

**ACHARYA NARENDRA DEV COLLEGE
(UNIVERSITY OF DELHI)**

GOVERNING BODY MEETING

Dated: Tuesday, July 13, 2021 at 11.30 A.M.

Venue: Acharya Narendra Dev College, Govindpuri, Kalkaji, New Delhi

MINUTES

Minutes of the Governing Body Meeting held on Tuesday, July 13, 2021 at 11.30 A.M in the Library Reading Room of the college.

The following members were present:

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| 1. Professor S.M. Anwar Alam | (in the Chair) |
| 2. Shri Jitender Singh | Treasurer, Governing Body |
| 3. Shri Mohammad Harun | Present online |
| 4. Ms. Lalita Agarwal | |
| 5. Shri Samseer Alam | |
| 6. Ms. Anuradha Muni | Present online |
| 7. Shri Prem Bhargava | Present online |
| 8. Professor Mridula Gupta | University Representative |
| 9. Professor Indranil Dasgupta | University Representative (present online) |
| 10. Dr. Anupama Shukla | Teacher Representative |
| 11. Professor Urmi Bajpai | Teacher Representative |
| 12. Professor Ravi Toteja | Officiating Principal (Member Secretary) |
| 13. Dr. Geetu Gambhir | Bursar (Special Invitee) |

Opening Remarks:

Principal informed the house about the untimely demise of Dr Manoj Garg, Assistant Professor in the Department of English. The house observed a silence of two minutes to pay homage to the departed soul.

The house was also appraised of the India Today ranking of the College. The college is ranked 19th best Science College in India.

The house welcomed Mr Diwakar Bhardwaj, the non-teaching nominee in the GB for one year.

- I. Minutes of the meeting of the Governing Body held on December 9, 2020 were confirmed.
- II. (a) Action Taken Report on Minutes of the meeting of the Governing Body meeting



Considered and approved:

- (i) A Committee was constituted consisting of the following members to examine the matter and rules in the matter of financial misconduct of Mr. Rakesh Kumar Dubey, Laboratory Assistant in the Department of Physics of the college.

1. Dr. Geetu Gambhir, Bursar and Convenor
2. Mr. Prem Bhargav, Member GB
3. Mr. Jitender Singh, Treasurer, GB
4. Mr. Kamaljit Singh, Non-teaching Representative, GB

The Committee submitted its report on March 24, 2021. The same is being placed in the Agenda of this meeting to consider by the Governing Body.

- (ii) & (iii) The estimates of Rs. 6,13,870/- and Rs. 28,04,661/- have been submitted to the Directorate of Higher Education, Govt. of NCT of Delhi for administrative approval and sanction of funds for maintenance of Electrical Installations in the college.

- (iv) A Committee was constituted consisting of the following members to study the reports and give its recommendations to the Governing Body in the matter of ANDC InStart Foundation (AIF).

1. Mr. Jitender Singh, Member, Governing Body (Treasurer)
2. Professor Mridula Gupta, University Representative on the GB
3. Dr. Anupama Shukla, Teacher Representative and Convenor of the Committee.

The report of the Committee will be tabled in this Governing Body meeting.

- (v) Advertisement for the post of Assistant Professors in various departments of the college advertised following the due procedures. The last date for submission of applications was June 8, 2021. The college is in touch with University of Delhi to get the data of applications for further processing.

Any other matter:

3. Following the due procedures, the reservation roster for non-teaching posts got approval of the University of Delhi for processing the promotions and advertisement of vacant non-teaching posts. For promotions, the college has sought approval of the grant sanctioning authority i.e. Directorate of Higher Education, Govt. of NCT of Delhi vide college letter No. ANDC/2021/340 dated June 24, 2021 against the creation of non-teaching posts approved by the Governing Body at its meeting held on December 9, 2020 in terms of OBC and EWS reservations. For recruitment, the Chairperson, Governing Body approved to advertise some non-teaching posts which were sanctioned by the Directorate of Higher Education on September 17, 2010. The decision of the college for recruitment of non-teaching posts has been informed to the Directorate of Higher Education.



The members of the GB were of the view that promotions should be carried out as per prevailing rules and regulations of University of Delhi. It was also suggested to procure information regarding promotions from other colleges of DU. Further, it was suggested that DHE should be approached for sanctioning of posts at the earliest.

