

MINUTES OF THE GOVERNING BODY MEETING

A meeting of the Governing Body of Maitreyi College was held on Saturday, August 26, 2023 starting from 2:30 PM in the College Committee Room. The following members were present:

1. Prof. Vijaya Laxmi Singh, Chairperson, Governing Body
2. Prof. Anu G. Aggarwal, Honorary Treasurer, Governing Body
3. Mrs. Rajni Gupta, Teacher Representative
4. Dr. P. Kavita, Teacher Representative
5. Mr. Vikram Singh, Special Invitee, Non-Teaching Staff
6. Prof. Haritma Chopra, Officiating Principal and Member Secretary

- Item 2** : The Governing Body appreciated the services rendered by Dr. Prachi Bagla as Teacher Representative on the Governing Body and welcomed Mrs. Rajni Gupta as new Teacher Representative on the Governing Body.
- Item 3** : The minutes of the meeting of the Governing Body held on June 21, 2023 were confirmed.
- Item 4** : The Governing Body recorded that Prof. Anu G. Aggarwal has been appointed as Honorary Treasurer of the Governing Body in terms of Ordinance XVIII, Clause 4(1) of the University Calendar. It was noted that she will hold the office of the Honorary Treasurer w.e.f. June 29, 2023 till her tenure on the Governing Body or till the constitution of the Governing Body afresh, whichever is earlier.
- Item 5** : The Governing Body approved and granted Child Care Leave to Ms. Divya Singh, Associate Professor in the Department of Botany, for a period of 15 days i.e. from September 11-25, 2023 to help his son in his half yearly examination.

The Governing Body considered the request of Dr. Mansi Dhingra, Adhoc Assistant Professor in the Department of Physics, for the grant of maternity leave for a period of two months w.e.f. August 17, 2023. The Governing Body noted that she delivered a baby on July 31, 2023. As per the earlier notified academic calendar, the Colleges were to re-open from July 20, 2023. But later on it was notified by the University of Delhi that the classes for all the three years would commence from August 16, 2023.

Therefore, the Governing Body in the light of the notification nos. F.25-4/2007(CU) Pt.file-I dated February 14, 2019 received from the University Grants Commission and Estab./Mat. Leave/Contract/2019/2917 dated January 4, 2022 received from the University of Delhi which states '*Paid maternity leave may be granted to such ad-hoc/contractual women teaching and non-teaching employees engaged for a fixed term by the University/Colleges for a maximum period of 26 weeks within the specified period of such fixed term engagement. The implementation of the benefits of maternity leave would not put Adhoc/Contractual Staff of the University and its Colleges to a disadvantageous position*' and resolution of the Physics Department to share her

workload for the said duration without requesting for any additional hand, the Governing Body under unexceptional circumstances, approved and granted paid maternity leave to Dr. Mansi Dhingra for a period of two months w.e.f. August 17, 2023.

- Item 6** : The Governing Body ratified the action of the Honorable Chairperson, Governing Body in re-appointing the Assistant Professors, who were working on ad hoc basis in the different departments of the College, as per the details attached with the minutes.

The Governing Body noted that three of the Assistant Professors working on ad hoc basis i.e. Dr. Pawan Kumar, Department of Mathematics; Dr. Poonam Khatana, Department of Political Science and Dr. Kiran Soni, Department of Chemistry has resigned.

- Item 7** : The Governing Body ratified the action of the Principal in granting annual increment to all the employees including herself on July 1, 2023.

- Item 8** : The Governing Body approved the medical reimbursement made to the teaching, non-teaching and retired staff as per the details attached with the minutes.

- Item 9** : The Governing Body permitted the College to release the arrears amounting to Rs. 20,999/- to Dr. Jaspreet Kaur, Assistant Professor in the Department of Zoology, on account of her promotion under CAS-2018 scheme.

- Item 10** : The Governing Body ratified the action of the Principal in releasing the pension arrears to the following pensioners on the implementation of judgment of Honorable Supreme Court of India delivered on May 10, 2022 in the case No. CA No. 003797-003809/2022 arising out of SLP (C) No. 008892-008904 in Diary No. 13901 of 2017 and 17007 of 2017 in respect of Litigant and Non-Litigant of Category I (N.C. Bakshi Batch) & Category II (Shashikiran Batch) to CPF retired pensioners on conversion from CPF Scheme to GPF Scheme:

Sr. No.	Name of Employee	Arrear Amount
1	Ms. Madhu Jain	5688759/-
2	Dr. Asha Garg	9359104/-
3	Mrs. Kamlesh Oberoi	11129415/-
4	Ms. Renu Khaneja	9364077/-
5	Ms. Shashi Mishra	9139821/-
6	Dr. Nillima Mehra	9285675/-
7	Dr. Vishnu Priya	6564747/-
8	Dr. Manju Subhash	7934195/-
9	Dr. Sneha Gupta	9243623/-
10	Dr. Nita Aeron	4608833/-
11	Mrs. Kamlesh Garg	8700664/-

- Item 11** : The Governing Body approved the confirmation of Mr. Sanjay Ahuja as Senior Assistant w.e.f. July 8, 2022 as he has completed his probation period satisfactorily.

