

**JANKI DEVI MEMORIAL COLLEGE**  
**NEW DELHI**

Minutes of the Governing Body meeting held on Monday, 22<sup>nd</sup> April, 2019 at 03:00 p.m. in the Principal's Room.

The following members were present:

- Prof. Brajesh C. Choudhary – Chairman and University Representative
- Prof. N.C. Pant – Treasurer and University Representative
- Mrs. Manju Pal – Teachers' Representative
- Dr. Deepshikha – Teachers' Representative
- Dr. Swati Pal – Principal and Member Secretary

At the outset, the Governing Body welcomed the new member Dr. Deepshikha who had <sup>been</sup> appointed on the Governing Body as Teachers' Representative under less than 10 year's category. <sup>for</sup>

1.	To confirm the minutes of previous Governing Body meeting held on 17 <sup>th</sup> January, 2019	1843 Confirmed and approved
2.	To report and approve the following:- a. The receipt of Grant-in-aid from the University Grants Commission since the last meeting of the Governing Body as per annexure. b. Grant of Loans/Permanent Withdrawals to the members of the staff from their respective Provident Fund Accounts as per details given in the annexure.	1844 Reported and approved
3.	Meeting with the Diamond Jubilee Committee	1845 Minutes of the meeting with Diamond Jubilee Committee are attached (Annexure-I)
4.	To report the matter of Dr. Seema Sharma, TIC and Assistant Professor, Department of Hindi and the report submitted by the Grievance Redressal Committee in this matter.	1846 Principal informed the Governing Body about the procedural errors made by Dr. Seema Sharma about Shri Autar Krishna Scholarship to be given to the Hindi Department students. The Principal spoke about Dr. Sharma's refusal to either admit to the errors or to cooperate with rectifying the errors. The Principal resolved the issue on her own with the help of other members of the Hindi department.

*M.A.* *Dr. Swati Pal*

		<p>Dr. Seema Sharma gave two letters of grievances against the Principal which the Principal attempted to resolve through personal dialogue. Thereafter, since Dr. Sharma did not indicate that her grievances were resolved, the Principal put the matter to the Grievance Redressal Committee to resolve her grievances as well as helped to remove her baseless suspicions. Dr. Seema Sharma did not cooperate with the Grievance Redressal Committee who then recommended that the matter be put to the Governing Body. Hence the Principal wanted to put this matter on record. She disclosed that she had written to Dr. Sharma and as far as she was concerned, the matter was closed. However, she requested the Governing Body that if in the future Dr. Seema Sharma continued with such allegations etc the Governing Body may directly interact with Dr. Sharma.</p>
5.	To report the matter of Ms. Tara Negi. TIC and Assistant Professor, Department of English.	<p>1847  Ms. Tara Negi had written a letter to the Principal with a list of grievances against the Principal. She accused the latter of harassment. The Principal apprised the Governing Body of several issues related to Ms. Negi such as the police case about the cyber breach made by her friend, her inefficiency, her volatile temperament – all of which previous Governing Body members had been made aware of at Governing Body meetings. The Principal wanted the current Governing Body to also be aware of the issues related to Ms. Negi so that if in the future Ms. Negi made similar baseless allegations, the Governing Body could directly deal with Ms. Negi. The Principal apprised the Governing Body about the letter she had written to Ms Negi to address her grievances.</p>

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*Prasad* *Sharma*

6.	To report the case of Dr. Shubhra Dey, Associate Professor, Department of History	1848 The Governing Body advised that Dr. Dey's leave record be recalculated from the date of her joining to the present as per documents available. The Principal informed that Service Book of Dr. Dey was at the University for fixation of pay as per 7 <sup>th</sup> CPC recommendations, the Governing Body advised the Principal to apprise Dr. Dey of the same but to ensure that calculations are done once the Service Book is back.
7.	To report the case of Mr. Banwari Lal, Office Attendant	1849 The Principal informed the Governing Body about the dereliction of duties on the part of Mr. Banwari Lal and others and that her every attempt to correct them was being created as an SC/ST discrimination issue.
8.	To report and discuss the Letters/Case Nos. 147630/3/2019-1424, 1474/30/3/2019-1424 and 1475/30/3/2019-1424 received from National Commission for Scheduled Castes in response to the complaints/information submitted by Mr. Banwari Lal, Office Attendant, Mr. Rajinder Singh, Office Attendant and Mr. Kishan Kumar, Safai Karamchari.	1850 Mr. Banwari Lal, Mr. Rajinder Singh and Mr. Kishan Kumar were asked to appear before the Governing Body personally. Since Mr. Rajinder Singh and Mr. Kishan Kumar had already left the College after finishing their duty, only Mr. Banwari Lal could appear. Mr. Banwari Lal was advised to sincerely do his duty. He was also informed that the College had sent a letter with regard to his matter to the University. And the College could take further action only after receiving a reply from the University.
9.	To report and discuss the pending case of Ms. Aradhana Gupta, Assistant, Accounts Section.	1851 The Governing Body suggested that the ICC should revisit and resolve the matter.