(III) Administration:

A. Reported & approved:

1. Action of the Chairperson, Governing Body vide note dated July 1, 2020 approving the resignation of Ms. Kapila Jhamb, Senior Technical Assistant (Computers) from the college with effect from 05.11.2015 i.e. the date of her proceeding on Extraordinary leave.
2. Action of the Chairperson, Governing Body vide note dated December 8, 2020 approving the re-appointment of 53 ad-hoc teachers till the end of Semester i.e. 28.12.2020.
3. Action of the Chairperson, Governing Body vide note dated December 9, 2020 nominating the following Members on the Scholarship Committees as per the composition.
 - (i) Shri. Haroon Salmani - "Teena Gupta Memorial Scholarship"
 - (ii) Shri. Shamser Alam - "D.C. Arora Memorial Scholarship"
4. Action of the Chairperson, Governing Body vide note dated December 21, 2020 in approving the appointment of the Daily-wagers on rotation basis.
5. Action of the Chairperson, Governing Body vide notes dated December 21, 2020, December 29, 2020, January 11, 2021, January 12, 2021 & 05.02.2021 approving the promotions of the following teachers of the college from the level and date of eligibility mentioned against each.

S.No.	Name of the Teacher & Department	Promotion to	Date of promotion	Status of approval of the University of Delhi
1.	Dr. Rajesh Chaudhary Department of Biomedical Science	Assistant Professor Level 11	09.02.2012	Approved 02.06.2021
2.	Dr. Yasheshwar Department of Botany	Assistant Professor Level 11	16.07.2011	Approved on 20.01.2021
3.	Dr. Rashmi Sharma Department Botany	Assistant Professor Level 11	25.07.2011	Approved on 20.01.2021
4.	Dr. Manoj K. Garg Department of English	Assistant Professor Level 11	10.07.2013	Approved on 20.01.2021
5.	Dr. Gagan Dhawan Department of Biomedical Science	Assistant Professor Level 12	06.08.2011	Approved on 08.06.2021
6.	Dr. Rajesh Chadhary	Assistant	09.02.2017	Yet to be sent by the

	Department of Biomedical Science	Professor Level 12		college.
7.	Mr. Ravinder K. Sagar Department of Zoology	Assistant Professor Level 12	16.07.2016	Approved on 04.06.2021
8.	Dr.Sada Nand Prasad Department of Maths.	Assistant Professor Level 12	07.11.2011	Pending with University of Delhi South Campus for approval.
9.	Dr. Chaman Singh Department of Maths.	Assistant Professor Level 12	29.03.2019	Pending with University of Delhi South Campus for approval.
10.	Dr.Ravneet Kaur Department of Electronics	Assistant Professor Level 12	01.12.2016	Pending with University of Delhi South Campus for approval
11.	Dr. Dinesh K. Arya Department of Chemistry	Assistant Professor Level 12	08.08.2015	Approved on 30.03.2021
12.	Dr. Vikrant Kumar Department of Chemistry	Assistant Professor Level 12	18.03.2016	Pending with University of Delhi South Campus for approval.
13.	Dr.Harita Ahuja Department of Computer Science	Assistant Professor Level 12	20.03.2016	Pending with University of Delhi South Campus for approval.
14.	Dr.Preeti Marwaha Department of Computer Science	Assistant Professor Level 12	20.09.2011	Approved on 02.06.2021
15.	Dr. Chandra K. Samal Department of Computer Science	Assistant Professor Level 12	18.10.2016	Approved on 03.06.2021
16.	Dr. Ranjeet Singh Department of Physics	Assistant Professor Level 12	16.07.2016	Approved on 07.06.2021
17.	Mr. Pawan Kumar Department of Physics	Assistant Professor Level 12	16.11.2016	Approved on 07.06.2021
18.	Dr.Yasheshwar Department of Botany	Assistant Professor Level 12	16.07.2016	Pending with University of Delhi South Campus for approval.
19.	Dr. Rashmi Sharma Department of Botany	Assistant Professor Level 12	25.07.2016	Pending with University of Delhi South Campus for approval.
20.	Dr. Manoj K. Garg Department of English	Assistant Professor Level 12	10.07.2018	Pending with University of Delhi South Campus for approval.

6. Action of the Chairperson, Governing vide note dated December 29, 2020 in extending the submission of Ph.D. thesis for a further period of six months w.e.f. 17.12.2020 to

16.06.2021 in respect of Mr. Vishal Dhingra, Assistant Professor in the Department of Electronics of the college.

