

LADY IRWIN COLLEGE, NEW DELHI
GOVERNING BODY

MINUTES

Of Meeting of Governing Body held on 24th September, 2022, On-Line

A meeting of the Governing Body of Lady Irwin College was held on Saturday, 24th September, 2022 at 12.30 p.m. On-Line – <http://meet.google.com/goj-vpop-zyv>.

The following Members were present:

1. Mrs. Rita Menon (Chairperson)
2. Mr. Umesh Chand Goyal (Treasurer)
3. Ms. Shovana Narayan
4. Ms. Ishani Chandra
5. Prof. Manoj Kumar Singh (University Representative)
6. Prof. Niti Bhasin (University Representative)
7. Dr. Neena Bhatia (Teachers' Representative)
8. Dr. Sabina Sethi (Teachers' Representative)
9. Prof. Anupa Siddhu (Director & Member Secretary)

Two members were present offline in Director's Office, Mr. Dilip Chenoy and Mr. Madho Singh Rawat with Prof. Anupa Siddhu.

Apologies received from:

Mr. Mathew Cherian, Ms. Rati Bawa, Ms. Bulbul Das, Dr. Renu Singh and Ms. Preeti Sudan expressed their inability to attend the meeting.

I. MINUTES OF THE GB MEETING

- 1.1 *"Minutes of the GB meetings held on 20th July, 2022 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. Neena Bhatia Kaul and Dr. Sabina Sethi vide letter No. CS-I/(108)/TR/GB/LIC/2021/4449 dated 12.08.2022 for their appointment as Teachers' Representatives on the Governing Body of College.

"Prof. Anupa Siddhu read out the names of Dr. Neena Bhatia Kaul and Dr. Sabina Sethi as Teachers' Representatives approved by the University of Delhi for a term of



one year w.e.f. 16.07.2022. She welcomed the Members. The members gave their self introduction."

2.2 Postgraduate Fee Structure Notification

The Registrar, University of Delhi issued a Notification No. Acad.I/PG Fee/2022-23/ 656 dated 02.08.2022 notifying the Postgraduate fee structure for admissions in the University and its Colleges to be implemented w.e.f. academic session 2022-23.

"The Governing Body decided to adopt the PG fee structure as notified by the University for 2022-23."

2.3 Notification regarding Ward Quota for admission

The Registrar, University of Delhi issued a Notification No. Aca.I/Ward Quota/2022/ 655 dated 01.08.2022 with regard to admission of wards of the employees of the University and its Colleges notifying the order of preference w.e.f. academic session 2022-23.

"The Governing Body noted the matter and advised to follow the same."

2.4 Minutes of the GB Sub-Committee for College Vice-Principal

Minutes of Governing Body Sub-Committee on recommendation of the Screening and Selecting Committee for Vice-Principal of Lady Irwin College dated 20.09.2022 were annexed with agenda and recommendations of Principal are enclosed with agenda.

"Based on the recommendations of Screening and Selection Committee and the Principal, the Governing Body approved the name of Prof. Sushma Goel for the post of Vice-Principal till July 2024."

2.5 MOU between ICMR and Lady Irwin College for Department of DCE

We are in receipt of a draft Memorandum of Understanding to be entered into between the ICMR-National Institute for Implementation Research on Non-Communicable Diseases, Jodhpur and Lady Irwin College to undertake a collaborative Project on 'An Intervention Study for the Promotion of COVID-19 Appropriate Behaviour'.

"The Governing Body approved the MOU. It was recommended that workload of project should not come in way of teaching in College."

2.6 Copy of Grant Agreement with M3M Foundation

A copy of the Grant Agreement entered into between the M3M Foundation and Lady Irwin College was enclosed as an annexure with agenda for kind perusal and information of the Governing Body.

"The Governing Body approved the agreement in principle."

2.7 Appointment of College Nurse

The University did not approve the advertisement of contractual Nurse for College. They advised to fill through GEM Portal contractors. Rakshak Securitas Pvt. Ltd. agreed to provide a nurse as per minimum wages of Govt. of NCT and gave quotation for Nursing Staff which was enclosed as annexure with agenda. The Nurse (one) was taken from Rakshak Securitas Pvt. Ltd.

“The Governing Body approved the Nurse from Rakshak Securitas Pvt. Ltd. at Delhi Government approved rates.”

2.8 Instituting Scholarship for Innovative Research

We are in receipt of email dated 5th September, 2022 from Mrs. Madhu Bala Nath wife of late Mr. Kanwal Nath regarding instituting an award in Lady Irwin College to encourage and support staff and students to undertake innovative research relating to various disciplines or professional course. The Award will be called “Kanwal Nath Padmabodhini Research Award”. She has already transferred Rupees One Lakh to the College and intending to provide another one lakh in December 2024 and thereafter in June 2026.

“The Governing Body accorded the approval for Kanwal Nath Padmabodhini Research Award for teachers to involve students.”

2.9 Request of faculty members for grant/extension of Leave

Following teachers have applied for leave/extension of leave:-

S.No	Name	Period and Nature of Leave	Reason
01.	Dr. Punya Pillai	Extension of CCL for three months w.e.f. August 2022	Extension of CCL
02.	Ms. Ruchira Agarwal	CCL from 03.10.2022 to 15.12.2022	To look after the needs of her son (DOB is 09.08.2011)

“The Governing Body approved the leaves of above faculty members for the period and purpose mentioned above.”

