

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

GOVERNING BODY MEETING

Date: Thursday, June 16, 2022 at 2.30 P.M.

Place: Acharya Narendra Dev College, Govindpuri, Kalkaji, New Delhi.

MINUTES

Minutes of the meeting of the Governing Body held on June 16, 2022 in the committee room of the college.

The following members were present:

- | | |
|------------------------------|--|
| 1. Mr. Anil Kumar Saini | (in the Chair) |
| 2. Ms. Lalita Agarwal | Treasurer |
| 3. Mr. Jitender Singh | |
| 4. Dr. Dinesh Kumar | |
| 5. Dr. Pritam Baruah | |
| 6. Dr. (Mrs.) Vaishali Singh | |
| 7. Professor Mridula Gupta | - University Representative |
| 8. Professor Rajeev Kaul | - University Representative |
| 9. Dr. Sunita Jetly | - Teacher Representative |
| 10. Professor Gagan Dhawan | - Teacher Representative |
| 11. Professor Ravi Toteja | - Officiating Principal (Member Secretary) |
| 12. Dr. Geetu Gambhir | - Bursar (Special Invitee) |
| 13. Mr. Diwakar Bhardwaj | - Non-teaching Representative
(Special Invitee) |

The Chairperson, introduced and welcomed Professor Rajeev Kaul, who is University Representative in the Governing Body.

- I. Minutes of the Meeting were confirmed with the modification as suggested by Senior Professor Mridula Gupta. (Annexed)
- II. Action Taken Report on Minutes of the meeting of the Governing Body meeting held on March 9, 2022

Administration:

- (a) The estimate of Rs. 15,74,100/- towards Civil works to stop the leakage of water and seepage at various places in the college building during the rainy season has been sent to the Directorate of Higher Education, Govt. of NCT of Delhi

for the grant administrative approval and sanction of funds vide college letter No. ANDC/2022/2295 dated March 25, 2022.

Notified the committee constituted by the Governing Body to oversee the PWD and maintenance works of the college (Item No. 1 considered and approved.).

- (b) Notified the committee constituted by the Governing Body to bridge the gap between the college and ANDC inStart Foundation (AIF) (Item No. 2 considered and approved).
- (c) Professor Sarita Kumar, Professor in the Department of Zoology has been relieved to avail the Sabbatical leave granted by the Governing Body (Item No. 3 considered and approved).
- (d) The process of the installation Solar Panels in the college has been initiated (Item No. 9, considered and approved).
- (e) The appropriate reply of the college has been sent to the University of Delhi with regard to the permanent appointment of Dr. Satyapal Singh on the basis of achievements in Sports. (Item No. 13 considered and approved).
- (f) The proposal for the extension of the term of appointment of Professor Ravi Toteja as Officiating Principal of the college has been sent on monthly basis as per the University of Delhi guidelines.

Accounts:

- (a) As per the decision of the Governing Body, the profiles of chartered accounts were obtained and prepared a comparative study and placed before the Chairperson, Governing Body, for appointing a chartered accountant. The Chairperson, Governing approved the appointment of M/s. BAGS & Co for auditing the accounts for the year 2021-2022 (Item No. considered and approved).

III. Administration:

A. Considered and approved:

1. Report of the Committee constituted by the Governing Body to bridge the gap between Acharya Narendra Dev College and ANDC in-Start Foundation (AIF).

Dr Pritam Baruah, Member, Committee constituted by the Governing Body presented a report of the committee constituted to bridge the gap between the College and ANDC inStart Foundation (AIF). **Report annexed.**

The report was unanimously accepted by the Governing Body members. It was also decided to constitute a committee of the following members to look into the letter received from Dr Yasheshwar.



- i. Sr. Professor Mridula Gupta
- ii. Mr Jitender Singh
- iii. Dr Pritam Baruah
- iv. Mr. Satish (AO from DHE)

It was also decided to initiate the process recommended in the report immediately.

The Governing Body also applauded the efforts of present Directors.

2. Receipt of the letter No. CS-SDC/2022/112/7th CPC-ANDC/878 dated April 13, 2022 from the Deputy Registrar, University of Delhi South Campus seeking clarification in terms of the grant of study leave to Mr. Sanjay Vohra, Instructor/P.O. in the college to pursue Post-graduation in Food Science.

The Governing Body of the college at its meeting held on March 8, 2022 granted study leave to Mr. Sanjay Vohra, Instructor/P.O. (Sericulture) for pursuing Post-graduation in Food Science. Accordingly, he was successfully completed the programme.

Recently, the college has sent his case for fixation of pay as per the 7th Central Pay Commission recommendations. The University of Delhi after scrutiny of his service book, sought clarification that the clarification the study was useful in his duty. A copy of the letter has been marked to Mr. Sanjay Vohra for observations. Mr. Sanjay Vohra vide letter dated June 13, 2022 has submitted his observations..

The Governing Body unanimously accepted the reply of Mr Sanjay Vohra and advised to send the communication to the University as per the reply received from Mr Sanjay Vohra.

3. Appointment of the Bursar.

The Ordinance XVIII 4(2) for the appointment of Bursar is quoted below:

The Governing Body, on the recommendation of the Principal, shall appoint a Bursar who shall be a member of the teaching staff and who shall assist the Principal in the maintenance of accounts and in the day-to-day financial affairs of the college. The Principal and Bursar shall jointly operate the Bank account within the budget estimates relating to maintenance grant items duly approved by the Governing Body.

The Governing Body discussed the matter and members were of the opinion that since the process of appointment of permanent principal has started and very soon the College will have regular permanent principal, so appointment of new bursar will affect the functioning of the College.

The Governing Body unanimously resolved to extend the term of present Bursar, Dr. Geetu Gambhir for a period of one year beyond June 30, 2022.

4. Establishment of Learner Support Centre for conducting Academic Counselling sessions (PCP classes) for School of Open Learning, University of Delhi.

The School of Open Learning (SOL) would like to establish Learner Support Centre for the students of the SOL, in the college. For this some academic, administrative and logistic support would be required from the College for academic counselling sessions (PCP classes) smoothly during Saturdays, Sundays & Holidays and conducting examinations.

The Governing Body discussed the matter and resolved to grant permission for opening of Learning Support Centre of School of Opening Learning, University of Delhi in the College.

5. Request of Dr. Harita Ahuja, Associate Professor in the Department of Computer Science of the college for the grant of 26 weeks of paid maternity leave under surrogacy norms

Dr. Harita Ahuja is blessed with twins via surrogacy on June 3, 2022 and she is commissioning mother.

The Governing Body deliberated the matter and resolved to seek clarification about rules of University of Delhi in case of maternity leave in surrogacy. In principle, it was decided to grant maternity leave to Dr. Harita Mehta from June 04, 2022 after seeking clarification from the University of Delhi.