7. Action of the Chairperson, Governing Body vide note dated January 11, 2021 approving the request of Dr. M.S. Rajeswari, Associate Professor in the Department of Botany for opting of Voluntary Retirement. Accordingly, she has submitted three months' notice period as per rules. Accordingly, she was relieved from March 31, 2021 (afternoon).
8. Action of the Chairperson, Governing Body vide note dated January 29, 2021, nominating two subject-experts in each subject from the panel of experts sent by the University of Delhi on Selection Committees of various departments for promotion to Associate Professor.
9. Action of the Chairperson, Governing Body vide note dated February 10, 2021 approving the appointment of Daily-wagers for the academic session 2020-2021.
10. Action of the Chairperson, Governing Body vide note dated February 16, 2021, nominating Ms. Lalita Agarwal, Member, Governing Body on the Selection Committee for promotion of Associate Professors held on February 20 & 22, 2021.
11. Receipt of the Order dated February 17, 2021 from Controller of Accounts (FD), Finance Department, Govt. of NCT of Delhi deputing Mr. Satish Kumar, Sr. A.O. Madan, Mohan Malaviya Hospital to take up additional charge of Acharya Narendra Dev College. Accordingly, he was reported to the college on March 1, 2021.

The University of Delhi vide letter No. CB-III/Misc./Apptt.AO/DG Colleges/2021/997 dated March 24, 2021 requested to withdraw the above said order in terms of provisions of the Act, Statutes and Ordinances as also the Recruitment Rules laid down by the University.

12. Receipt of the letter No. DG/GB/2021/419 dated February 19, 2021 from the Joint Registrar (Colleges), University of Delhi conveying the extension of the term of Governing Bodies for a period of three months with effect from 13.03.2021. The term of Governing Body extended for a further period of three months with effect from 13.06.2021 vide letter No. DG/GB/2021 dated June 7, 2021.
13. Action of the Chairperson, Governing Body vide notes dated February 25, 2021, March 1, 2021 & March 3, 2021 approving the promotions of the following teachers of the college from the level and date of eligibility mentioned against each.

S. No.	Name of the Teacher & Department	Promotion to	Date of promotion	Status of approval of the University of Delhi
1.	Dr. Yasheshwar Department of Botany	Associate Professor Level 13A	16.07.2019	Pending with the College. Waiting for approval of Level 12 from UDSC.
2.	Dr. Rashmi Sharma Department Botany	Associate Professor Level 13A	25.07.2019	Pending with the College. Waiting for approval of Level 12 from UDSC.
3.	Dr. Geetu Gambhir Department of	Associate Professor	16.07.2013	Pending with the University of Delhi South Campus for

	Chemistry	Level 13A		approval.
4.	Dr. Dinesh K. Arya Department of Chemistry	Associate Professor Level 13A	08.08.2018	Pending with the University of Delhi South Campus for approval.
5.	Dr. Pankaj Khanna Department of Chemistry	Associate Professor Level 13A	14.08.2017	Pending with the University of Delhi South Campus for approval.
6.	Dr. Gagan Dhawan Department of BMS	Associate Professor Level 13A	06.08.2014	Pending with the University of Delhi South Campus for approval.
7.	Dr. Rajesh Chaudhary Department of BMS	Associate Professor Level 13A	09.02.2020	Pending with the College. Waiting for approval of Level 12 from UDSC.
8.	Dr. Sada Nand Prasad Department of Maths.	Associate Professor Level 13A	07.11.2019	Pending with the College. Waiting for approval of Level 12 from UDSC.
9.	Dr. Shalu Mahajan Department of Commerce	Associate Professor (13A)	01.10.2015	Pending with the College.
10.	Dr. Udaibir Singh Department of Electronics	Associate Professor Level 13A	20.03.2017	Pending with the University of Delhi South Campus for approval.
11.	Dr. Ravneet Kaur Department of Electronics	Associate Professor Level 13A	30.11.2019	Pending with the College. Waiting for approval of Level 12 from UDSC.
12.	Dr. Arijit Chowdhuri Department of Physics	Associate Professor Level 13A	10.09.2014	Pending with the University of Delhi South Campus for approval.
13.	Dr. Ranjeet Singh Department of Physics	Associate Professor Level 13A	16.07.2019	Pending with the University of Delhi South Campus for approval.
14.	Dr. Subhash Kumar Department of Physics	Associate Professor Level 13A	14.11.2014	Pending with the College. Waiting for approval of Level 12 from UDSC.
15.	Dr. Sunita Narang Department of Computer Science	Associate Professor Level 13A	25.09.2014	Pending with the University of Delhi South Campus for approval.
15.	Dr. Harita Ahuja Department of Computer Science	Associate Professor Level 13A	20.03.2019	Pending with the college. Waiting for approval of Level 12 from UDSC.
16.	Dr. Preeti Marwaha Department of Computer Science	Associate Professor Level 13A	20.09.2019	Pending with the University of Delhi South Campus for approval.
17.	Dr. Chandra K. Samal Department of Computer Science	Associate Professor Level 13A	18.10.2019	Pending with the University of Delhi South Campus for approval.
18.	Mr. Vishal Dhingra Department of	Assistant Professor	17.02.2010	Pending with the college. Waiting for approval of

