



SRI VENKATESWARA COLLEGE : DHAULA KUAN : NEW DELHI – 110 021

DRAFT MINUTES OF THE 148th MEETING OF THE GOVERNING BODY OF SRI VENKATESWARA COLLEGE HELD ON THURSDAY, THE 24th AUGUST, 2023 AT 12.30 PM IN THE COMMITTEE ROOM, DURGABAI DESHMUKH BLOCK, S.V. COLLEGE, NEW DELHI – 110 021

Members Present:

1. Prof. P. Venkatesu
University Representative on the College Governing Body
2. Prof. Manju Mukul Kamble
University Representative on the College Governing Body
3. Prof.R.K. Budhraj
Teachers' Representative on the College Governing Body
4. Dr. Vandana Malhotra
Teachers' Representative on the College Governing Body
5. Mr. B. Ramkumar
Non-Teaching Staff Representative on the College Governing Body
6. Prof. C. Sheela Reddy
Principal & Member-Secretary

1. ELECTION OF THE CHAIRMAN OF THE GOVERNING BODY

As per rules:

“The Governing Body shall elect from among its own members a Chairman to hold office for one year provided this does not exceed his current term as a member of the Governing Body and shall be eligible for re-election.

The T.T. Devasthanams Board, Tirupati has been dissolved on 8th August, 2023 and Sri B. Karunakar Reddy has been appointed as New Chairman. The members on the TTD Board are yet to be appointed.

The College Governing Body in its 147th meeting held on 6th August, 2023 vide resolution no. 3 resolved as follows:

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Further, in the interim time of appointment of New Board to TTD, if any important decision is to be taken, the College is permitted to hold the Governing Body, in accordance with DU rules, with the local members i.e. University and College representatives of the present Governing Body under intimation to the Executive Officer, TTD. by electing Prof. P. Venkatesu, University Representative on College Governing Body as Chairman, who would relieve the Principal Prof. C. Sheela Reddy from her duties on the afternoon of 31st August, 2023 and also take necessary steps in the matter of screening of applications for the post of Principal and to look into such other issues as may be deemed necessary as per the requirements of Delhi University.

The Governing Body may please elect the Chairman of the College Governing Body from its own members till the full-fledged Governing Body meeting is held.

RESOLUTION : Prof. P. Venkatesu, University Representative on the College Governing Body, is unanimously elected as Chairman of the College Governing Body w.e.f. 24th August, 2023.

2. a) **CONFIRMATION OF THE MINUTES OF THE PREVIOUS MEETING HELD ON 06.08.2023 (147th meeting)**

RESOLUTION: Confirmed

- b) **MATTERS ARISING OUT OF THE MINUTES**

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3. **TO REPORT THE ACTION TAKEN ON THE ITEMS OF GOVERNING BODY MEETING (147th) HELD ON 06.08.2023.**

- II (XX) **TO CONSIDER THE CAG REPORT FOR THE PERIOD 2013-14 TO 2020-21 AND NECESSARY DECISIONS THEREON**

The College vide letter no. SVC/TTD/2023/1409, dated 17.08.2023 requested the Huzur Office for a suitable reply so as to enable the College to submit the same to C&AG for its consideration.

RESOLUTION: Recorded

- 18 **APPOINTMENT OF VICE PRINCIPAL**

The University of Delhi South Campus vide letter no. CS-SDC/149/2023/866, conveyed the approval of the University to the appointment of Prof. K. Chandramani Singh, Professor, Department of Physics as Vice Principal w.e.f. 1st August, 2023 for a period of two years (**Enclosure 01**)

RESOLUTION: Recorded

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22 ANY OTHER ITEM WITH PERMISSION OF THE CHAIR

- (1) Annual Maintenance of Administrative Block, Arts & Library Blocks, Old Science, New Science Block, Hostels, Canteen Blocks & Auditorium Blocks for the year 2023 -2024

The College vide letter no. SVC/TTD/2023/1401, dated 17th August, 2023 conveyed the resolution of the 147th meeting and requested to undertaker the annual maintenance of the College and Hostel Buildings w.e.f. the financial year 2023-24 with TTD Funds.

RESOLUTION: Recorded

- (4) TO CONSIDER THE REQUEST OF Prof. C. SHEELA REDDY, FOR RESIGNATION TO THE POST OF PRINCIPAL TO JOIN AS PROFESSOR IN THE DEPARTMENT OF POLITICAL SCIENCE, CENTRAL UNIVERSITY OF ANDHRA PRADESH, ANANTAPUR

The College published the notification with regard to the advertisement to the post of Principal in

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|-------|--|---|--|
| (i) | The Hindu (all editions) | - | 16 th August, 2023 |
| (ii) | The Hindustan Times (English) & -
The Hindustan (Hindi) | - | 16 th August, 2023 |
| (iii) | The Employment News | - | 19 th to 15 th August,
2023 edition |

Further, the University of Delhi vide letter no. CS-SDC/114/Prin.SVC/2023/867, dated 9th August, 2023 conveyed the approval of the Vice Chancellor to the resignation of Prof. C. Sheela Reddy, Principal, w.e.f. the afternoon of 31st August, 2023 (**Encl. 02**)

RESOLUTION: Recorded

IV TO CONSIDER THE REQUEST OF BIOINFORMATICS FACILITY (BIF) FOR DISPOSAL OFF WORKSTATIONS, CHAIRS AND ACs

The College vide letter no. SVC/Stock Verification/2023/146-197, dated 17.08.2023 communicated the resolution no. IV of the 147th meeting held on 6.8.2023 with regard to the disposal off workstations, Chairs and ACs etc.and requested her to get verified/certified that the items mentioned in her letter dated 24th July, 2023 are damaged, defective/condemned/beyond repairable for further necessary approvals.