6. Minutes of the meeting of the Sports Committee for starting of the Sports Academy in the college.

The Governing Body discussed the matter and resolved to constitute a committee of the following members to look into details of opening of sports academy in the College:

- i. Dr. Chaman Singh (Convenor, Sports Committee)
- ii. Dr Satyapal Singh, Assistant Professor, Physical Education
- iii. Dr Sunita Jetly, Teacher Representative on the Governing Body
- iv. Mr. Diwakar Bhardwaj, Non-Teaching Nominee on the Governing Body

B. Reported and approved:

1. Receipt of the letter No. CS-SDC/108/2022/UR-ANDC/225 (ii) dated March 9, 2022, the Deputy Registrar, University of Delhi South Campus conveying the approval of the University of Delhi to the appointment of Professor Rajiv Kaul as University Representative on the Governing Body of the college for a period of one year with effect from 27.03.2022 to 26.03.2023 in place of Professor Indranil Dasgupta.
2. Action of the Chairperson, Governing Body, vide note dated March 21, 2022, grating permission for re-appointment of 50 ad-hoc teachers for a period of four

months with usual break on March 29, 2022. Accordingly, these teachers rejoined on March 30, 2022.

3. Action of the Chairperson, Governing Body, vide note dated March 21, 2022, granting permission for re-appointment of 12 contractual non-teaching staff after usual break.
4. Projector installed in the Room No. 34 was stolen. The cost of projector has been recovered from Security Agency M/s. SIS.
5. Action of the Chairperson, Governing Body, vide note dated April 25, 2022, granting permission for re-appointment of 10 ad-hoc teachers for a period of four months with usual break.
6. Receipt of the letter No. CS-SDC/Prin-ANDC/2022/244 dated March 28, 2022, CS-SDC/Prin-ANDC/2022/276 dated May 2, 2022 & CS-SDC/Prin-ANDC/2022/315 dated June 3, 2022 from the Deputy Registrar, University of Delhi conveying the approval of the University of Delhi for the extension of the term of Professor Ravi Toteja as Officiating Principal for the month of April, May & June 2022.
7. Minutes of the Committee meeting held on May 6, 2022 for oversee the PWD works and maintenance works in the college. The committee resolved to write a letter to Directorate of Higher Education to know the current status of the new land of the college at Sector 5, Rohini.

Accordingly, the college has sent a letter to the Directorate of Higher Education seeking the latest status of the file for the construction of new building at Sector 5, Rohini, Delhi. The reply is awaited.

8. Action of the Chairperson, Governing Body, vide note dated May 23, 2022, granting permission for the re-appointment of Mr. Tarun Sharma as Senior Technical Assistant on ad-hoc basis for a period of 89 days.
9. Action of the Chairperson, Governing Body, vide note dated May 23, 2022, granting permission for the re-appointment of the following two contractual staff for a period of 6 months.
 - (i) Mr. Ravinder Kumar
 - (ii) Mr. Bharat Kumar
10. Action of the Chairperson, Governing Body, vide note dated May 31, 2022, for the extension of the term of Dr. Geetu Gambhir as Bursar of the college for a period one month.
11. Action of the Chairperson, Governing Body, vide note dated May 31, 2022, accepting the resignation of Ms. Anu Preveen, Temporary Assistant Professor in the Department of Computer Science, who has resigned on personal reasons.

IV. Accounts:

A. Considered and approved:

1. Minutes of the Provident Fund Committee was held on April 29, 2022. The Committee decided that interest for the financial year 2021-2022 is as 5.74%.

The Governing Body approved the minutes of the Provident Fund Committee.

2. Balance Sheet of grant-in-aid account of the Acharya Narendra Dev College for the financial year 2021-2022.

The Governing Body approved the Balance sheet of grant-in-aid for the year 2021-2022.

3. Recoupment of Rs. 2,45,832/- towards license fee of Vendors from the Society Account to settle the outstanding audit para.

The Governing Body approved to recoup a sum of Rs. 2,45,832/- from the College Society account to settle the outstanding audit para.

4. Minutes of the Finance Committee of the college for enhancement of Fee structure of undergraduate courses, post-graduate courses for the academic year 2022-2023.

The committee proposed the enhancement of fee in the following heads:

1. General Account:

Head	Existing	Proposed
Library & Reading Room Fee	Rs. 200/-	Rs. 500/-
Electricity & Water	Rs. 300/-	Rs. 500/-
Laboratory Charges	Rs. 300/-	Rs. 800/-

2. University Fee:

Head	Existing	Proposed
University Development Fee	Rs. 600/-	Rs. 900/-

3. Society Account:

Head	Existing	Proposed
Annual Charges	Rs. 1000/-	Rs. 1500/-
College Development	Rs. 600/-	Rs. 900/-
Skill/Professional Development	Rs. 1000/-	Rs. 2000/-

4. Security Account:

Head	Existing	Proposed
Library Security (Refundable)	1000/-	2000/-

B. Reported and approved:

1. Abstract of minutes of the "SAKSHAM SCHOLARSHIP 2021-2022" Committee online meeting held on January 11, 2022.

The following students have been awarded SAKSHAM Fellowship in **any one of the categories** mentioned below:

1. Full Fee Waiver (Except Security Deposit)
2. A Stipend of Rs 1000/- per month for ten months.
3. Rs. 3000/- for stationary and photocopying for the academic year.

S. N o .	Full Name (as per college records)	Course (in which you are enrolled)	Sem ester	Full Fee waiver	10,000/-	3000/-
1	Abhishek Kumar	B.Com. (H)	I			Granted
2	Abhishek Kumar	B.Sc.(H) Comp. Sci.	III		Granted	
3	Abhishek Kumar Prajapati	B.Sc. Phy. Sci. (Elec)	I			Granted
4	Aditi Sharma	B.Sc. Life Sci.	III	Granted		
5	Aditya Raj Sah	B.Sc.(H) Comp. Sci.	III			Granted
6	Akanchha Kumari	B.Sc. Physical Sci. (Comp. Sci.)	III	Granted		
7	Akansha Kumari	B.Sc.(H) Maths.	III			Granted
8	Amal Joshy	B.Sc.(H) Chem	I			Granted
9	Amit Rathore	B.Sc. Phy. Sci. (Comp. Sci)	I			Granted
10	Anjali	B.Sc.(H) Chem	III			Granted
11	Anjali Bhadana	B.Sc.(H) BMS	V			Granted
12	Ankit	B.Sc. Phy.Sc. (Elect)	I	Granted		
13	Ayush Mishra	B.Sc.(H) Physics	III			Granted