	Electronics	Level 12 (under MPS 1998 Scheme)		Level 12 from UDSC.
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14. Action of the Chairperson, Governing Body vide note dated February 25, 2021 granting the permission for advertising of 41 posts of Assistant Professors on substantive basis as per the decision of the Governing Body meeting held on December 9, 2020. Accordingly, the college has informed to the Directorate of Higher Education vide college letter Nos. ANDC/1187 dated March 3, 2021 and ANDC/2021/331 dated June 22, 2021.
15. Action of the Chairperson, Governing Body vide note dated February 22, 2021, appointing the following teachers as Liaison Officers for a period of two years with effect from 17.01.2021.
1. Dr. Chaman Singh - OBC
 2. Dr. Manoj Kumar Garg - PwD
- Due to sudden demise of Dr. Manoj K. Garg, Assistant Professor, Department of English, the Officiating Principal vide note June 14, 2021 has appointed Dr. Vikrant Kumar as Liaison Officer (PwD) as per the seniority of PwD employees.
16. Action of the Chairperson, Governing Body vide note dated March 3, 2021, approving the extension of services of Ms. Anu Perveen for a further period of one year with effect from March 19, 2021.
17. Action of the Chairperson, Governing Body vide note dated March 11, 2021 and June 18, 2021 granting permission to conduct interviews for promotion to Professors in the Departments of BMS, Zoology and Botany.
18. Action of the Chairperson, Governing Body vide notes dated March 19, 2021, March 25, 2021 & July 1, 2021 approving the promotions of the following teachers of the college from the academic level and date of eligibility mentioned against each.

S.No.	Name of the Teacher & Department	Promotion to	Date of promotion	Status of approval of the University of Delhi
1.	Dr. Ravi Toteja Department of Zoology	Professor (Academic Level 14)	18.07.2018	Approved on 03.06.2021
2.	Dr. Sarita Kumar Department of Zoology	Professor (Academic Level 14)	18.07.2018	Approved on 03.06.2021
3.	Dr. Monisha Khanna Department of Zoology	Professor (Academic Level 14)	18.07.2018	Approved on 08.06.2021
4.	Dr. Sema Makhija Department of Zoology	Professor (Academic Level 14)	18.07.2018	Approved on 07.06.2021

5.	Dr. Umi Bajpai Department of BMS	Professor (Academic Level 14)	18.07.2018	Approved on 07.06.2021
6.	Dr. Charu K. Gupta Department of Botany	Professor (Academic Level 14)	18.07.2018	Under process in the college

19. Action of the Chairperson, Governing Body vide note dated March 22, 2021 approving the appointment of Dr. Chandra Kanta Samal, Assistant Professor as Liaison Officer (SC/ST) for a period of two years with effect from 01.04.2021.
20. Receipt of the letter No. CS-SDC/108/2021/UR-ANDC/504 (i) dated March 16, 2021 from the Assistant Registrar, University of Delhi South Campus conveying the approval of the Vice-Chancellor, University of Delhi for re-Nomination of Professor Indranil Dasgupta as University Representative on the Governing Body of the college from 27.03.2021 to 26.03.2022.
21. Action of the Chairperson, Governing Body vide note dated April 5, 2021 approving the re-appointment of 54 ad-hoc teachers for a period of 120 days from their date of joining.
22. Action of the Chairperson, Governing Body, approving the extension of the term of Dr. Ravi Toteja as Officiating Principal for a further period of 6 months beyond May 31, 2021 as per University of Delhi's Ordinance XVIII 7(3). Accordingly, the University of Delhi South Campus vide letter No. CS-SDC/Prin-ANDC/2021/910 dated June 2, 2021 approved the extension for a period of 6 months with effect from 01.06.2021.
23. Action of the Chairperson, Governing Body vide note dated June 4, 2021, approving the Sabbatical Leave to Dr. Mamta Bhatia, Associate Professor in the Department of Physics for a period of nine months with effect from July 2021.
24. Action of the Officiating Principal vide note dated June 11, 2021, appointing Dr. Seema Gupta, Associate Professor in the Department of Chemistry as Liaison Officer (ESW) as per the seniority.
25. Action of the Chairperson, Governing Body vide note dated June 22, 2021, nominating Ms. Lalita Agarwal as Governing Body Nominee on the Internal Quality Assurance Cell (IQAC) as per the norms of NAAC.
26. Action of the Chairperson, Governing Body vide note dated June 24, 2021, granting permission to advertise the following non-teaching posts.