*M-T*

*Myal Banwari Lal*

10.	To consider the leave applications received from Dr. Rajshree Chandra, Associate Professor, Department of Political Science and Ms. Jyoti, Assistant Professor, Department of Sanskrit for grant of Sabbatical Leave and Study Leave respectively.	1852 Leave application of Dr. Rajshree Chandra was considered and it was mentioned that rules related to Sabbatical Leave were not clear since 2018. Governing Body asked the College to send a letter to the University to seek information on this matter. The Governing Body expressed the willingness to reconsider Dr. Rajshree Chandra's leave application after receiving a reply from the University.  Study Leave application of Ms. Jyoti was considered and approved from 20 <sup>th</sup> July, 2019.
11.	To frame rules for residents of staff quarters in addition to the rules for allotment of Staff Quarters framed by the Managing Committee.	1853 The Governing Body deferred the discussion on this matter and asked the Principal to give details about the pre-existing rules to this issue. If the College wanted to add new rules, then the Governing Body asked the College to provide justification for the same.
12.	To report the revision of pension/family pension under 7 <sup>th</sup> CPC as per University Letter No. Fin./Pen. Cell/2019 dated 04.04.2019; MHRD Letter No. 1-1-2017-U.II dated 11 <sup>th</sup> June, 2018 and UGC letter No. F.No.11-4/2017 (CU) dated 19 <sup>th</sup> June, 2018.	1854 Reported
13.	To report the revision of rate of Dearness Allowance from 01 <sup>st</sup> January, 2019 from existing 9% to 12% (as per 7 <sup>th</sup> CPC) in accordance to the O.M. No. 1/1/2019-E-II(B) dated 27 <sup>th</sup> February, 2019 issued by the Ministry of Finance, Government of India and as per letter No. F.1-1/2014 (DC) dated 12 <sup>th</sup> January, 2019 regarding payment of Dearness Allowance.  Note: The payment of revised DA has the approval of Chairman, Governing Body.	1855 Reported
14.	To report the revision of Allowances of teachers and other equivalent staff in the Universities and Colleges as per recommendations of 7 <sup>th</sup> CPC as per UGC letter No. F.No.11-1/2017 (CU) dated 19 <sup>th</sup> February, 2019 and MHRD Letter No. 1-4/2017-U.II dated 28 <sup>th</sup> January, 2019.  Note: The payment of revised allowances has the approval of Chairman, Governing Body.	1856 Reported

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15.	To report the revised guidelines for enhancement of the rate of Honorarium of Guest Faculty consequent upon implementation of 7 <sup>th</sup> Central Pay Commission and Selection Procedure for appointment of Guest Faculty as per UGC letter No. F.25-1/2018 (PS/MISC.) dated 28 <sup>th</sup> January, 2019 and University Letter No. Estab(T)/V/Guest Teacher/10 dated 10 <sup>th</sup> April, 2019..	1857. Reported
16.	To report the Ministry of Finance's Gazette Notification dated 31 <sup>st</sup> January, 2019 and the letter No. F.No. 23011/1/2019-IF-I dated 3 <sup>rd</sup> April, 2019 received from MHRD regarding NPS; the monthly contribution has been enhanced by the Central Government from the present 10% to 14% of the basic pay plus DA. This is to be implemented from 01-04-2019 in all the autonomous bodies covered under NPS.	1858 Reported
17(a)	To report the receipt of University letter No. CS-III/JDM/2019 dated 25 <sup>th</sup> February, 2019 from the Assistant Registrar (Colleges), University of Delhi, conveying the approval of the competent authority regarding fixation of pay under 2 <sup>nd</sup> MACP in respect of Mr. Kumer Pal, Library Attendant, at Rs. 8,300/- p.m. in the PB-1 Rs. 5200-20200 + Grade Pay Rs. 2000/- w.e.f. 27 <sup>th</sup> October, 2011 with date of next increment on 01 <sup>st</sup> July, 2012.	1859 Reported
(b)	To report the receipt of University letter No. CS-III/009/JDM/1082 dated 12 <sup>th</sup> March, 2019 from the Assistant Registrar (Colleges), University of Delhi, conveying the approval of the competent authority regarding fixation of pay in the revised pay scale under 7 <sup>th</sup> Central Pay Commission in respect of Ms. Pushpa Yadav, Library Attendant, at Rs. 20,900/- p.m. (Level-01, Cell-06) as on 1 <sup>st</sup> January, 2016 with date of next increment on 01 <sup>st</sup> July, 2016.	1860 Reported
(c)	To report the receipt of University letter No. CS-I/(111)/7 <sup>th</sup> CPC/(TS)/JDM/2019/165 dated 30 <sup>th</sup> March, 2019 from the Assistant Registrar (Colleges), University of Delhi, conveying the approval of the competent authority regarding fixation of pay in the revised pay scale under 7 <sup>th</sup> Central Pay Commission in respect of Dr. Neelam Sharma, Associate Professor, at Rs. 1,87,300/- p.m. (Level-13A, Cell-13) as on 1 <sup>st</sup> January, 2016 with date of next increment on 01 <sup>st</sup> July, 2016.	1861 Reported