14	Bamar Tagyung	B.Sc.(H) BMS	I	Granted		
15	Bhavna	B.Sc.(H) BMS	III	Granted		
16	Chetna Panchal	B.Sc. Phy. Sc. (Comp.Sc)	I			Granted
17	Devender Kumar	B.Sc. Phy. Sc. (Comp.Sc)	III			Granted
18	Divya	B.Sc. Phy. Sc. (Comp.Sc)	I			Granted
19	Divyam Singh	B.Sc.(H) Comp. Sci.	III			Granted
20	Hemant Singh	B.Sc.(H) Maths	III	Granted		
21	Himanshu	B.Sc. Phy. Sci. Chem)	I			Granted
22	Himanshu Rai	B.Sc.(H) Electronics	I			Granted
23	Hirday Sehgal	B.Sc.(H) BMS	III			Granted
24	Isha Das	B.Sc.(H) Maths.	III			Granted
25	Jai Gautam	B.Sc. Phy. Sc. (Chem)	III	Granted		
26	Kalyani Kumari	B.Sc.(H) BMS	III			Granted
27	Karamveer	B.Sc. Phy. Sc. (Chem)	I	Granted		
28	Kashish	B.Sc. Phy. Sc. (Chem)	I	Granted		
29	Khushi Rani	B.Sc.(H) BMS	I		Granted	
30	Kirti	B.Sc. Phy. Sc. (Elec)	III	Granted		
31	Manju	B.Com (H)	I			Granted
32	Manshi	B.Sc.(H) Zoo	III	Granted		
33	Mansi Anand	B.Sc.(H) BMS	V			Granted
34	Monu	B.Sc.(H) Maths.	II		Granted	
35	Muskan Sarawagi	B.Sc. Phy. Sc. (Chem)	III			Granted
36	Neha	B.Sc. Phy. Sc. (Chem)	I			Granted
37	Nitin Sharma	B.Sc. Phy. Sc.	III	Granted		

		(Chem)				
38	Palak Sharma	B.Sc. Phy. Sc. (Comp.Sc.)	III	Granted		
39	Pankaj Sahu	B.Sc. Phy. Sc. (Comp.Sc.)	III	Granted		
40	Pawan	B.Sc. Phy. Sc. (Chem)	V			Granted
41	Pooja	B.Sc. Phy. Sc. (Comp.Sc.)	I	Granted		
42	Prabhat Kumar	B.Sc.(H) Chem	III	Granted		
43	Prarit	B.Sc.(H) Maths	III			Granted
44	Prashant Verma	B.Sc.(H) Physics	III			
45	Prayag Yadav	B.Sc. Phy. Sc. (Chem)	III			Granted
46	Preksha	B.Sc.(H) BMS	I		Granted	
47	Prince	B.Sc.(H) BMS	I			Granted
48	Priya	B.Sc.(H) Maths	III			Granted
49	Priya Arora	B.Com. (H)	V	Granted		
50	Priyanshu Sharma	B.Sc. Phy. Sc. (Chem)	III			Granted
51	Ram Lakhan	B.Sc.(H) BMS	III	Granted		
52	Rashi	B.Sc. Phy. Sc. (Comp.Sc)	I			
53	Rekha	B.Sc (H) Botany	III	Granted		
54	Rishita	B.Sc. Phy. Sc. (Chem)	I			Granted
55	Ritika Chandel	B.Sc.(H) Zoo	V			Granted
56	Rohit	B.Sc.(H) Mathematics	III			Granted
57	Sakshi Sharma	B.Sc.(H) BMS	V			Granted
58	Sakshi yadav	B.Sc.(H) Chem	III		Granted	
59	Saloni Kashyap	B.Sc.(H) Chemistry	V			Granted

60	Sant Kumar	B.Sc.(H) Comp. Sc.	V			Granted
61	Shishpal Meghwal	B.Sc.(H) Mathematics	III	Granted		
62	Shivam Shukla	B.Sc.(H) Physics	I			Granted
63	Shiwani Kashyap	B.Sc.(H) Chem	V			Granted
64	Shruti Jha	B.Sc. Life Sc.	III			Granted
65	Shweta	B.Sc.(H) Chem	III	Granted		
66	Sonam Pal	B.Sc. Phy. Sc. (Chem)	I		Granted	
67	Sumit Kumar	B.Sc. Phy. Sc. (Comp.Sc)	V	Granted		
68	Sunny Kumar	B.Sc. Phy. Sc. (Chem)	V	Granted		
69	Sunny Tiwari	B.Sc.(H) Maths	V	Granted		
70	Suraj Sengar	B.Sc. Phy. Sc. (Chem)	III			Granted
71	Surbhi Kumari	B.Sc.(H) Maths	III	Granted		
72	Tripti	B.Sc.(H) BMS	III		Granted	
73	Vishal Kashyap	B.Sc. Phy. Sc. (Chem)	III	Granted		
74	Yashraj Aditya	B.Sc (H) Bot	III			Granted

Following applicants have been provided **Book Bank Aid under SAKSHAM**

S.No	Name	Course	Semester
1	Anjali	B.Sc.(H) Chem	III
2	Prashant Verma	B.Sc.(H) Physics	III
3	Rashi	B.Sc. Phy. Sc. (Comp. Sc)	I

2. Abstract of minutes of the "Abhinav Halen Scholarship 2021-2022" Committee online meeting held on February 7, 2022. The following two students have been awarded Scholarship:

S.No.	Name	Course	Amount (Rs.)
(a)	Mr. Sagar Bisht	B.Sc. (H) Electronics IIIrd Year	15000/-
(b)	Mr. Prashant Kumar	B.Sc. (H) Electronics Ist Year	15000/-

3. Abstract of minutes of the "Asha Walia Memorial Scholarship 2021-2022" Committee online meeting held on February 8, 2022. The following student has been awarded Scholarship:

S.No.	Name	Course	Amount (Rs.)
(a)	Ms. Swati	B.Sc. Life Sciences IInd Year	6000/-

4. Abstract of minutes of the "Urmil Gupta Memorial Scholarship 2021-2022" Committee online meeting held on February 8, 2022. The following student has been awarded Scholarship:

S.No.	Name	Course	Amount (Rs.)
(a)	Mr. Nand Kishore Ahirwar	B.Sc.(H) Chemistrys IInd Year	6000/-

5. Abstract of minutes of the "Dr. Saumya Saxena Memorial Scholarship 2021-2022" Committee online meeting held on February 9, 2022. The following student has been awarded Scholarship:

S.No.	Name	Course	Amount (Rs.)
(a)	Ms. Vridhi Singh	B.Sc. (H) Botany IInd Year	10,000/-

6. Abstract of minutes of the Shradhdhanjali: Dr. Saumya Saxena Student's Endowment Scholarship 2021-2022" Committee online meeting held on February 9, 2022. The following student has been awarded Scholarship:

S.No.	Name	Course	Amount (Rs.)
(a)	Mr. Jatin	B.Sc. (H) Botany IIIrd Year	6,000/-

7. Abstract of minutes of the "Teena Gupta Memorial Scholarship 2021-2022" Committee online meeting held on April 21, 2022. The following students have been awarded Scholarship:

S.No.	Name	Course	Amount (Rs.)
(a)	Mohd Mukhtar Ansari	B.Sc. (H) Electronics IIIrd Year	6000/-
(b)	Mr. Rohit Maurya	B.Sc. (H) Electronics IInd Year	6000/-
(c)	Mr. Chandan Kumar	B.Sc. (H) Electronics Ist Year	6000/-
(d)	Mr. Vishal Gupta	B.Sc. (H) Electronics Ist Year	6000/-
(e)	Mr. Devender	B.Sc. Physics Science (Computer Science) IInd Year	6000/-
(f)	Mr. Amit Rathore	B.Sc. Physical Science (Computer Science) Ist Year	6000/-

8. Abstract of minutes of the "Krishna Toteja Memorial Scholarship 2021-2022" Committee meeting held on April 22, 2022. The following students have been awarded Scholarship:

S.No.	Name	Course	Amount (Rs.)
(a)	Ms. Sanskriti	B.Sc. (H) Zoology IInd Year	6000/-

9. Abstract of minutes of the "Smt. Snehalata Gupta Fellowship 2021-2022" Committee meeting held on April 22, 2022. The following students have been awarded Scholarship:

S.No.	Name	Course	Amount (Rs.)
(a)	Mr. Kapil Kumar Rathore	B.Sc. (H) Chemistry IInd Year	5000/-

10. Receipt of the letter No. DHE-9(36)/AMS/2017-19/1999=2017 dated April 18, 2022 from the Deputy Direction, Higher Education, Govt. of NCT of Delhi conveying the sanction of Rs. 90,0000/- towards payment of award to the following 09 topper meritorious students of the college for the academic session 2020-2021.