1. Laboratory Attendant	-	21
2. Senior Technical Assistant (Computers)	-	05
3. Office Attendant	-	01
4. Librarian	-	01
5. Senior P.A. to Principal	-	01

27. Action of the Chairperson and Officiating Principal for re-appointment of Adhoc/Contractual employees as per the details given below:

S.No.	Name	Department	Date of appointment	Date of expiry of current appointment
1	Mr. Tarun Sharma	Computer Science	22.12.2020 23.03.2021	20.03.2021 19.06.2021
2	Mr Sanjay Sangwan	System & Network Administrator	27.07.2020 28.01.2021	26.01.2021 27.07.2021
3	Ms. Laxmi	MTS	21.07.2020 22.01.2021	20.01.2021 21.07.2021
4	Mr. Rajeev	MTS (Laboratory)	31.08.2020	28.02.2021
5	Mr. Arjun	MTS (Laboratory)	31.08.2020	28.02.2021
6	Mr. Harshal Vishnoi	MTS (Laboratory)	31.08.2020	28.02.2021
7	Mr. Praveen Singh Rawat	MTS (Laboratory)	31.08.2020	28.02.2021
8	Mr. Suresh Kumar	MTS	10.08.2020	09.02.2021
9	Ms. Sumitra Devi	Zoology	01.10.2020	31.03.2021
10	Mr. Rohtash Singh Nagar	Physics	01.10.2020	31.03.2021
11	Mr. Bharat Bhushan	Physics	01.10.2020	31.03.2021
12	Mr. Vikas Rathi	Physics	01.10.2020	31.03.2021
13	Mr. Girish	WFC Computer	01.10.2020	31.03.2021
14	Mr. Dharmendra Kumar	BMS	01.10.2020	31.03.2021
15	Mr. Pankaj Singh Bisht	Electronics	01.10.2020	31.03.2021
16	Mr. Dharmender Manjhi	Computer Science	01.10.2020	31.03.2021
17	Mr. Amarjeet Singh	Chemistry	01.10.2020	31.03.2021
18	Mr. Ram Kumar Singh	STA	29.09.2020	28.03.2021
19	Mr. Jayanta Sarswat	BMS	17.09.2020	16.03.2021
20	Mr. Manoj Kumar	Computer Science	14.09.2020	13.03.2021
21	Mr. Ravinder Kumar	MTS (Laboratory)	02.12.2020	01.06.2021
22	Mr. Bharat Kumar	MTS	11.12.2020	10.06.2021

B. Considered & approved

1. The report of the Committee constituted by the Governing Body at its meeting held on December 9, 2020 in the matter of the financial misconduct by Mr. Rakesh Kumar Dubey, Laboratory Assistant in the Department of Physics of the college.

1. Recovery of the amount claimed for CEA i.e. Rs. 2,79,000/- with 2% penal interest. It was decided that Mr. Dubey shall be given option to pay the amount in one instalment or as Rs 20,000/- in 14.25 Months.
2. No claim of CEA would be given for the said period.
3. Warning to be issued for further conduct.
4. Written apology from Mr. Rakesh Kumar Dubey.

2. The report of the Committee constituted by the Governing Body at its meeting held on December 9, 2020 in the matter of ANDC inStart Foundation (AiF).

The committee tabled the minutes of its meeting (Annexure-1) along with the mail of Professor Mridula Gupta (Annexure-2). The GB members deliberated on the issue and unanimously decided to continue with the incubator in the College. GB also unanimously appreciated the concept of incubator in the College. In order to bridge the gap between the College and AiF following was decided

1. To have a formal Memorandum of Understanding (MoU) between the College and AiF and to make the Principal, Bursar and Treasurer of GB as ex- officio members of the Board of Directors.
2. Third party independent audit to be carried out.
3. To procure guidelines of working of incubator from other colleges.
4. To seek professional advice in preparing MoU and guidelines.
5. Committee to be constituted to bridge the gap between institution and the incubator and to frame guidelines for efficient working of AiF in the College. Following are the members of the committee:

- (i) Ms. Lalita Agarwal, Member, GB (Convenor)
- (ii) Prof. Mridula Gupta, University Representative, GB
- (iii) Mr. Jitender Singh, Treasurer, GB
- (iv) Mr. Prem Bhargav, Member GB
- (v) Prof. Ravi Toteja, Offg. Principal
- (vi) Dr. Geetu Gambhir, Bursar
- (vii) Dr. Amit Garg, Director AIF
- (viii) Dr. Sandeep Kr. Goel, Director AIF
- (ix) Dr. Anupama Shukla, Teacher Representative, GB

3. Request of Mr. Ravinder Kumar Sagar, Assistant Professor in the Department of Zoology for the grant of Study leave for pursuing Ph.D. degree from Jamia Hamdard University, New Delhi for a period of three years with effect from August 2021.