- Item 12** : The Governing Body noted that Mr. Jagdish Prasad, working as Laboratory Assistant in the Department of Chemistry, will be retiring on December 31, 2023 on attaining the age of superannuation and the College will be releasing his retirement benefits as per University rules.
- Item 13** : The Governing Body approved the payment of pension arrears amounting to Rs. 47,997/- in respect of Late Mrs. Radha (Family Pensioner) to her son Mr. Arjun Singh, who is the nominee after his mothers' death.
- Item 14** : The Governing Body approved the payment of Rs.1,650/- to Shri Mohinder J. S. Rupal, Advocate of the College, towards appearance in the High Court for representing the College in the case of Dr. Ritu Dhingra Vs. Maitreyi College and Ors.
- Item 15** : The Governing Body ratified the action of the Honorable Chairperson, Governing Body and Honorary Treasurer, Governing Body, in awarding the work of Income Tax Scrutiny Notice to M/s. Sapra Associates, the Chartered Accountants, at the total cost of Rs. 50,000 plus 18% GST.
- Item 16** : The Governing Body recorded that the canteen contract awarded to Bhavya Caterers Pvt. Ltd. through CPPP, the Government approved platform, has been terminated w.e.f. June 30, 2023 after giving one month notice as per the terms and conditions of the contract. The new tender for the canteen services has been floated on CPPP. As it is a time taking process, therefore, in the meantime the work has been awarded to Mr. Ramesh for a period of three months w.e.f. July 1, 2023, who had been given the contract earlier also and has been providing satisfactory services to its stakeholders.
- Item 17** : The Governing Body permitted the College to integrate ERP software with Internet Payment Gateway for collection of online fee from 2nd and 3rd year students (2023-24) from M/s. Wordline India Pvt. Ltd., the gateway provider of Punjab National Bank, as per the charges proposed by them.
- Item 18** : The Governing Body recorded that the order for the purchase of sound system for the Seminar hall of the New Science Block, Video Conference Hall in the Library and New Auditorium has been placed with M/s. VS Solanki Enterprises through GeM portal as the said firm has quoted the lowest rate in the bid.
- Item 19** : The Governing Body approved the recommendations of the Building Committee made in its meeting held on July 17, 2023.
- Item 20** : The Governing Body approved the recommendations of the Girls' Hostel Committee made in its meeting held on July 31, 2023.
- Item 21** : The Governing Body recorded and ratified the action of the Provident Fund Committee in granting final withdrawal/final payment from provident fund to the following employees through circulation:

FINAL WITHDRAWAL

1	Mr.Ranu Kumar	3,50,000/-	For Purchase of Car
2	Mr. Mohan Lal	6,00,000/-	For House Repair
3	Mr.Hari Shanker Singh	3,00,000/-	For House Repair & White wash of House

FINAL PAYMENT

1	Dr. Prachi Bagla	2,02,08,658/-	On Retirement (Retired on 30.06.2023)
2	Dr. Versha Goel	1,75,74,680/-	On Retirement (Retired on 30.06.2023)
3	Dr. Veena Mishra	94,87,707/-	On Retirement (Retired on 30.06.2023)
4	Mr. Durga Dass Sharma	3,67,783/-	On Retirement (Retired on 30.06.2023)

Item 22 : The Governing Body recorded and approved the retirement benefits paid to the following employees:

S. No.	Name of Employee	Gratuity	Leave Encashment	Commutation of Pension
1	Dr. Prachi Bagla	20,00,000/-	30,82,820/-	39,55,215/-
2	Dr. Versha Goel	20,00,000/-	29,93,360/-	38,40,439/-
3	Dr. Veena Mishra	20,00,000/-	29,68,416/-	38,40,439/-
4	Mr. Durga Dass Sharma	19,49,769/-	9,60,772/-	13,37,261/-

Item 23 : The Governing Body recorded and ratified the action of the Provident Fund Committee in encashing the following FDRs with Punjab National Bank to pay the retirement benefits:

S. No.	FDR Number	Amount
1	DR1903	95,00,000/-
2	DR1912	95,00,000/-
3	DR1930	95,00,000/-
4	DR1949	95,00,000/-
5	DR1958	70,00,000/-

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


Prof. Vijaya Laxmi Singh
Chairperson


Prof. Haritma Chopra
Officiating Principal and Member Secretary