S.No.	Name	Course	Amount (Rs.)
(a)	Mr. Jayant Wadhwa	B.Com (H) Ist Year	10,000/-
(b)	Ms. Meghna Bisht	B.Sc. (H) Chemistry Ist Year	10,000/-
(c)	Ms. Tanya Chopra	B.Sc. (H) Chemistry Ist Year	10,000/-
(d)	Ms. Anushka Jain	B.Sc. (H) Computer Sci. IInd Yr.	10,000/-
(e)	Ms. Priya Singh	B.Sc. (H) Computer Sci. IInd Yr.	10,000/-
(f)	Mr. Rishi Sarbobhoum	B.Sc. (H) Computer Sci. IInd Yr.	10,000/-
(g)	Mr. Sant Kumar	B.Sc. (H) Computer Sci. IInd Yr.	10,000/-
(h)	Ms. Suruchi Verma	B.Sc. (H) Computer Sci. IInd Yr.	10,000/-
(i)	Ms. Bindu	B.Sc. (H) Physics IInd Yr.	10,000/-

11. Receipt of the letter No. DHE-9(06)/100%/GIA/ANDC/2022-23/2043-52 dated April 19, 2022 from the Deputy Direction, Higher Education, Govt. of NCT of Delhi conveying the sanction of Rs.42,50,000/- (Grant-in-aid General) and Rs. 10,25,00,000/- (Grant-in-aid Salary) towards Ist Installment of the current financial year 2022-23.

V. Academic Report:

Impact of the Covid-19 pandemic has been felt disproportionately on all. Online studies and examinations, lockdowns, teaching-learning process from home, dependence on internet have become the new normal. Even in these gloomy circumstances over the past two years, all the stake holders worked tirelessly for the growth of the institute. This year's report is all about capturing this very dynamic quality and positive energy exhibited by the stakeholders. Student's under the guidance of faculty members have created **Virtual Labs** for Physical Sciences, Computer science, Biological Science and Chemistry which is now linked to the college's website (URL: <https://www.vlab.andcollege.du.ac.in/>). So far, 10 experiments have been uploaded with self explanatory content including animation and simulations.

Acharya Narendra Dev College has been accredited with a score of 3.31 and Grade 'A' by NAAC. The college has also been ranked as the 19th Best Science College

in India in 2021 and 21st rank in The Week 2021 survey besides garnering 20th position under the National Institutional Ranking Framework (NIRF) of Ministry of Education, Govt. of India. Seven Departments of the college have been recognized for DBT Star Status. Under Star Status, seven departments of the college has received a non-recurring grant of 1,05,00,000/- and 5,00,000/- recurring grant for three years to the. Over the year the college has continued to attract extra-mural project funding from Government funding agencies including – DST, ICMR, SERB and MERA INDIA Project to name a few.

College is working tirelessly on its flagship scheme, *Unnat Bharat Abhiyan* (UBA) of Government of India Under UBA scheme, the college has adopted five rural areas in South Delhi: Khanpur, Govindpuri slum area, Okhla industrial area, Pul Prahlad and Tajpur Pahari, Badarpur. The College has started Skill enhancement courses like Web-designing entitled 'Web Developer' under the scheme of Skill Hub India Program and Mushroom Culture Facility under DBT Scheme. New Facilities like Mushroom Research and Skill Development Centre, BCL-II and Zebra fish culture facilities have been created this year.

The College has carried out all the due promotions. The promotions included that of 14 faculty members from Stage I to Stage II, 22 faculty from Stage II to Stage III, 18 faculty members from Assistant to Associate Professors and 16 faculty members from Associate to Professors. This year faculty has published 80 publications in peer reviewed international and national journals of repute over the last year and 14 Books/Book Chapters in the last year. Further, 13 faculty members continue to serve as Editor(s)/ Member(s) of Editorial Boards of esteemed journals. This year College has organized two International Conferences, 3 outreach programmes, more than 30 Seminars/Webinars, and about 15 workshops. The faculty has made presentations at National and International level. This year seven students have been awarded their Ph.D. degree. This year, more than 10 postgraduate students of various esteemed Universities did their internship under the mentorship of ANDC faculty. In addition to this, school students were also trained by the College faculty.

The College has been successful in getting National/International MoUs signed between the following:

- With Auburn University at Montgomery in 2021 for teaching learning paedagogy
- With National Institute of Immunology under *Science Setu* in 2022 to organize Faculty development and student oriented programs.
- With Creative Commons. ANDC is affiliate of Creative Commons in India since 2013. It's Creative Commons Global Network (CCGN) membership was reinstated in 2018 and is continued in the current academic year.

- ANDC since 2010 continues to be an active member of SPIE (Society of Photo-Optical Instrumentation Engineers, USA) Students' Chapter. The SPIE student members have been working to develop projects, kits and activities, which can be employed to improve the effectiveness of outreach activities.
- With Translational Health Science and Technology Institute (THSTI), Faridabad for *Science-Setu* programme in 2018 – 19 academic year. The programme was initiated to bridge the gap between classroom science teaching and research. Scientists from THSTI actively share their research interests with undergraduate students and provide opportunities to students to work on short-term projects at THSTI under their guidance.
- SWAYAM NPTEL Local Chapter was established in ANDC in 2019 and 466 students and faculty from different departments of the college registered for various courses.

This year 22 final year students have been placed in well-known MNCs including, Royal Bank of Scotland, Connection Media and Workgen Ltd, despite the bleak employment scenario existing worldwide.

