies.	1894 The Governing Body discussed the matter and decided to await further developments.																																												
5.	To allow the college to fill up the following vacant non-teaching posts by direct recruitment/promotion/promotions by LDE as per approved Roster:	1895 It was allowed to fill up the vacant non-teaching posts as per the approved Roster.																																												
<table border="1"> <thead> <tr> <th data-bbox="475 517 523 600">S. No</th> <th data-bbox="531 517 699 600">Name of Post</th> <th data-bbox="707 517 826 600">No. of vacancies</th> <th data-bbox="834 517 1054 600">Method of Recruitment</th> </tr> </thead> <tbody> <tr> <td data-bbox="475 611 523 694">1.</td> <td data-bbox="531 611 699 694">Administrative Officer</td> <td data-bbox="707 611 826 694">01</td> <td data-bbox="834 611 1054 694">Promotion</td> </tr> <tr> <td data-bbox="475 705 523 788">2.</td> <td data-bbox="531 705 699 788">Section Officer</td> <td data-bbox="707 705 826 788">02</td> <td data-bbox="834 705 1054 788">Promotion/Direct Recruitment</td> </tr> <tr> <td data-bbox="475 799 523 882">3.</td> <td data-bbox="531 799 699 882">Senior Assistant</td> <td data-bbox="707 799 826 882">01</td> <td data-bbox="834 799 1054 882">Promotion/Direct Recruitment</td> </tr> <tr> <td data-bbox="475 893 523 976">4.</td> <td data-bbox="531 893 699 976">Assistant</td> <td data-bbox="707 893 826 976">03</td> <td data-bbox="834 893 1054 976">Promotion/Direct Recruitment</td> </tr> <tr> <td data-bbox="475 987 523 1070">5.</td> <td data-bbox="531 987 699 1070">Junior Assistant</td> <td data-bbox="707 987 826 1070">01+01*</td> <td data-bbox="834 987 1054 1070">Direct Recruitment</td> </tr> <tr> <td data-bbox="475 1081 523 1164">6.</td> <td data-bbox="531 1081 699 1164">Driver</td> <td data-bbox="707 1081 826 1164">01</td> <td data-bbox="834 1081 1054 1164">Direct Recruitment</td> </tr> <tr> <td data-bbox="475 1176 523 1258">7.</td> <td data-bbox="531 1176 699 1258">Professional Assistant</td> <td data-bbox="707 1176 826 1258">01</td> <td data-bbox="834 1176 1054 1258">Promotion/Direct Recruitment</td> </tr> <tr> <td data-bbox="475 1270 523 1352">8.</td> <td data-bbox="531 1270 699 1352">Semi Professional Assistant</td> <td data-bbox="707 1270 826 1352">01</td> <td data-bbox="834 1270 1054 1352">Promotion/Direct Recruitment</td> </tr> <tr> <td data-bbox="475 1364 523 1447">9.</td> <td data-bbox="531 1364 699 1447">Library Assistant</td> <td data-bbox="707 1364 826 1447">01</td> <td data-bbox="834 1364 1054 1447">Direct Recruitment</td> </tr> <tr> <td data-bbox="475 1458 523 1541">10.</td> <td data-bbox="531 1458 699 1541">Library Attendant</td> <td data-bbox="707 1458 826 1541">05+01*</td> <td data-bbox="834 1458 1054 1541">Direct Recruitment</td> </tr> </tbody> </table>			S. No	Name of Post	No. of vacancies	Method of Recruitment	1.	Administrative Officer	01	Promotion	2.	Section Officer	02	Promotion/Direct Recruitment	3.	Senior Assistant	01	Promotion/Direct Recruitment	4.	Assistant	03	Promotion/Direct Recruitment	5.	Junior Assistant	01+01*	Direct Recruitment	6.	Driver	01	Direct Recruitment	7.	Professional Assistant	01	Promotion/Direct Recruitment	8.	Semi Professional Assistant	01	Promotion/Direct Recruitment	9.	Library Assistant	01	Direct Recruitment	10.	Library Attendant	05+01*	Direct Recruitment
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* Likely to fall vacant very soon as the incumbents working on these posts have been selected on higher posts.																																														
6.	The case of Dr. Shubhra Dey, Associate Professor, Department of History, Janki Devi Memorial College who has been making constant claims through different means of harassment and injustice and possible consequences of her claims.	1896 The Governing Body advised that the College must seek further explanation from her if in the future she repeats her complaints and ask her to furnish details regarding her allegations.																																												

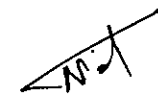
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Dr. Shubhra Dey
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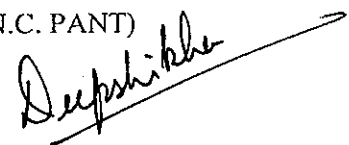
Any other matters		
1.	To constitute a screening committee to process the applications received for Vice Principal	1896 Allowed to constitute (To=constitute) a screening committee
2.	To discuss Health Centre Subscription	1897 The issue related to Health Centre subscription was discussed. The College informed that subscription of Health Centre beneficiaries are being deducted from their salary.
3.	Appointment of casual staff in the library	1898 The College was asked to go ahead with the appointment of casual staff in the library. For this purpose, an honorarium of Rs. 5000 per month per casual staff appointed was approved. It was decided that the honorarium would be drawn from the Student Welfare Fund. However, this was later reconsidered and changed to Library Improvement Fund.
4.	To notify about recouping Rs. 30,00,000/- (Rs. Thirty Lakh only) from Krishna Hostel to Development Fund of the College as per earlier Governing Body decision.	1899 Reported and approved
5.	To discuss rate of Interest for General Provident Fund	1900 Discussion on the matter was deferred till the arrival of further information.


(PROF. BRAJESH C. CHOUDHARY)


(MRS. MANJU PAL)


(DR. SWATI PAL)


(PROF. N.C. PANT)


(DR. DEEPSHIKHA)