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18(a)	<p>To report the receipt of letter No. Fin/Pen.Cell/F-31/2019/490 dated 12<sup>th</sup> March, 2019 from the Joint Registrar (Finance), University of Delhi conveying the approval of the competent authority that retirement benefits have been determined in respect of Dr. Mohini Gulrajani, Ex-Associate Professor, who retired on 31<sup>st</sup> May, 2013 as follows:</p> <p>Gross Pension: Rs. 36190/- w.e.f. 01<sup>st</sup> June, 2013 Family Pension: Rs. 21,714/- w.e.f. 17.05.2015 and onwards</p>	1862 Reported
(b)	<p>To report the receipt of letter No. Fin/Pen.Cell/F-31/2019/531 dated 09/11<sup>th</sup> April, 2019 from the Joint Registrar (Finance), University of Delhi conveying the approval of the competent authority that retirement benefits have been determined in respect of Dr. Manju Lata, Ex-Associate Professor, who retired on 31<sup>st</sup> May, 2010 as follows:</p> <p>Gross Pension: Rs. 30,375/- w.e.f. 01<sup>st</sup> June, 2010 Family Pension: Rs. 18,225/- w.e.f. 15.05.2012 and onwards</p>	1863 Reported
(c)	<p>To report the receipt of letter No. Fin/Pen.Cell/F-31/2019/526 dated 08/10<sup>th</sup> April, 2019 from the Joint Registrar (Finance), University of Delhi conveying the approval of the competent authority that retirement benefits have been determined in respect of Dr. Ranjana Arora, Ex-Associate Professor, who retired on 31<sup>st</sup> December, 2015 as follows:</p> <p>Gross Pension: Rs. 37,195/- w.e.f. 01<sup>st</sup> Jan, 2016 Family Pension: Rs. 22,317/- w.e.f. 31.12.2017 and onwards</p>	1864 Reported
(d)	<p>To report the receipt of letter No. Fin./Pen.Cell/F-31/2019/38 dated 04<sup>th</sup>/11<sup>th</sup> January, 2019 from the Joint Registrar (Finance), University of Delhi conveying approval for restoration of commuted portion of pension amounting to Rs. 2,682/- w.e.f. 01.09.2018 i.e. after 15 years from the receipt of cheque of commuted value of pension by Sh. D.K. Marwah.</p>	1865 Reported