Faculty members powered by their unstinting commitment have garnered many an award/s for excellence. Some of them include:

- Dr. Gagan Dhawan, Department of Biomedical Science is felicitated with the prestigious award Alexander Fleming Excellence Award 2022 and "Strada Scholarship for Emerging Leaders" to pursue Executive MBA. Inducted as 'IoE Fellow', Delhi School of Skill Enhancement and Entrepreneurship Development (DSSEED), Institution of Eminence, University of Delhi. Appointed as a 'Grant Reviewer' by Engineering and Physical Sciences Research Council (EPSRC), United Kingdom for reviewing a research proposal submitted by a team at Imperial College London, UK
- Professor Charu. K. Gupta, Department of Botany has been awarded Meritorious Teachers' Award 2021.
- Dr Dinesh K Arya is a proud recipient of Proud Indian Inspiring Teacher Award 2022 and INDO-ASIAN Research Excellence Award 2022.
- Dr Geetu Gambhir and Prof Sunita Hooda had received National Distinguished Researcher Award 2021 in recognition of consistent superior performance in Polymer Chemistry by International Multidisciplinary Research Foundation (IMRF) Institute of Higher Education, Vijaywada, Andhra Pradesh, India and International Distinguished Education Excellence Award 2021 in Environment Chemistry, Global Annual Education & Research Excellence Awards by Centre for Professional Advancement, Vijayawada, India.

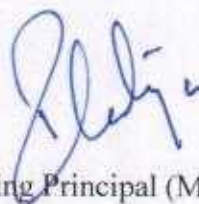
- Prof Sarita Kumar, Department of Zoology is a recipient of S. K. Mahajan Award 2021 for Popularization of Scientific Pursuit, HBCSE, TIFR, Mumbai
- Dr Sunita Jetly, Department of Biomedical Science has been Conferred with HCL foundation Award for social work

The high standard set by faculty has been emulated by the students in academic field. Fifty-three students of the college have bagged merit positions in University examinations and Fifty six got merit positions at South Campus level. Four students have been selected for INSPIRE Fellowship, ten students have been awarded Meritorious Students Award by DHE, NCT,

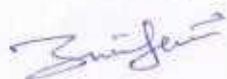
College continues to fund SAKSHAM (financial assistance to needy UG students) and provide Research Contingency of Rs.15000/- per annum to all the research laboratories.

The Governing Body applauded the achievements of the college and faculty members of the college.

Meeting ended with the vote of thanks to the chair.



Officiating Principal (Member Secretary)



Chairperson, Governing Body

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

GOVERNING BODY MEETING

Date: Wednesday, March 9, 2022 at 3.00 P.M.

Place: Acharya Narendra Dev College, Govindpuri, Kalkaji, New Delhi.

REVISED MINUTES

Minutes of the meeting of the Governing Body held on March 9, 2022 in the committee room of the college.


The following members were present:

- | | |
|---------------------------------|--|
| 1. Mr. Anil Kumar Saini | (in the Chair) |
| 2. Ms. Lalita Agarwal | Treasurer |
| 3. Mr. Jitender Singh | |
| 4. Md. Harun | |
| 5. Ms. Poonam Tyagi | |
| 6. Dr. (Ms) Vandana Bajaj | |
| 7. Dr. Ranganath M.S. | |
| 8. Dr. Pritam Baruah | |
| 9. Dr. (Mrs.) Vaishali Singh | |
| 10. Professor Indranil Dasgupta | - University Representative |
| 11. Professor Mridula Gupta | - University Representative |
| 12. Dr. Sunita Jetly | - Teacher Representative |
| 13. Professor Gagan Dhawan | - Teacher Representative |
| 14. Professor Ravi Toteja | - Officiating Principal (Member Secretary) |
| 15. Dr. Geetu Gambhir | - Bursar (Special Invitee) |
| 16. Mr. Diwakar Bhardwaj | - Non-teaching Representative
(Special Invitee) |

Opening Remarks

Officiating Principal appraised the members about

- Successful organization of international conference ICMCESA-22 by the College.
- Opening of Mushroom culture facility in the College.
- Building up of virtual labs by the College.


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Officiation Principal congratulated

- a. Professor Indranil Dasgupta and Professor Mridula Gupta on being promoted to Sr. Professors by the University of Delhi.
- b. Professor Charu K Gupta, Professor in Botany Department of the College for being awarded Meritorious Teachers' award by the GNCTD, Delhi.

Agenda Items

- I. Minutes of the Governing Body meetings held on October 29, 2021 and January 4, 2022 were confirmed.

II. Administration:

A. Reported and approved.

1. Receipt of the letter No. CS-SDC/Prin-ANDC/2021/130 dated November 22, 2021 from the Deputy Registrar, University of Delhi South Campus conveying the approval of the University to the recommendations of the Governing Body of the college to the extension of appointment of Dr. Ravi Toteja as Officiating Principal of the college as per Ordinance XVIII 7(3) and UGC regulation 2010 with effect from December 1, 2021 for a period of three months only.
2. Action of the Chairperson, Governing Body, vide note dated November 24, 2021, nominating the following two members on the Selection Committee for promotion from Associate Professor (Academic Level 13A) to Professor (Academic Level 14).

(a) Professor Daman Saluja
(b) Professor Anju Katyal
3. Action of the Chairperson, Governing Body, vide note dated November 29, 2021, reappointing Mr. Tarun Sharma as Senior Technical Assistant (Computers) on ad-hoc basis with effect 21.12.2021 for a period of 89 days.
4. Action of the Chairperson, Governing Body, vide note dated November 29, 2021, reappointing the following non-teaching staff on contractual basis for a period of 6 months from the date mentioned against each:

(a) Mr. Ravinder Kumar - 04.12.2021
 MTS (Laboratory)

(b) Mr. Bharat Kumar - 14.12.2021
 MTS
5. Action of the Chairperson, Governing Body, vide note dated December 21, 2021, approving the recommendations of the Selection Committee for promotion of Ms.

Poonam Chauhan from Assistant Professor (Academic Level 12) to Associate Professor (Academic Level 13A) from the date of her eligibility.

6. Action of the Chairperson, Governing Body, vide note dated December 29, 2021, approving the recommendations of the Selection Committee for promotion of Dr. Gagan Dhawan from Associate Professor (Academic Level 13A) to Professor (Academic Level 14) with effect from October 6, 2019.
7. Action of the Chairperson, Governing Body, vide note dated January 4, 2022, granting permission to make ad-hoc and guest teaching appointments following the due procedure.
8. Action of the Chairperson, Governing Body, vide note dated January 4, 2022, granting permission to advertise the post of Principal.

The University of Delhi vide letter No. CB-II/Appt.Principal/ANDC/2021/392 dated November 30, 2021 approved the advertisement for the post of Principal.

9. Action of the Chairperson, Governing Body, vide note dated January 25, 2022, granting permission for the following teaching and non-teaching for ex-post facto approval and approval for additional teaching and non-teaching posts for onward submission to the Directorate of Higher Education, Govt. of NCT of Delhi for further approval. The details are as under:

S.No.	Nature of Posts	For Ex-post facto approval	For additional posts due to OBC/EWS reservations implementation	Total
1.	Teaching	129+01 Principal	72	201+01 Principal
2.	Non-teaching	145	81	228

10. Action of the Chairperson, Governing Body, vide note dated February 1, 2022, reappointing Mr. Suresh Kumar as MTS for a period of 6 months with effect from 14.02.2022.
11. Action of the Chairperson, Governing Body, vide note dated February 3, 2022, approving the extension of term of Professor Ravi Toteja as Officiating Principal beyond February 28, 2022 for a further period of six months.

