

MINUTES OF THE GOVERNING BODY MEETING

A meeting of the Governing Body of Maitreyi College was held on Wednesday, July 24, 2024 starting from 3:00 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. Mr. Dharam Deo Choudhary, Member
4. Mr. Manoj Agrawal, Member
5. Ms. Preeti Dogra, Member
6. Prof. Ranjana Bhattacharya, Teacher Representative
7. Dr. Anamika Singh, Teacher Representative
8. Mr. Mahender Singh, Special Invitee, Non-teaching Staff
9. Prof. Haritma Chopra, Officiating Principal and Member Secretary

Item 2 : The Governing Body noted that the following persons have been nominated as members on the Governing Body of this College by the Honorable Vice-Chancellor, University of Delhi for a period of one year w.e.f. July 15, 2024 as communicated by the office of the Deputy Registrar (Colleges), University of Delhi vide letter nos. CS-SDC/108/2024/GB-MTC/1167(i); CS-SDC/108/2024/GB-MTC/1168(i) & CS-SDC/108/2024/GB-MTC/1169(i) dated July 15, 2024:

1. Mr. Dharam Deo Choudhary
2. Mr. Manoj Agrawal
3. Ms. Preeti Dogra

The above members of the Governing Body informed that none of them is serving simultaneously as Member of more than two Governing Bodies and that they do not have any family member employed in this College (i.e. Husband, wife, son, daughter, sister, brother, nephew, niece, sister-in-law, brother-in-law, son-in-law, daughter-in-law).

Item 3 : The Governing Body appreciated the services rendered by Ms. Rajni Gupta as Teacher Representative on the Governing Body and welcomed Prof. Ranjana Bhattacharya as new Teacher Representative on the Governing Body.

Item 4 : The Governing Body appreciated the services rendered by Mr. Vikram Singh as Special Invitee, Non-teaching Staff and welcomed Mr. Mahender Singh as new Special Invitee, Non-teaching staff on the Governing Body.

Item 5 : The minutes of the meeting of the Governing Body held on March 20, 2024 were confirmed.

Item 6 : The Governing Body recorded letter no. CS-SDC/114/Prin-MT/2024/1107 dated May 20, 2024 received from the University of Delhi conveying the approval of the extension of appointment of Prof. Haritma Chopra as Officiating Principal for a period of three months i.e. from June 1, 2024 to August 31, 2024.

- Item 7** : The Governing Body recorded the appointment of following Assistant Professors in the Department of Commerce on regular basis:

S. No.	Name of the candidate	Category
1.	Ms. Kritika Khurana	UR
2.	Ms. Suzanee Malhotra	UR
3.	Ms. Reena	OBC
4.	Ms. Rama Pawar	OBC
5.	Ms. Laxmi	SC
6.	Ms. Ashima Pahuja	EWS

The Governing Body recorded that Mr. Arun Kumar has joined as Assistant Professor on regular basis in the Department of Economics w.e.f. April 5, 2024 as he had furnished all the required documents pertaining to closure of his business.

The Governing Body also recorded that Ms. Sweta Kushwaha has joined as Assistant Professor on regular basis in the Department of English w.e.f. May 30, 2024 as she was relieved from her services at IP University.

- Item 8** : 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.

- Item 9** : The Governing Body approved and granted the following leave to the teaching staff:

Name	Duration	Type of Leave	Remarks
Ms. Rachna Sirohi Department of English	31.03.2024 to 30.03.2025 = 1 year	Study Leave	For Ph. D
Ms. Shaifali Department of Commerce	13.04.2024 to 09.05.2024 = 27 days	Child Care Leave	Taking care of Child
Dr. Brototi Roy Department of Zoology	02.04.2024 to 06.05.2024 = 35 days	Commutated Leave	-

- Item 10** : The Governing Body recorded that as per the University guidelines, Dr. Rama Sisodia, Department of Botany has been promoted as Professor (i.e. Academic Level 13A to 14) w.e.f. November 8, 2022 under CAS-2018 scheme on the recommendations of the duly constituted Selection Committee by the University of Delhi. The Governing Body approved her promotion.

- Item 11** : The Governing Body ratified the action of the Principal in granting annual increment to the eligible teaching and non-teaching staff w.e.f. July 1, 2024.

- Item 12** : The Governing Body approved the medical expenditure made on the teaching, non-teaching and retired staff amounting to Rs. 62,62,274/- as per the details attached with the minutes.