Mr. Ravinder Kumar Sagar joined as Lecturer in the Department of Zoology of the college on substantive basis with effect from July 16, 2005. Accordingly he has completed 16 years of continuous service in the college.

The University of Delhi rules for the grant of Study leave annexed.

The Governing Body considered the application of Mr. Ravinder Kumar Sagar for the grant of Study Leave and resolved to approve his request for study leave.

4. The workload of the teaching for the academic year 2021-2022 (Odd Semester). The Department-wise details are given below:

(a)	Biomedical Science	-	09
(b)	Botany	-	12
(c)	Chemistry	-	16
(d)	Commerce	-	13
(e)	Computer Science	-	13
(f)	Economics	-	01
(g)	Electronics	-	08
(h)	English	-	02
(i)	EVS	-	01
(j)	Mathematics	-	16
(k)	Physical Education	-	02
(l)	Physics	-	21
(m)	Zoology	-	<u>14</u>
Total			128

The Governing Body discussed the matter and resolved to approve the teaching workload for the academic year 2021-2022.

5. Confirmation of services of Mr. Vaneet Kumar, MTS-Laboratory, Department of Physics of the college with effect from 10.09.2018.

Mr. Vaneet Kumar was appointed as MTS-Laboratory on 10.09.2018 on compassionate grounds against his father, Mr. Pritam Chand, Driver who expired on 31.03.2018. His services are satisfactory.

The Governing Body approved the confirmation of services of Mr. Vaneet Kumar w.e.f. 31.03.2018.

6. Starting of an Add-on course in Professional Skill Enhancement Course on Learning Bioinformatics and its Application in Publication as suggested by the IQAC of the college.

The Governing Body at its meeting held on December 9, 2020 considered starting this course and asked to submit the details of the course, fee, benefits to the college were sought by the Governing Body.

The details of course content and course fee etc are annexed.

1. The course was approved for one time initially for ANDC students only.
2. Review will be done after students' feedback to ensure the quality of the course
3. Some honorarium may be considered by the college for the coordinator Prof. Seema Makhija.

(IV) Accounts:

A. Reported & approved:

1. Receipt of the letter No. DHE-03(01)/100/GIA/2020-21/Pt.File-II/766-775 dated March 11, 2021 from the Head Office, Directorate of Higher Education, Govt. of NCT of Delhi conveying the sanction of competent authority for release of 4th/Final Instalment Grant-in-aid of Rs. 10,62,21,663/- for GIA Salaries and Rs. 76,84,904/- towards other than salaries.
2. Action of the Chairperson, Governing Body vide note dated March 23, 2021, directed the college to release salary to the teaching and non-teaching staff instead of refund of the Society funds of Rs. 5.5 crores, which were borrowed by the college earlier.
3. Action of the Chairperson, Governing Body, approving the name of M/s. BAGS & Co for auditing the accounts of financial year 2020-2021.

B. Considered and approved:

1. Action Taken Report on the audit report of Examiner, Local Fund Accounts for the years 2017-2018 & 2018-2019.

The Governing Body discussed the audit report and resolved to approve the same.


2. Revision of remuneration of Guest teachers of Foreign Languages courses as per the UGC/DU guidelines from Rs. 1000/- per class to Rs. 1500/- per class.

The college is running the following Foreign Languages in the college.

- (a) Certificate Course in German, French and Spanish
- (b) Diploma Course in German and French
- (c) Advance Diploma in Spanish.

The Governing Body approved the remuneration of Rs. 1,500/- per class with capping of Rs. 50,000/- per month as per the university payment norms.

Any other matter with the permission of the Chair.


Chairperson
Governing Body


Officiating Principal (Member Secretary)

**ACHARYA NARENDRA DEV COLLEGE
(UNIVERSITY OF DELHI)**

**MINUTES OF THE MEETING OF THE COMMITTEE CONSTITUTED BY THE
GB TO DISCUSS THE FUNCTIONING OF THE INCUBATION CENTRE- AIF
HELD ON 09.07.2021 AT 11 AM**

The following were present in the meeting:

- 1.1. Prof. Mridula Gupta, UR
 - 1.2. Mr. Jitender Singh, Treasurer
 - 1.3. Dr. Anupama Shukla, TR and Convenor
 - 1.4. Dr. Amit Garg, Director of AiF, Invited Member
2. The committee members discussed the matters related to the Establishment of the Incubation Centre AiF, its structure and present situation. After going through the report submitted by AiF and the information available about this scheme and additional documents presented by Dr. Amit Garg, the committee members further deliberated on the subject.
3. Establishment of AiF :
- 3.1. The Government of NCT of Delhi has formulated a policy under which it has given grants to Higher Education Institutions for 'Promoting entrepreneurship amongst youth of Delhi'. Thereafter, in the second phase, on 29th December 2016, Acharya Narendra Dev College got approval and was sanctioned a grant of Rs. 1.5 Crores to set up an incubation center.
- 3.2. AiF was formed in June 2017, as a Non Profit Private Company (Under section 8) and the grant funds were transferred to this Company.
- 3.3. However the GNCTD December 2018 report (**Annexure 1**) also states that funds have been given to **ANDC**. The committee members wanted to know by what order/directive a section 8 company had been incorporated.
- 3.4. In response, the following documents were submitted by Dr. Amit Garg.
- 3.4.1. Sanction Order received by ANDC on 06/01/2017 from GNCTD for a Grant of Rs.1.5 crores for the project to establish an incubator centre in ANDC (**Annexure 2**)
- 3.4.2. Sanction Order dated 22/10/2020 received by ANDC from GNCTD for grant of Rs.21,41,546/-(**Annexure 3**)
- 3.4.3. Minutes of the meeting of the DTTE GNCTD held on 22/04/2016 to discuss the modalities to establish Incubation Centers initially in 6 institutes. (**Annexure 4**)

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- 3.4.4. Minutes of the meeting of the DTTE GNCTD held on 30/06/2016 to discuss the progress in respect of establishment of Incubation centers in 6 institutions. **(Annexure 5).**
- 3.4.5. Authorization letter by the then Principal Dr. Savithri Singh for the formation of a Section 8 Company and nominating Mr. Sanjay Vohra as the **Authorised Representative of ANDC** and Dr. Amit Garg as the **nominee of ANDC** for the formation of the said company. **(Annexure 6)**
- 3.4.6. Minutes of the meeting of the GB, ANDC dated 26/09/2017 with Notes of Approval of chairman on 16/02/2017 granting permission to open a separate Bank account for managing the funds of this grant and ,the Note on 21/02/2017 giving permission to establish a Section 8 Company with the Proposed name "In Start Foundation @ ANDC". **(Annexure 7)**
- 3.5. Observations/questions based on documents submitted under 3.4:
- 3.5.1. Document at Annexure 4, clearly mandates that (i) The **Institution /college** will create a section 8 company and (ii) The institute would appoint a CEO for functioning the Incubator.
- 3.5.2. There is no document on record to show the approval from GB, ANDC for the appointment of the six directors of the Company. Also, documents authorizing the functioning of AiF independent of ANDC are not present.
- 3.5.3. The CEO was appointed by AiF and not by ANDC, contradicting the mandate of GNCTD as contained in Annexure 5.
- 3.5.4. Mr. Jitender Singh wanted to know if these directors were appointed for life. *(unanswered)*
- 3.5.5. Prof. Mridula Gupta wanted to know if there could be addition of directors from the GB/Principal/External experts. She also asked if a system of Floating Directors had been considered. Dr. Amit Garg informed that there can be a total of 16 directors.
- 3.5.6. Dr. Anupama Shukla asked for the Articles and Memorandum of Association of AiF to understand the functioning of the AiF.(To be supplied by Dr. Garg)
4. On functioning of AiF and report submitted earlier:
- 4.1. Prof. Mridula Gupta wanted to know how students were made aware of AiF.
- 4.2. On being told there weren't any advertisements/notices, the committee wanted to know how, in their absence, the existence of this fund was communicated to students.

Contd...P/3...

- 4.3. Dr. Amit Garg said that initially it was put on the College Website but not anymore. He said that those who are interested to form a start-up, find out by some means or the other.
- 4.4. Mr. Jitendra Singh wanted to know how many applicants had been screened. Dr. Garg informed that 71 applications have been screened.
- 4.5. Mr. Jitendra Singh wanted to know how the incubatees were selected. Dr. Amit Garg informed that all of the selection was done by a 5 member Committee composed of the CEO, a Director and 3 external experts.
- 4.6. Dr. Anupama Shukla wanted to know how and by whom the equity and the funding amount to the incubatees were decided.
- 4.7. The example of WEPARK was presented where INR 15,00,000/- has been committed for 2.3% equity, which values the company at more than 6.5 crores. Most incubatees were valued similarly, however there were no records of returns on these startups.
- 4.8. Dr. Anupama Shukla inquired about a particular company called "Elpida Notebooks" inducted in March 2018, seed funding 5 lac, equity 10%, the website of which was found to be a dummy website where no orders could be placed.
- 4.9. Dr. Amit Garg said that all businesses have been affected due to the Corona Pandemic.
- 4.10. Mr. Jitendra Singh wanted to know how the progress of incubatees was monitored. *(answer awaited)*