Accordingly, the University of Delhi South Campus vide letter No. CS-SDC/Prin-ANDC/2022/209 dated February 25, 2022 conveyed its approval for the extension of term of Dr. Ravi Toteja upto March 31, 2022.


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12. Action of the Treasurer and Chairperson, Governing Body of the college vide order February 7, 2022, granting permission to use funds from College Development Funds (Society Account) for carrying out renovation works in the college following the due procedures.
13. Action of the Chairperson, Governing Body, vide note dated February 8, 2022, approving the recommendations of the Selection Committee for promotion of Dr. Vikrant Kumar from Assistant Professor (Academic Level 12) to Associate Professor (Academic Level 13A) from the date of his eligibility.
14. Action of the Chairperson, Governing Body, vide note dated February 18, 2022, granting permission to use funds from "Lapsed Students Security" for renovation of temporary structures near the Department of Botany of the college for providing students services like under-graduate research activities, running of IGNOU Study Centre, Central instrument facilities etc.
15. Action of the Officiating Principal vide note dated February 24, 2022, granting maternity leave to Dr. Deepshikha an ad-hoc Assistant Professor in the Department of Biomedical Science of the college for a period 23.02.2022 to 09.05.2022 as per the University of Delhi circular dated February 4, 2022.

B. Considered and approved:

1. The estimate of Rs. 15,74,100/- towards Civil works to stop the leakage of water and seepage at various places in the college building during the rainy season.

The Chairperson, Governing Body vide note dated February 3, 2022 approved the estimate of Rs. 15,74,100/- and accordingly, the college had sent the same to the Directorate of Higher Education vide letter No. ANDC/2022/1991 dated February 9, 2022 for administrative approval as well as sanction funds.

The Directorate of Higher Education vide letter No. DHE-10(17)/Minor Work/Major Work/ANDC/2019/880-82 dated February 23, 2022 has requested to send the minutes of the meeting of the Governing Body.

The Governing Body approved the estimate of Rs. 15,74,100/- and resolved to send the same to the Directorate of Higher Education for administrative approval as well as sanction of funds.

The Governing has also constituted a committee consisting of the following members to oversee the PWD and maintenance works of the College.

- | | | |
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| (a) Professor Laxmi Narain
Department of Mathematics | - | Convenor |
| (b) Ms. Lalita Agarwal | - | Member, Governing Body |
| (c) Mr. Md. Harun | - | Member, Governing Body |

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| (d) Professor Ranganath M.S. | - | Member, Governing Body |
| (e) Professor Gagan Dhawan | - | Member, Governing Body |
| (f) Mr. Chetanya Sharma | - | Section Officer (Accounts) |

2. The minutes of the meeting of the committee re-constituted by the Governing Body at its meeting held on October 29, 2021 to bridge the gap between the college and the ANDC inStart Foundation (AIF).

The minutes of the committee constituted were placed (Annexed) in the GB meeting along with the draft MoU.

The Governing Body thoroughly discussed the matter and constituted a new committee consisting of the following members:

1. Ms Lalita Agarwal (Convenor)
2. Mr Jitender Singh
3. Dr. Pritam Baruah

It was decided that the committee can call the faculty members involved in ANDC Instart, ex-principal and any other faculty member for seeking inputs and clarifications. The Committee will submit the report to the Chairman, Governing Body latest by April 09, 2022.

3. Request of Professor Sarita Kumar, Professor in the Department of Zoology of the college for the grant of Sabbatical Leave for the period April 4, 2022 to March 31, 2023 for undertaking Academic and Research work.

The University of Delhi rules for the grant of Sabbatical leave are annexed herewith.

Professor Sarita Kumar has completed more than 21 years of continuous service in Reader's Grade/Associate Professor/Professor grade and is eligible for the grant of Sabbatical leave.

The grant of sabbatical leave to Professor Sarita Kumar would be against 10% of leave vacancies of total sanction teaching posts of 129. The total slots for the grant any kind of long leave available are 10.

The Governing Body deliberated the matter and resolved to grant Sabbatical leave to Professor Sarita Kumar, Professor in the Department of Zoology for the period 04.04.2022 to 31.03.2023.

3. Nominations of Governing Body members on various Committees:

- (a) Two members of the Governing Body on the Provident Fund Committee:

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As per the University of Delhi College Retirement Benefits Rules 1970, the composition of the Provident Fund Committee is as under:

- (i) Chairperson, Governing Body
- (ii) Treasurer, Governing Body
- (iii) Principal
- (iv) Two members appointed by the Governing Body amongst its own members.
- (v) Two members elected by the subscribers.

The Governing Body has nominated the following Governing Body members on the Provident Fund Committee:

- (a) **Mr. Jitender Singh**
- (b) **Ms. Poonam Tyagi**

- 4. One member from the Governing Body on the "Teena Gupta Memorial Scholarship Committee".

The composition of the "Teena Gupta Memorial Scholarship Committee" is as under:

- (i) Principal
- (ii) One person nominated by the donor or any other member of the family of Late Ms. Teena Gupta.
- (iii) Convenor, Fellowship & Award Committee.
- (iv) Teacher-in-Charge of Computer Science
- (v) Teacher-in-Charge of Electronics.
- (vi) Nominee of the Governing Body.

The Governing has nominated Ms. Lalita Agarwal on the "Teena Gupta Memorial Scholarship Committee"

- 5. One member of the Governing Body on the 'D.C. Arora Memorial Scholarship Committee'.

The Composition of the "D.C. Arora Memorial Scholarship Committee" is as under:

- (i) Dr. S.K. Arora or his nominee - Permanent Member (Donor)
- (ii) Dr. Veena Arora or her nominee - Permanent Member (Donor)
- (iii) Chairperson, Governing Body
- (iv) A nominee of the Governing Body
- (v) Principal
- (vi) Bursar
- (vii) Convenor, Fellowship & Award Committee.

The Governing Body has nominated Mr. Md. Harun on the "D.C. Arora Memorial Scholarship Committee".


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6. One member of the Governing Body on the "Write-off" Committee for writing off various unserviceable items.

PROCEDURE FOR WRITING OFF UNSERVICEABLE STORES

- (i) After annual Physical Verification of stores of the college/institutions, list of unserviceable articles noticed during verification will be placed before a Survey Committee to be constituted by the Governing Body for recommending to the Governing Body to accord sanction for write off and disposal.
- (ii) It is suggested the Survey Committee constituted by the Governing Body of the college may include the Principal, Bursar, concerned Head of the Departments and one of the members of the Governing Body representing the University.
- (iii) After the Governing Body has approved of the writing off of the unserviceable items, the same should be disposed off through public auction. Before conducting auction, reserve price may be fixed confidentially by the Survey Committee. The highest bid may be accepted by the principal in case it does not fall short of the reserve price. If it falls short of the reserve price, the Survey Committee may be consulted.

The Governing Body has nominated Sr. Professor Mridula Gupta on the "Write-off Committee".

