



MAHARAJA AGRASEN COLLEGE

UNIVERSITY OF DELHI
VASUNDHARA ENCLAVE, DELHI-110096



Minutes of the Governing Body meeting held on 7th September, 2022 at 3.30 PM in the Committee Room of the college in hybrid mode

1. Resolved to confirm the minutes of the meeting of the Governing Body held on 30.04.2022. Minutes are enclosed as **Annexure-1**
2. No matter was reported which were arising from the above minutes.
3. Resolved to approve the proposal received from PWD –Electrical for Annual maintenance of Electrical and Mechanical installation in the college for Rs. 2,50,30,189/- vide letter no. 54(Estimate)/PWD/760 dt. 29.06.2022. This will be submitted to Directorate of Higher Education, Govt. of NCT of Delhi for approval. The estimate attached as **Annexure-2**.
4. Resolved to approve the following proposals received from Dr. Niraj Kumar Singh, Convener, NAAC Infrastructure Works Committee.
 - (i) Requirement of Multipurpose LED Display Video Wall near Reception area. Estimated expenditure is Rs. 6,50,000/-
 - (ii) Requirement of Interactive Panels in Classrooms, Media Lab, ICT Lab and Auditorium. Total number of Panels – 9. Estimated expenditure – 16,80,000/-. Details attached as **Annexure-3**.
5. Resolved to approve the terms & conditions/objectives of Memorandum of Association of Maharaja Agrasen Alumni Association and its registration thereof. The MOA is attached as **Annexure-4**.
6. Resolved to approve the fee structure (Major Head of Fee) for the Academic Year 2022-23 in terms of University of Delhi Letter No. Acad/I/UG Fee/2022-23/654 dated 26.07.2022 (**Annexure – 5**)
 - (i) Annual Fees 2022-23 for 1st Year Students
 - (ii) Annual Fees 2022-23 for 2nd & 3rd Year Students
 - (iii) Annual Fee 2022-23 for PwD Students
 - (iv) Minor Head of Fee Receipts

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Fee structure 2022-23 1st Year

Sl. No.	Particulars	B.A. (Prog.)	B.A. (H) Hindi	B.A. (H) Eng.	B.A. (H) Pol. Sci.	B.A. (H) BBE	B.A. (H) Jour.	B.Sc. (H) Electr.	B.Sc. Phy Sci	B.Sc. Math Sci	B.Com. (H)	Head of A/c
1	Tuition Fee	180	180	180	180	180	180	180	180	180	180	M.G. A/c
2	University Student Welfare Fund*	100	100	100	100	100	100	100	100	100	100	M.G. A/c
3	College Student Welfare Fund*	8200	8200	8200	8200	8200	8200	8200	8200	8200	8200	S.S. A/c
4	University Development Fund*	900	900	900	900	900	900	900	900	900	900	M.G. A/c
5	College Development Fund	1000	1000	1000	1000	6000	5000	6000	5000	2000	2000	Dev. A/c
6	University Facilities and Services*	500	500	500	500	500	500	500	500	500	500	M.G. A/c
7	College Facilities and Services Charges	2060	2060	2060	2060	2060	2060	2060	2060	2060	2060	M.G. A/c
8	Economically Weaker Section Support University Fund	100	100	100	100	100	100	100	100	100	100	M.G. A/c
9	Student Union Fund (MAC)	300	300	300	300	300	300	300	300	300	300	S.S. A/c
TOTAL		13340	13340	13340	13340	18340	17340	18340	17340	14340	14340	

* Delhi University share, as decided by University of Delhi

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7. Resolved to approve the Recommendations of Finance Committee regarding deduction of monthly contribution in r/o WUS Health Centre w.e.f. October, 2022.

Maharaja Agrasen College vide letter no. MAC/2021-22/683 dated 22.03.2022, has sought clarification regarding WUSH Centre contribution and subsequently Chief Medical Officer, WUSH Centre, University of Delhi vide their reply no. WUSHC/1043 dated 30.03.2022, clarified as under: -

“An employee has to deposit monthly contribution in the College/ WUS Health Centre as per CGHS rates if the reimbursement of the incurred expenses for medical treatment is to be claimed”. Copies of relevant documents is attached as **Annexure -6**.