- Item 13 : The Governing Body approved the promotion of the following non-teaching staff made on the recommendations of the duly constituted Departmental Promotion Committees:

Name of the Staff	Department	Relevant designation in which promoted	Date of Promotion / confirmation
Mr. Jitender Sharma	Accounts	Section Officer	09.04.2024
Mr. Brajesh Mishra	Administration	Senior Assistant	09.04.2024
Mr. Sanjay Dhangar	Library	Library Assistant	16.04.2024
Mr. Ajay K. Meena	Library	Library Assistant	16.04.2024

- Item 14 : The Governing Body ratified the action of the Honorable Chairperson and Honorary Treasurer, Governing Body in permitting the College to get the digital survey plan done by C.P.W.D. at the total cost of Rs. 1,65,375/-.

- Item 15 : The Governing Body recorded and ratified the action of the Provident Fund Committee in granting final withdrawal from the provident fund to the following employees through circulation:

1	Mrs. Ritu C. Kumar	34,00,000	For Purchase of House
2	Mr. Duni Chand	10,00,000	For Son Marriage
3	Mrs. Rachna Jain	20,00,000	For Purchase of House
4	Mr. Subhash	36,000	For white Wash of House

- Item 16 : The Governing Body recorded and ratified the action of the Provident Fund Committee in encashing and renewing the following FDRs with Punjab National Bank:

FDRs encashed

S. No	FDR Number	Amount	Date of FDR	ROI	Date of Maturity	Maturity Value
1	PU15261	55,00,000	26.10.2022	7	17.06.2024	6164229
2	PU15395	50,00,000	04.11.2022	7	25.06.2024	5604909
3	PU15401	50,00,000	04.11.2022	7	25.06.2024	5604909
4	PU15410	50,00,000	03.11.2022	7	25.06.2024	5604909
5	PU15429	45,00,000	04.11.2022	7	25.06.2024	5044418
6	PU15438	50,00,000	04.11.2022	7	26.06.2024	5604909
7	PU15447	50,00,000	04.11.2022	7	26.06.2024	5604909
8	PU15456	50,00,000	04.11.2022	7	26.06.2024	5604909

FDRs renewed

S. No	FDR Number	Amount	Date of FDR	Period	ROI	Date of Maturity	Maturity Value
1	DP13857	20,00,000	19.02.2024	400 days	7.25%	25.03.2025	21,63,503
2	DP13866	20,00,000	19.02.2024	400 days	7.25%	25.03.2025	21,63,503


3	DP14528	50,00,000	28.06.2024	400 DAYS	7.25%	02.08.2025	54,09,825
4	DP14537	50,00,000	28.06.2024	400 DAYS	7.25%	02.08.2025	54,09,825
5	DP14546	50,00,000	28.06.2024	400 DAYS	7.25%	02.08.2025	54,09,825
6	DP14555	25,00,000	28.06.2024	400 DAYS	7.25%	02.08.2025	27,04,912
7	DP14564	50,00,000	29.06.2024	400 DAYS	7.25%	03.08.2025	54,09,825
8	DP14573	50,00,000	29.06.2024	400 DAYS	7.25%	03.08.2025	54,09,825
9	DP14582	50,00,000	29.06.2024	400 DAYS	7.25%	03.08.2025	54,09,825
10	DP14591	50,00,000	29.06.2024	400 DAYS	7.25%	03.08.2025	54,09,825
11	DP14607	50,00,000	29.06.2024	400 DAYS	7.25%	03.08.2025	54,09,825

- Item 17** : The Governing Body recorded that the College has transferred third installment amounting to Rs. 6,00,000 on July 1, 2024 towards repayment of loan taken for the Girls Hostel from the Student Fund Account. Now the outstanding loan is Rs. 67,01,901/-.
- Item 18** : The Governing Body ratified the action of the Honorable Chairperson and Honorary Treasurer, Governing Body in permitting the College to award temporary contract for running the College Canteen to M/s. Madan Tent and Light House for a period of three months w.e.f. May 1, 2024. The Governing Body noted that as the tenure is ending on July 31, 2024 and the award of the new contract is under process, therefore, the Governing Body permitted the College to extend it for a further period of three months w.e.f. August 1, 2024 or till the award of the new contract, whichever is earlier.

ANY OTHER MATTER

- Item 1** : **Status of the process of appointment of the Principal, Maitreyi College:**
The Honorable Chairperson, Governing Body informed the house about the status of the process of appointment of the Principal of the College. The House authorized the Honorable Chairperson, Governing Body to nominate members from the Governing Body and also out of the panel provided by the University of Delhi.

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


Prof. Vijaya Laxmi Singh
Chairperson


Prof. Haritma Chopra
Officiating Principal and Member Secretary