7. One member of the Governing Body on Grievance Redressal Committee.

The composition of the Grievance Redressal Committee as per the UGC guidelines is as under:

- (i) Nominee of the Governing Body
- (ii) Three senior teachers on rotation basis nominated by the Chairperson, Governing Body.
- (iii) One Student Representative based on academic merits.

The Governing Body has nominated Dr. Pritam Baruah on the Grievance Redressal Committee.

8. One member of the Governing Body on the Internal Quality Assurance Committee (IQAC).

The composition of the IQAC is as under:

- (i) Chairperson: Head of the Institution
- (ii) A few senior administrative officers
- (iii) Three to eight teachers


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- (iv) One member from the Management.
- (v) One/two nominees from local society, students and alumni.
- (vi) One/two nominees from Employers/Industrialists/stakeholders.
- (vii) One of the senior teachers as the coordinator/Director of the IQAC

The Governing Body has nominated Professor Dinesh Kumar on the Internal Quality Assurance Committee (IQAC).

9. Permission for the installation of Solar Panels in the college following the due procedures.

The Governing Body resolved to approve the installation of Solar panels following the due procedures.

10. Permission for the installation of PNG Pipe line in the Chemistry Laboratory of the college following the due procedures.

The Governing Body resolved to approve the installation of PNG pipe where ever required in the college.

11. Application dated March 3, 2022 from the Acharya Narendra Dev College Karamchari Union requesting to consider the change of status of employees from Daily-wagers to contractual basis.

The Governing Body discussed the matter and asked the college to find out the procedures in the University of Delhi and its colleges. The matter is deferred to next meeting of the Governing Body.

12. Application dated February 28, 2022 from the Acharya Narendra Dev College Karamchari Union requesting for promotion of Mr. Vinod Kumar Sharma as Library Assistant.

The Governing Body has asked to the college to follow up the matter with the Directorate of Higher Education with regard to the sanction of the post of Library Assistant.

Mr. Vinod Kumar Sharma initially joined the college as Library Attendant with effect from 02.04.1997 and accordingly completed more than 24 years of service.

The Executive Council of the University of Delhi vide resolution No. 76 dated 20.08.2007 approved the post of Junior Library Information Assistant (JLIA) on the recommendation of Janki Kathpalia Committee recommendations. Accordingly, the University of Delhi after amending recruitment rules of non-

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teaching staff, conveyed its approval vide letter No. CB_III/Noti/2009/37439 dated September 29, 2009.

The Governing Body of the college at its meeting held on February 21, 2011 created the post of JLIA and sent the proposal for the approval of the Directorate of Higher Education. The matter has been following up from the Directorate of Higher Education. Subsequently, the post of Library Assistant has been proposed in the OBC/EWS proposals. The approval of the Directorate of Higher Education is still pending.

13. Receipt of the letter No. CS-SDC/149/2022/5-09 dated February 24, 2022 from the Deputy Registrar, University of Delhi South Campus alongwith an application from Dr. Satyapal Singh, Ad-hoc Assistant Professor in Physical Education of the college, who is also a Dronacharya Awardee for permanent appointment in the college.

The Governing Body resolved to follow up the matter with the University of Delhi with regard to the procedures.

14. The Governing Body discussed the letter received from the University of Delhi South Campus vide letter No. CS-SDC/Prin-ANDC/2022/209 dated February 25, 2022 from the University of Delhi South Campus in item 11 of reported section with regard to the extension of term of Professor Ravi Toteja as Officiating Principal upto March 31, 2022.

The Governing Body unanimously resolved to extend the term of Professor Ravi Toteja for a further period of six months or till the new Principal is appointed whichever is earlier. The last date for receipt of applications for Principal is March 14, 2022.

III. Accounts:

A. Reported and approved:

1. Receipt of the letter No. DHE-03(01)/100%/GIA/ANDC/2021-2022/1299-1308 dated April 20, 2021 from the Administrative Officer, Higher Education, Govt. of NCT of Delhi conveying the sanction of the Finance Department, Govt. of NCT of Delhi for the release of 1st Instalment of Grant-in-aid of Rs. 7,95,00,000/-.
2. Receipt of the letter No. DHE-03(01)/100%/GIA/ANDC/2021-2022/2348-57 dated August 13, 2021 from the Administrative Officer, Higher Education, Govt. of NCT of Delhi conveying the sanction of the Finance Department, Govt. of NCT of Delhi for the release of 2nd Instalment of Grant-in-aid of Rs. 7,95,00,000/-.


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3. Action of the Treasurer and Chairperson, Governing Body, vide note dated October 7, 2021, approving the Revised Budget Estimates for the current financial year 2021-2022 and Budget Estimates 2022-2023.

Proposed by the College:

Revised Budget Estimates (2021-2022):

Recurring Grant	Rs. 55,50,95,294.00
Non-Recurring Grant	Rs. 3,28,09,728.00

Budget Estimates (2022-2023):

Recurring Grant	Rs. 47,34,66,291.00
Non-recurring Grant	Rs. 3,28,09,728.00

Revised:

(As per the direction received by DHE)

Revised Budget Estimates (2021-2022):

Recurring Grant	Rs. 49,02,69,628.00
Non-recurring Grant	Rs. 3,28,09,728.00

Budget Estimates (2022-2023):

Recurring Grant	Rs. 53,82,91,957.00
Non-recurring Grant	Rs. 3,28,09,728.00

4. Receipt of the letter No. DHE-03(01)/100%/GIA/ANDC/2021-2022/4026-35 dated November 29, 2021 from the Deputy Director, Higher Education, Govt. of NCT of Delhi conveying the sanction of the Finance Department, Govt. of NCT of Delhi for the release of 3rd Instalment of Grant-in-aid of Rs. 7,95,00,000/-.
5. Receipt of the letter No. DHE-03(01)/100%/GIA/ANDC/2021-2022/331-340 dated January 21, 2022 from the Deputy Director, Higher Education, Govt. of NCT of Delhi conveying the sanction of the Finance Department, Govt. of NCT of Delhi for the release of 3rd Instalment of Grant-in-aid of Rs. 19,15,00,000/-.

B. Considered and approved.

1. Appointment of an auditor for auditing the college accounts for the financial year 2021-2022 out of the panel mentioned below:


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S.No	Name & Address of the Firm	Registration No.	Name of Partner & Membership No.
1.	M/s Brijesh Shriniwas & Associates WA-94 Ground Floor Shakarpur, New Delhi - 110092	022200N	Mr. Brijesh Kumar (096436) Mr. D K Goel (509881) Mr. Dhawan Ritu (505757)
2.	M/s. Sunil Vijay & Associates R-700, New Rajinder Nagar New Delhi-110060	5802N	Sunil Chadha (30409) Pradeep Jain (83778) Pawan Tamarkar (502271)
3.	M/s Deepak Bahl & Co. Chartered Accountants 220 Park View Plaza 32 Park Area, Ajmal Khan Road New Delhi -110005	011057N	Deepak Bahl (89778) Vinod Kr Goyal (91488)
4.	M/s. Davinder Prakash & Companies H-6 B Main Road Kalkaji New Delhi-110019	002931N	Davinder Dua(81664)
5.	M/s. BAGS & Co Unit No 8, Ozone Centre Sector-12, Faridabad-121001 (HR)	013669N	Chandan Bhatia (517097) Bhupender Singh(089679) Sangeeta Adlakha(092129) Arvind Soni (093795) Gautam Goyal (096797) Roomika Bhatia(529834)

As M/s BAGS & Co. has completed its 3 consecutive years of services, as per the norms we have to change the college auditor. It is suggested that the name of S. No. 1, M/s Brijesh Shriniwas & Associates for auditing the college accounts for the current financial year 2021-22.