2.10 Parliamentary Rajbhasha Inspection Committee Report

(A) We have received the Parliamentary Rajbhasha Inspection Committee Report vide letter dated 01.08.2022 which was enclosed as annexure with agenda for kind perusal and information of the Governing Body.

(B) The University of Delhi has sent guidelines on Rajbhasha vide Office Order dated 24.08.2022 which was enclosed as annexure with agenda.

These documents have been discussed in Rajbhasha Committee of College.

“It was decided by the Governing Body to give three monthly report of the College as desired. The funds can be raised in fee structure. They recommended to follow DU guidelines of Rajbhasha dated 24.08.2022.”

2.11 Tender of College Canteen

The College canteen Service Bid was floated on GeM Portal through two phase Bid System (Technical & Financial) on 19.07.2022 through Bid No. GEM/2022/B/2362528. Total 10 bidders participated in bid, out of which only 2 were technically qualified and others did not meet the required criteria and hence were disqualified. Out of Satnaam Canteen Catering and Fast Food and Shri Shakti Enterprises, the bidder Satnaam Canteen Catering and Fast Food was selected as L1 by GEM Portal Purchase Committee.

The contract was awarded to Satnaam Canteen Catering and Fast Food on 23.08.2022 by Contract No. GEMC-511687706259528 and the said party visited the College twice and they would start providing canteen services from 30th September, 2022 as per Bid terms & conditions. Copy of Bid Document was enclosed as annexure with agenda.

“The Governing Body approved the tender and joining of the new vendor approved on GEM.”

2.12 Request of Dr. Shanta Rani Kerketta, Associate Professor for relieving from College service and to retain lien

Dr. Shanta Rani Kerketta, Associate Professor, Department of RMDA informed vide letter dated 05.09.2022 that she has been offered appointment as Assistant Professor in Economics at St. Xavier’s College, Ranchi and requested for relieving from College service w.e.f. 09.09.2022 to enable her to join her new assignment w.e.f. 10.09.2022.

She has further informed vide letter dated 05.09.2022 that she will be on probation for a period of two years and, therefore, requested to retain lien in College for two years. As desired by her, she has been relieved from College service w.e.f. 09.09.2022.

“The Governing Body approved the relieving of Dr. Shanta Rani Kerketta and further allowed to retain lien in College for a period of two years as per rules.”

2.13 Condemnation of College Bus

The Department of Development Communication & Extension reported vide letter dated 15th September, 2022 that post covid the College bus is not in running condition. The College bus requires expenses on its repairs, maintenance, insurance, road tax etc. The bus will not be able to run after 15 years post February 2024. The Committee comprising senior faculty members of Department of Development Communication & Extension have recommended to condemn this bus and purchase a new vehicle that is more efficient.

“The Governing Body accepted the department report. For further action on condemnation, they suggested to follow government rules.”

III. BUILDING COMMITTEE

3.1 Repair of College Buildings

We have written to the Executive Engineer, CPWD and letter was received by CPWD on 27.06.2022 vide letter dated Nil for repair of College buildings constructed by CPWD in 2013-2015, as recommended by Building and Maintenance Committee. The engineers have visited a couple of times. Their reply is awaited.

“It was decided by the Governing Body to carry out minor repairs till CPWD gives detailed proposal.”

IV. FINANCIAL MATTERS

4.1 Financial Statements

The Financial Statements and Report of Finance Committee of College held on 24.09.2022 at 11.00 a.m. were tabled for approval by the Governing Body. The return has to be filed by 30th September, 2022. The committee approved the financial statements and approved signing the same.

“The Governing Body approved filing of return.”

4.2 UG & PG Fee Structure 2022-23

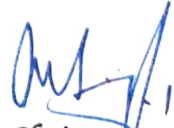
The University of Delhi fee heads and Development Fee and Exam Fee were discussed in last Governing Body meetings. The PG Fee Structure dated 02.08.2022 is as per Agenda Item 2.2. Prof. Mani Bhasin Kalra, Prof. Deepali Rastogi, two Teacher Representatives, Accounts Department staff and Director in series of meetings prepared the attached UG and PG Fee Structure for the academic year 2022-23. Old exam fee head was removed and included Exam Facility Fee, Rajbhasha Implementation Fee and UG Research Facility Fee for NEP and Staff Development Fund in view of details in DU Fee guidelines and NEP.

“The Governing Body approved the fee structure, in the DU heads, as approved in GB meeting earlier.”

V. Any other matter with the permission of Chair.

“Mr. Madho Singh brought it to notice of the house that University gave 7.1% on PF funds. The College approved a much lower rate. He recommended to give higher rate as DU and find the procedure of DU in management of PF funds.”


12.12.22
Prof. Anupa Siddhu
Director & Member Secretary


12.12.2022
Chairperson
Governing Body

LADY IRWIN COLLEGE, NEW DELHI**GOVERNING BODY****Meeting held on 24th September, 2022****ACTION TAKEN REPORT (ATR)**

The following actions have been taken on the decisions arrived at in Governing Body meeting held on 24th September, 2022:-

1. The canteen contractor reported to operate canteen from 30th September, 2022.
2. The audit was filed.
3. The CPWD person was followed up. Some new person will come to prepare proposal.
4. The Rajbhasha report March-June 2022 was filed. The preparation of next three monthly report is in progress. The College got membership of Town Committee. The College submitted documents for Gazette Notification for staff Rajbhasha status.
5. Approval of Vice Principal of College was received from University of Delhi.



Director & Member Secretary