Accordingly, on the basis of the above clarification, the Finance Committee in its meeting held on 30.04.2022 recommended the following: -

- (a) Monthly Contribution (as per WUSHC Guidelines)

For claiming the medical reimbursement by the employees/pensioners of University of Delhi and its affiliated colleges, the rates of monthly Health Centre Contribution (HCC) for membership of WUS Health Centre are as follows: -

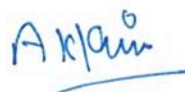
Corresponding Levels in the Pay Matrix of 7th CPC	In Service	Retirees
	Monthly Health Centre Contribution	Life Time Health Centre Contribution
Level : 1 to 5	Rs. 250/-	Rs. 30,000/-
Level : 6	Rs. 450/-	Rs. 54,000/-
Level : 7 to 12	Rs. 650/-	Rs. 78,000/-
Level : 12 and above	Rs. 1000/-	Rs. 1,20,000/-

Remittance of monthly contribution

- (i) Contribution in r/o those employees who will get the membership of WUS Health Centre will be remitted to University of Delhi, as per bank details provided by the WUSHC.
- (ii) Contribution in r/o non-member employees, if any, will be kept with the college itself booked under “Income” Head, for accounting purpose.
- (b) Effective Date

Monthly contribution shall be effective from the month succeeding to Governing Body approval i.e. from October, 2022 with a clause to opt out from the scheme for employees, if they wish not to avail the medical facilities from WUS Health Center or from the college.





8. Matter of Dr. Ram Avtar Sharma: -

- a. Resolved to confirm the legal opinion received from Mr. Amit Khemka, Advocate in the matter of Dr. Ram Avtar Sharma.
- b. Resolved to confirm the release of Retiral Benefits including pension, gratuity, provident fund, leave encashment, etc. to Dr. Ram Avtar Sharma, Ex-Principal in light of Governing Body meeting held on 30.04.2022.
- c. Resolved to confirm the letter received from Delhi College of Arts & Commerce regarding the remittance of following retiral benefits to Dr. Ram Avtar Sharma
 - Pro-rata pension Rs. 2,59,976/- transferred on 24.08.2022 in A/c No. 481618950.
 - Pro-rate Gratuity amount Rs. 1,02,806/- transferred on 24.08.2022 in A/c No. 481618950.
- d. It was further reported by the Member Secretary that the Sub-Committee constituted by the Governing Body in the matter of Dr. Ram Avtar Sharma consisting of Chairman, Governing Body, Treasurer & Member Secretary had an interaction with Dr. Ram Avtar Sharma on 02.09.2022 and Dr. Ram Avtar Sharma has submitted an undertaking/application that: -
 - (i) He will not claim any interest on the admissible dues
 - (ii) He will not file any court case regarding the payment of retiral benefits
 - (iii) He will accept the total retiral dues as per availability of funds with the college
- e. Resolved to approve the counting of past service rendered by Dr. Ram Avtar Sharma in DCAC (previously Gyan Devi Salwan College) from 18.11.1973 to 15.08.1994 as both DCAC and Maharaja Agrasen College are constituent colleges of University of Delhi and are governed by same Acts, Statues, Ordinances & Rules. Accordingly, the Governing Body accepted the past service rendered by Dr. Ram Avtar Sharma
- f. The college has sought clarification from University of Delhi regarding the period of suspension of Dr. Ram Avtar Sharma w.c.f. 22.04.2001 to 02.05.2005. The Governing Body authorizes the Chairman to take necessary action in the matter once the said clarification is received to process the case.

9. Resolved to defer the matter of overstayal of Leave of Mr. Narendra Kumar Sant, Sr. Assistant.





10. Resolved to confirm promotions of the teaching staff as per the details given below: -

Stage III to Associate Professor (Level 12 to 13A)				
S. No.	Name of the Candidate	Department	Date of Eligibility	Date of meeting
1	Dr. Anupama Jaidev	English	04-01-2016	02-05-2022
2	Dr. Charu Arya	English	21-11-2015	02-05-2022
3	Dr. Paramjeet Singh	Electronics	14-01-2019	22-04-2022
Stage IV to Professor (Level 13A to 14)				
4	Dr. Parthasarathi	Physics	01.07.2021	27-06-2022
5	Dr. Mukesh Agarwal	Phy. Education	09.04.2020	27-06-2022
6	Dr. Sushil Yadav	Mathematics	28-03-2021	02.08.2022
7	Dr. Anuradha Sharma	Mathematics	18-07-2019	02.08.2022

