



## Satyawati College

[University of Delhi]

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### DRAFT MINUTES OF THE GOVERNING BODY MEETING HELD ON 16.05.2017 IN THE COMMITTEE ROOM OF THE COLLEGE

A meeting of the Governing Body was held on 16.05.2017 in the Committee Room of the College wherein following members were present:

1. Prof. U.B. Sinha, Chairman
2. Prof. Neelima Gupta, Treasurer
3. Dr. Manjula Dass, Officiating Principal/Member-Secretary
4. Dr. Keshav Gupta, Acting Principal (Eve.)
5. Mr. Rajendra Rathore, Teachers' Representative
6. Dr. Pallavi Prasad, Teachers' Representative
7. Dr. Tulika Prasad, Teachers' Representative (Evening)
8. Mr. Durgesh Verma, Teachers' Representative (Evening)
9. Mr. Shiba Lal, Nominated member of Non-teaching Staff (Morning)

#### Decisions:

1. (a) Confirmed the minutes of the Governing Body meetings held on 17.10.2016, 01.02.2017, 23.03.2017 and 27.04.2017.  
(b) No matter arising out of the minutes.
2. Confirmed the action taken by the Chairman, Governing Body to extend the term of Dr. Manjula Dass as Officiating Principal for a period of six months w.e.f. 03.02.2017.
3. Approved to transfer an amount of Rs.4,36,579/- from Auditorium Fund to Salary Fund as salary of Manager, Electrician and Sulabh International was paid out of Salary Fund in the absence of Governing Body. The details of payments made are as follows:

S. No.	Fund	Expenses incurred under	Month	Amount
1	Auditorium Fund	Sulabh International Social Service Organization	31.10.2016 to 31.3.2017	150979
2	Auditorium Fund	Kamal Raj Thakur (Manager)	31.10.2016 to 30.4.2017	175000
3	Auditorium Fund	Dharam Pal Singh (Electrician)	31.10.2016 to 30.4.2017	110600
		<b>Total</b>		<b>436579</b>

4. Approved to transfer an amount of Rs.1,40,000/- from Development Fund to Salary Fund as salary of Doctor was paid out of Salary Fund in the absence of Governing Body. The details of payment made are as follows:

S. No.	Fund	Expenses incurred under	Month	Amount
1	Development Fund	Dr. Jawahar Lal Jain (Doctor)	31.10.2016 to 30.4.2017	1,40,000

5. Noted to make balance payment of Rs.45,10,702/- to various contractors out of OBC Building Fund. The details of work awarded to contractors and payment already made to them is given below:

S.NO	NAME OF THE WORK	Name of the Contractor	ESTIMATE AMOUNT	TENDER AMOUNT	TOTAL AMOUNT	ALREADY PAID	BALANCE AMOUNT
1	Strengthening /Reconstruction of main carriageway and parking area	M/s S.S. Builders	3060000	2460000	3612554	1824786	1787768
2	Repair/strengthening raising brick boundary wall around the college premises.	M/s Mohd. Firoz Khan	5195000	4080000	4080301	3403567	676734
3	Installation and commissioning of the lift in the new College old and new Building	M/s Victora Lift Pvt. Ltd.	2500000	2186000	2186000	655800	1530200
4	Lift machine Room	M/s Mohd. Firoz Khan	474000	467000	516000	0	516000
		<b>TOTAL</b>	<b>11229000</b>	<b>9193000</b>	<b>10394855</b>	<b>5884153</b>	<b>4510702</b>

S.No.1 It was decided that matter of payment to M/s S.S. Builders be forwarded to University Engineer as total bill amount exceeded tender amount.

S.No.2 It was noted that there is some confusion regarding bills of M/s Mohd. Firoz Khan and payment will be made when confusion is sorted out.

S.No.3 It was decided to make payment to M/s Vicora Lift Pvt. Ltd for installation of the Lift in the College.

S.No.4 It was decided to make payment to M/s. Mohd. Firoz Khan for Lift Machine Room.

6. It was decided that matter of payment of Rs.3,18,598/- from OBC Building Fund to Salary Fund be forwarded to University Engineer as bill amount has exceeded tender amount. The details of payment to be made is as follows:

S. No.	Name of the Work	Name of the Contractor	Estimate Amount	Tender Amount	Total Amount	Amount Paid out of Salary Fund
1	Installation of Electrical work in Lift	M/s Vikul Cobine	190000	200000	318598	318598

7. Noted the work awarded to following contractors for the work given below. The details of estimate amount, tender amount is given below:

S. No.	Name of the Work	Name of the Contractor	Estimate Amount	Tender Amount	Total Amount
1	Lift civil work every floor	M/s Arora Enterprises	329000	328000	328000
2	Guard Room	M/s Mohd. Firoz Khan	-	-	418019

S.No.1 Approved the work awarded to M/s Arora Enterprises for Rs.3,28,000/-

S.No.2 Noted that there is confusion regarding tender amount and bill amount. Confusion be sorted for approval of work.

8. Approved the work allotted to M/s S.S. Builders for providing tiles besides stage of Auditorium at Rs.1,02,964/-.

9. Approved the action taken by the Principal in granting lien to following Non-teaching Staff of the College for a period of two years or till they are confirmed in new posts, whichever is earlier.

- 1) Mr. Arun Giri on lien on post of Junior Assistant from 23.03.2017
- 2) Mr. Sheetla Prasad on lien on post of Library Attendant from 28.03.2017
- 3) Ms. Khamoshika Kalra on lien on post of Library Attendant from 29.03.2017

10. Approved the appointment of following Non-teaching Staff on permanent basis in the College from the date of their joining:

Name	Post	Date of Joining
1) Mr. Sheetla Prasad	Professional Assistant	28.03.2017
2) Ms. Khamoshika Kalra	Semi Professional Assistant	29.03.2017
3) Mr. Parveen Yadav	Library Attendant	30.03.2017
4) Mr. Rajan Kushwaha	Computer Lab Attendant	30.03.2017

Two Library Attendants will be appointed as and when the College receives approval from the UGC on the basis of merit list declared by the College.

11. Noted letter received from University of Delhi vide letter No. CB.II/Misc./82/2017/83 dated 24.03.2017 regarding Audit Report No.18 of 2015 - Para No.9.3 - Satyawati College, University of Delhi overpayment of interest to GPF/CPF subscriber from 2008-09 to 2010-11. The letter will be placed before the Governing Body.

A Committee was formed with following members to look into the issue of overpayment of interest to GPF/CPF subscriber:

1. Secretary, Staff Council

2. President, Staff Association
3. Members of Provident Fund Committee

12. Finalized the Lease Deed between Punjab National Bank and Satyawati College.

**Under any other matter:-**

1. It was decided that process of re-employment of Mr. P.R. Singh, Retired Instructor be initiated.

*Manjula Dass*

**[Dr. Manjula Dass]  
Officiating Principal**