5. Recommendation or Way forward discussed by the committee:

- 5.1. Prof. Mridula Gupta asked Dr. Anupama Shukla to obtain the documents pertaining to the setting up of the Incubation Centre in the College.
- 5.2. To take appropriate Steps to bridge the gap between AiF and ANDC by making ANDC its primary stakeholder.
- 5.3. This may include amending the Articles of association of AiF to give power to ANDC to appoint/remove directors which authority at present rests with Dr. Garg and Mr. Vohra.
- 5.4. MoUs may be signed by ANDC and AiF which can then be made part of the Articles of Association of AiF.
- 5.5. An independent audit be done by ANDC for the funds that have been handled till now, since college has not been part of the functioning of AiF.



Fwd: Minutes of the meeting held on 9th July,2021

Dr. Anupama Shukla <anupamashukla@andc.du.ac.in>
To: principal@andc.du.ac.in

Tue, Jul 13, 2021 at 12:25 PM

----- Forwarded message -----

From: **Dr. Anupama Shukla** <anupamashukla@andc.du.ac.in>
Date: Mon, 12 Jul 2021, 2:46 pm
Subject: Minutes of the meeting held on 9th July,2021
To: Mridula Gupta <mridula@south.du.ac.in>, Jittender Singh <jsinghsk3@gmail.com>

Dear Sir/Madam,
PFA, the minutes of the meeting for your perusal.

Thank you,
Anupama Shukla,
TR, ANDC

 **MINUTES_AS.docx**
24K

Dr. Anupama Shukla <anupamashukla@andc.du.ac.in>
To: principal@andc.du.ac.in

Tue, Jul 13, 2021 at 12:25 PM

----- Forwarded message -----

From: **Mridula gupta** <mridula@south.du.ac.in>
Date: Mon, 12 Jul 2021, 4:57 pm
Subject: Re: Fwd: Minutes of the meeting held on 9th July,2021
To: Mridula Gupta <mridula@south.du.ac.in>, Dr. Anupama Shukla <anupamashukla@andc.du.ac.in>, Jittender Singh <jsinghsk3@gmail.com>

Dear Sir/Madam,

Some of my observations wrt out meeting/minutes

1. To my understanding, in discussion with Dr Amit Garg, he had cleared most of the points and the question is who authorized whom for what was missing and same was to be looked from the records from the office of the ANDC. (If documents are not available then are we dobting the intergirty of the person who are appointed or by whom were they appointed. In that case GB should call the then Principal and question her for selecting the current board of directors as Section 8 company was formed by the ANDC authorization letter signed by the then Principal).

2. Regarding appointment of CEO, the company must have followed the rule as other starts ups were doing. So for that i would suggest the adv from other institutes who were given same mandate should be checked. As per the documents avaialable the then principal was a part of that selction committee too.

3. As per the reports the valuation of the start up are done by experts in that relevant field based on model created by the experts and not randomly

4. The mandate of this committee was to have a coordination between start up and college and not to manifest power from one person to other person. Also in these companies power is with board of director and not individuals.

Kindly refer to point no 5.3 of the minutes

This may include amending the Articles of association of AiF to give power to ANDC to appoint/remove directors which authority at present rests with Dr. Garg and Mr. Vohra.

I think i have never supported this idea. I have categorily said that i strongly recommend that Principi ANDC be an ex-officio board of director of this AiF so that whatever is happening in this AiF he or she is aware. Dr Amit Garg had pointed that if Principal is one of the directors then then board will select him or her as chairperson. Then also power will not be with chairperson it will be with the board.

5. We may recommend separate audit but i am not in favour as Dr Amit Gard told that all audits are done by CA appointed by GNCTD/DTTE. So what is need for separate

Dear Sir/Madam,
PFA, the minutes of the meeting for your perusal.

Thank you,
Anupama Shukla,
TR, ANDC

--

Regards

Mridula Gupta M.Tech Ph.D | मृदुला गुप्ता, एम.टेक, पी.एच.डी.
Professor & Head | प्राध्यापक और प्रमुख
Department of Electronic Science | इलेक्ट्रॉनिक विज्ञान विभाग
University of Delhi South Campus | दिल्ली विश्वविद्यालय दक्षिणी परिसर
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