11. Resolved to confirm the Annual Increment awarded to the Teaching and Non-Teaching Staff of the college on 01.07.2022 as **Annexure-8**.
12. Resolved to confirm the extension of Assistant Professors on Adhoc Basis (Total-52) in the following departments with due approval of competent authority for the Academic Year 2022-23 from 12.08.2022 till 11.12.2022. Details attached as **Annexure-9**.
13. Resolved to confirm the re-appointment of contractual staff working in the college based on the recommendation of Section Head w.e.f. 01.07.2022 for a period of six months. Details attached as **Annexure-10**.
14. Resolved to confirm the award of contract for providing Security Services in the college to M/s Synergy Multi Services for a period of one year w.e.f. 01.07.2022 through Government E-Market Place Portal as per due approval of Competent Authority.
15. Resolved to confirm the Maternity Leave granted to Dr. Farah Khan, Assistant Professor on adhoc basis w.e.f. 17.08.2022 till 10th December, 2022 as per University of Delhi E.C. Resolution No. 50 dated 17.12.2021.
16. Resolved to confirm the *Investment in r/o Employees Provident Fund for an amount of Rs. 15,01,000/- invested in Bank of Baroda, Vasundhara Enclave, in Fixed Deposit Scheme for 555 days @ 6.15% per annum in the month of August, 2022.*
17. Resolved to confirm the payment of following dues/amount to Mrs. Nidhi Taneja, Wife & Nominee of Late Dr. Anshul Taneja, Ex-Associate Professor, Deptt. of Business Economics, who passed away on 4th June, 2022.





S.No.	Particulars	Amount (in Rs.)
1	PF Accumulations	4,97,876
2	Encashment of Earned Leave	18,53,670
3	Pay & Allowance	2,24,003
4	Children Education Allowance	1,08,000

18. Resolved to confirm the payment of Leave Encashment & Half Pay Leave for a sum of Rs. 4,28,800/- to Sh. Chander Mani, MTS, who superannuated on 31st July, 2022.

19. Resolved to confirm the refund of Unspent Balance as on 31.03.2022 under Capital Account for a sum of Rs. 13,55,044 to PAO -IX, Old Secretariat, through Directorate of Higher Education on account of Unspent Balance as on 31.03.2022 and interest earned thereon.

Further, balance amount of 13,25,913.40 after adjusting above amount has been remitted from Capital Asset Account/Non-Recurring Account to Maint. Grant Account. Details attached as **Annexure-11**.

20. Resolved to confirm the remittance of Rs. 10.00 Lakh from GIA Salary to GIA General (Maint. Grant A/c)

An amount of Rs. 10,00,000/- has been transferred from Salary Account to Maint. Grant Account to pay the electricity bill. The said amount will be refunded on receipt of Grants under GIA (General) Head.

21. Resolved to confirm the payment of Telephone Charges and Special Allowance to Principal & Administrative Officer.

In terms of UGC letter no. 11-1/2017 (CU) dtd. 19.02.2019 and in terms of Delhi University Notification No. Tel./338/2020/ Reim./505 dated 12.11.2020, the following employees of the college are eligible for reimbursement of Telephone Charges and Special Allowance w.e.f. the date as mentioned against each:-

(i) Reimbursement of Telephone Charges

Sl. No.	Name of the Employee & Designation	Admissible Amount	Date of Admissibility
1	Prof. Sanjeev Kr. Tiwari Principal (Offg.)	2250/- per month + Taxes	01.10.2019
2	Mr. Dipin Arora Admin. Officer	1200/- per month + Taxes	26.03.2018

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(ii) Payment of Special Allowance to Principal

Sl. No.	Name of the Employee & Designation	Admissible Amount	Date of Admissibility
1	Prof. Sanjeev Kr. Tiwari Principal (Offg.)	6,750/- per month	01.10.2019

22. Resolved to confirm the finalization of Annual Accounts for the Financial Year 2021-22. Audited Accounts have also been sent to Directorate of Higher Education, Govt. of NCT of Delhi vide letter no. MAC/2022-23/317 dated 04.07.2022 (Copy of letter enclosed) - **Annexure - 12**