The Governing Body deliberated the matter and asked the college to get the profiles of above Chartered Accountants and prepare a comparative study before appointing an auditor from the panel.

Any other matter with the permission of the Chair

The guidelines for starting of add-on courses in the college were placed before the Governing Body for approval. The Governing Body after discussion resolved to approve the same with minor changes. The final guidelines are annexed herewith.

The meeting ended with vote of thanks to the Chair.

Officiating Principal (Member Secretary)

[Signature]
16/6/24

Chairperson, Governing Body

The Chairman of the Governing Body constituted a committee to look at the following issues:

1. To examine the reasons for the increasing perception that ANDC College ('the college') and the ANDC InStart Foundation ('the incubator') are drifting apart.
2. To propose how this perception can be reversed.
3. How to ensure that the incubator and college take forward the objectives of the policy to promote entrepreneurship under which the incubator was established at ANDC college?
4. How to ensure that ANDC College has an active and enduring role to play in the incubator?
5. How to reverse the perception that formation of a section 8 company gives complete autonomy to the company from the college?
6. How to ensure that the college and incubator work together in the future?

Members of the committee were:

1. Ms. Lalita Agarwal
2. Mr. Jitender Singh
3. Dr. Pritam Baruah

Procedure:

The committee held the following meetings:

1. Meeting with the principal and bursar of ANDC college on 22nd March 2022. Minutes annexed herewith as Annexure A
2. Meeting with the CEO of the incubator and Dr. Garg on 22nd March 2022. Minutes annexed herewith as Annexure B.
3. Meeting with members of the Staff Council on 28th March 2022 Minutes annexed herewith as Annexure C.
4. Meeting with the IQAC coordinators on 28th March 2022 Minutes annexed herewith as Annexure D.

The committee also requested the CEO and Mr. Garg to submit their recommendations on what could be done to ensure that the college and the incubator functioned in a manner where they were not seen as independent entities.

Recommendations

Having met most of the stake holders and having studied the relevant documents including the minutes and recommendations of the earlier committee established in this regard, the present committee submits the following for consideration by the GB:

1. The committee found that there was a perception amongst several members of the college community that the incubator was increasingly being perceived as an independent entity

even if there were members of the college on the Board of Directors. The committee was pleased to note that all stake holders in the meetings mentioned above were of the view that the college and the incubator were not independent entities but were inseparable from each other. To ensure this the committee considered the opinions of all stake holders and considered the suggestions of the CEO and Dr. Garg. The committee is of the view that establishment of a section 8 company under the Companies Act does not truly capture the nature of the incubator. The incubator was set up under the Delhi Government's policy to promote entrepreneurial culture amongst students and the public in general. To take this forward, the then principal Dr. Savitri Singh authorized one 'authorized representative' and one 'nominee' from the college to set up the incubator. The ensuing actions of the authorized representative and the nominee were thus in their capacity as agents of the Principal's office acting on behalf of the college. They continue to be agents of the Principal's Office.

2. Initial funds were transferred from the Delhi Government to ANDC college as per records noted down by the earlier committee. The first disbursement of funds was to the college and not the company. This demonstrates that the incubator was to be operated through the college and not independently. The incubator enjoys rent free space and utilities at the college. This further shows the understanding that it is a part of the college. If the start-up is considered to be a largely independent entity then the college would be well within its rights to ask for arrears of rent, utilities, and other amounts that were transferred to the company.

Since all stake holders agree that the start up and college are not independent entities, it is proposed that the following course of action be pursued to resolve this amicably for the future without any prejudice to determination of any issues about the past functioning of the incubator:

- a. That the incubator amends its Memorandum of Association and Articles of Association by following the procedure mentioned in the Companies Act to the following effect:

The Board of Directors shall include, in addition to the present members, the following ex-officio members:

- i. The Chairperson of the Governing Board of the college.
Justification: The Chairperson is the highest office at the college and simultaneously is distanced from day-to-day affairs of the college. Presence of the chairman will ensure that the incubator does not stray away from the objectives of the government's policy, and that internal matters of the college or the Board do not push those objectives to the background.
- ii. A nominee of the Governing Body of the college.
Justification: A person thought to be competent by the Governing Body will entrench the justification for the Chairperson above and will also represent the Governing Body in the absence of the chairperson.
- iii. The Principal (including acting/officiating principals if they have held the post for over 6 months), and one nominee of the principal on a rotation basis (specifics to be decided by Principal, Incubator

Directors, GB chairperson and members of GB appointed by chairperson for this purpose).

Justification: this will ensure the continued presence of the college in the running of the incubator and will bridge the gap between the college and the incubator in an enduring manner for the future. This was the initial way the college started out with establishing the incubator. Since that has not sufficed in bridging the gap, such measures should be strengthened.

- iv. An eminent member from the industry as per a transparent selection process determined Governing Body of the college in consultation with the present directors and Principal of the college.

Justification: The incubator should be oriented towards the task of encouraging entrepreneurship and innovation and so presence of industry experts is essential.

3. If the recommendations above are implemented, then the gap between the college and the incubator would be bridged as there will be continued presence of the college in the Board of Directors in ex-officio capacity. At present it appears as if the members of the college serving as the Directors are there in their individual capacity apart from the two first authorized representatives appointed by Dr. Savitri Singh in her capacity as Principal. Those two members are agents of the Principal's office and continue to remain as such until further directions from the Principal. The committee is acutely aware of the fact that the incubator must function as a professional body in an efficient manner towards attaining the objectives for which it was set up. The suggested additions to the Board of Directors will not affect this as the Chairman and nominees of the Governing Body are aloof from day to day matters of the college, but they are
4. In addition to the above, the committee has received a representation from Dr. Yasheshwar, Department of Botany, addressed to the Chairman of the Governing Body, requesting an independent inquiry into Dr. Savitri Singh's actions regarding the setting up of the incubator including the transfer of funds. He has also raised allegations against the present directors. Since these matters are beyond the jurisdiction of the committee, the committee recommends that Dr. Yasheshwar's request be considered by the Governing Body before any final decision is made.
5. The committee seeks to reiterate that changing the composition of the Board of Directors, going forward, will not take away liability from any wrongful acts of any persons including earlier and present Directors of the incubator. Matters relating to the propriety of the functioning of the incubator remain open and can be proceeded with by the Governing Body as per its wisdom.

(Ms. Lalita Agarwal)

(Mr. Jitender Singh)

(Dr. Pritam Baruah)