*[Handwritten signatures and initials]*

(e)	To report the receipt of letter No. Fin./Pen.Cell/F.No.31/2019/326 dated 8 <sup>th</sup> /14 <sup>th</sup> March, 2019 from the Joint Registrar (Finance), University of Delhi regarding approval of 20% additional pension on attaining the age of 80 years at Rs. 2,367/- w.e.f. 01.12.2018 and onwards in respect of Mrs. Anita H. Lalchandani, Ex-P.A. who retired on 31.12.1998. Pension fixed on 01.01.2006 is Rs. 11,832/- (as per 6 <sup>th</sup> CPC).	1866 Reported								
19	To approve the appointment/re-appointment of the following Assistant Professors on adhoc basis on recommendations of the respective Selection Committees from the date(s) mentioned against each:	1867 Approved								
<table border="1"> <thead> <tr> <th><u>Name</u></th> <th><u>Qualifications</u></th> <th><u>Dept.</u></th> <th><u>Date of appointment/ re-appointment</u></th> </tr> </thead> <tbody> <tr> <td>Ms. Arti Sharma (appointed against CCL of Dr. Sharda Gautam)</td> <td>M.Sc. Math, DU Ph.D., DU JRF Qualified</td> <td>Mathematics</td> <td>20-07-2018 to 19-11-2018 22-11-2018 to 16-12-2018 01-01-2019 to 30-04-2019 or till selection committee meets</td> </tr> </tbody> </table>			<u>Name</u>	<u>Qualifications</u>	<u>Dept.</u>	<u>Date of appointment/ re-appointment</u>	Ms. Arti Sharma (appointed against CCL of Dr. Sharda Gautam)	M.Sc. Math, DU Ph.D., DU JRF Qualified	Mathematics	20-07-2018 to 19-11-2018 22-11-2018 to 16-12-2018 01-01-2019 to 30-04-2019 or till selection committee meets
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20.	To approve Chairman's action with regard to the following:-  (a) To approve Chairman's action with regard to the following:-	1868 Approved
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S.No.	Name	Post	Date of appointment	Probation upto
1.	Mr. Manpreet . . . .	Senior Assistant	16.02.2018	15.02.2019
2.	Mr. Manoj Sharma	Senior Technical Assistant (Computers)	20.02.2018	19.02.2019
3.	Mr. Dinesh Kumar Bahuguna	Semi Professional Assistant	16.02.2018	15.02.2019
4.	Mrs. Deepti Chauhan	Junior Assistant	19.02.2018	18.02.2019
5.	Mr. Vijay Prakash	Junior Assistant	19.02.2018	18.02.2019
6.	Mr. Deepak	MTS-Computer Lab. Attendant	19.02.2018	18.02.2019
7.	Mrs. Sunita Meena	Library Attendant	19.02.2018	18.02.2019
8.	Ms. Meenakshi	Junior Assistant	01.03.2018	28.02.2019
9.	Mr. Vikas Saini	MTS-Library Attendant	05.03.2018	04.03.2019

*Handwritten signatures and initials:*  
 [Signature] [Signature] [Signature]

(b) Appointment/re-appointment of the following non-teaching staff on purely contract basis from the date mentioned against each: 1869 Approved

S.No.	Name	Post	Appointment/ Reappointment	Date of appointment
1.	Ms. Priya Singh	House Keeper Krishna Hostel	Reappointment	05-02-2019 for a period of six months
2.	Ms. Versha Pal	Junior Assistant Krishna Hostel	Reappointment	12-03-2019 for a period of six months
3.	Mr. Jai Prakash	Semi Professional Assistant	Reappointment	15-03-2019 for a period of six months
4.	Mr. Khemchand	MTS-Library	Reappointment	19-03-2019 for a period of six months
5.	Mr. Shiv Charan	MTS-Mali	Reappointment	19-03-2019 for a period of six months

Under any other matter:

1. It was reported that the Vice-president of India had agreed to become the chief guest for the inaugural function of upcoming Diamond Jubilee celebrations. The Governing Body discussed that the necessary security and other arrangements (e.g. waterproofing, air conditioning, decoration, gifts etc.) must be made. And, as per the established protocol, the Vice-chancellor must be formally invited for the event.
2. Principal apprised the Governing Body about the increased amount for relaying of Road next to sports field to Rs. 16,00,000/- (approx) due to increased quantity of the demolition and disposal of malba work proportionate to volume of concrete being re-laid. Earlier the estimated cost was Rs. 12,00,000/-

The Governing Body asked the Principal to submit a report from the Architect in this context.  
(Report submitted by the Architect is attached-Annexure-II)

3. The Governing Body said that the Principal to permission for grant of leave in advance in case of leave is more than 2 days and there should be an academic head during her absence. After some discussion it was decided that a Vice Principal was urgently required.
4. Regarding appointment of teachers after summer break, the college should wait for University circulars regarding new norms for appointment of teachers. In case no such circular comes, the College would appoint teachers on adhoc basis as per approved roster and existing rules.

*[Handwritten signature]*



The meeting ended with a vote of thanks to the chair.

*Brajesh*  
9.2.4.2019  
(PROF. BRAJESH C. CHOUDHARY)

*N.C. Pant*  
(PROF. N.C. PANT)  
*Deepshikha*  
(DR. DEE PSHIKHA)

*Manu Pal*  
(MRS. MANJU PAL)

*Swati Pal*  
(DR. SWATI PAL)