23. Resolved to confirm the following Provident Fund withdrawals/loan: -

Name	Amount	PF Withdrawal/Loan	Approval/Payment Date
Ashok Atri	50,000/-	Withdrawal	26.05.2022
Mukesh Kumar	70,000/-	Withdrawal	26.05.2022
Satbir Singh	69,500/-	Withdrawal	26.05.2022
Niraj Kumar Singh	3,00,000/-	Withdrawal	08.06.2022
Dr. Shashi Singh	1,86,039/-	Interest 2021-22	18.08.2022
Dr. Abha Mittal	5,00,000/-	Withdrawal	10.08.2022
Naresh Kumar	13,10,000/-	Withdrawal	31.08.2022

24. Resolved to confirm the summary of approvals accorded by Chairman, Governing Body. Details attached as **Annexure-13**.

25. The proposal for purchase of computers, hardware, software & furniture for a sum of Rs. 80,87,500/- was discussed and it was resolved that a Technical Committee to be constituted by the Principal to work out the detailed specifications as per the requirement and re-propose the matter in the next meeting of the Governing Body.

26. Resolved to approve following proposal with amendments regarding the modernization of the college Library as per the details mentioned below: -

A. Furniture and Fixtures:

S. No.	Type of Requirement	Existing Quantity	Current Requirement	Estimated Expenditure
1	Reading tables Size 6*4 fit	82 (units)	04	Rs. 40,000/-





2	Reading tables with separator for Visually Impaired Students	NIL	02	Rs. 20000/-
3	Chairs for Reading Table (Fixed Chair Cantilever Type)	61	25	Rs. 125000/-
4	New arrival display unit (Revolving Type)	NIL	02	Rs. 40000/-
5	Computer Table	13	6	Rs. 60000/-
6	Window ACs (02 ton)	02	02	Rs. 90000/-
7	Stacking Racks for bags (6 SHELVES)	NIL	02	Rs. 25000/-
8	Bracket fan (600 mm Sweep)	NIL	10	Rs. 110000/-
9	Step Ladder	02	04	Rs. 8000/-
10	Wheel Chair	NIL	01	Rs. 10000/-
11	Electrical Fittings (Extension Boards, Switch & Sockets etc.)			Rs. 20000/-

B. Computer Hardware, Public Communication Systems & Related Accessories:

S. No.	Type of Requirement	Existing Quantity	Current Requirement	Estimated Expenditure
2	Kindle Paperwhite 11 th generation with Wi-Fi Latest Version	NIL	12	Rs. 1,80,000/-
3	Digital KIOSK (for Online Public Access Catalogue)	NIL	1	Rs. 1,75,000/-
5	Digital Display Board	NIL	1	Rs. 30,000/-

C. Library Automation Software:

S. No.	Type of Requirement	Existing Quantity	Current Requirement	Estimated Expenditure
1	Koha(Open Source Software)	NIL	1	NIL
2	Software Installation, Data Transfer, Staff Training and commissioning.			Rs. 1,20,000/-

D. Library Security Systems:

S. No.	Type of Requirement	Existing Quantity	Current Requirement	Estimated Expenditure
1	RFID (Middle worth, RFID Sticker, RFID Canel, Staff Station, Self-Circulation kiosk, Book Drop Boc, Security Gate, Installation and connecting, PDA/Portable Data Adopter)	NIL	1 Set	Rs. 2800000/-
2	CCTV (8 camera set up with) Hard Disk, DVR-Card Box, Monitor (Display) 32inch cables & other related items	NIL	8 Set up CCTV	Rs. 75000/-


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27. In any other matter: -

It was reported to the Governing Body by the Member Secretary that the Roof Top PV Plant in Maharaja Agrasen College is under consideration and for that Expression of Interest is being floated on the CPP Portal on due recommendation of a Technical Committee of the college. The Governing Body resolved to approve the installation of Roof Top Solar PV Plant in the college as per the due process.

28. The meeting concluded with vote of thanks to the Chair.


12/09/2022
Atul Kumar Jain
Chairman, Governing Body


12/09/2022
Prof. Sanjeev Kumar Tiwari
Principal & Member Secretary