The Certification report from the BIF Centre is awaited.

RESOLUTION: Recorded

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VI TO CONSIDER THE PROPOSAL OF THE COLLEGE FOR SHIFTING OF TRANSFORMER YARD AND ENHANCEMENT OF TRANSFORMER AND DG SET CAPACITY DULY CONSTRUCTING A GENERATOR ROOM

The College vide letter no. SVC/TTD/2023/1396, dated 17.08.2023 conveyed the resolution of the College Governing Body (Resolution No. VI) and requested the TTD Management to instruct the concerned to expedite the file.

The reply from the TTD is awaited.

RESOLUTION: Recorded

4. ITEMS FOR RATIFICATION

(a) To consider the Appointment of Dr. P. Devaki, Assistant Professor as Warden, Padmavati Hostel

The College Governing Body in its 145th meeting held on 17.07.2022 approved and ratified the action taken by the Principal in appointing Dr. Kameswara Sharma YVR and Prof. Nabanipa Bhattacharjee as Wardens for Balaji & Padmavati Hostels w.e.f. 1st June, 2022 for a period of two years.

The College is in receipt of a request from Prof. Nabanipa Bhattacharjee, for relief of her duties from the post of Warden, Padmavati Hostels as her health is not permitting to do so.

The College vide Office Order no.SVC/PO/Orders/2023, dated 16.08.2023 appointed Dr. P. Devaki, Assistant Professor, Department of Mathematics, as Warden for Girls Hostel, w.e.f. 1st September, 2023, for a period of two years, subject to approval of the College Governing Body (**Enclosure 03**)

Dr. P. Devaki, in her mail dated 20th August, 2023 accepted the offer of appointment as Warden of the Padmavati Hostel (**Enclosure 04**)

The Governing Body may please accord its approval to the appointment of Dr. P. Devaki, Assistant Professor, Department of Mathematics as Warden of Padmavati Hostel w.e.f. 1.9.2023 for a period of two years and ratify the action taken by the Principal in this regard.

RESOLUTION: Approved and ratified.

In view of the absence of designated quarters for Wardens in the College Campus, the present vacant quarter in the Old Faculty be earmarked for Warden, Girls Hostel.

The allotment of Staff Quarter for the Warden is co-terminous with the tenure of holding such post.

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(b) Canteen Contract

The Governing Body may please ratify the action taken by the Principal in having awarded the Canteen Contract to M/s R. Ramesh Kumar represented by Mr. R. Ramesh Kumar for two years w.e.f. 1.8.2023 on the recommendations of the Canteen Committee on the basis of fresh tenders invited for this purpose on College website **(Enclosure 05)**

RESOLUTION : **Ratified**

(c) Photostat Contract

The Governing Body may please ratify the action taken by the Principal in having awarded the Photostat Contract to M/s Parshar Stationary represented by Mr. Shashi Kumar for one year w.e.f. 1.8.2023 on the recommendations of a duly constituted Committee on the basis of fresh tenders invited for this purpose on the College website **(Enclosure 06)**

RESOLUTION : **Ratified**

(d) To consider the request of Dr. Amrita Singh, Assistant Professor, Department of Botany, for grant of Child Care Leave in continuation of Maternity Leave

As per Rules:

Child Care Leave:

Women employees having minor children may be granted Child Care Leave by an authority competent to grant leave, for a maximum period of two years (i.e.730 days) during their entire service for taking care of upto two children whether for rearing or to look after any of their needs like examination, sickness etc. Child Care Leave shall not be admissible if the child is eighteen years of age or older. During the period of such leave, the women employees shall be paid leave salary equal to the pay drawn immediately before proceeding on leave. It may be availed in more than one spell. Child Care Leave shall not be debited against the leave account. Child Care Leave may also be allowed for the third year as leave not due (without production of medical certificate). It may be combined with leave of the kind due and admissible.

- i) CCL cannot be demanded as a matter of right. Under no circumstances can any employee proceed on CCL without prior proper approval of the leave by the leave sanctioning authority.
- (ii) CCL may not be granted in more than 3 spells in a calendar year

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- (iii) CCL may not be granted for less than 15 days
- (iv) CCL should not ordinarily be granted during the probation period except in case of certain extreme situations where the leave sanctioning authority is fully satisfied about the need of Child Care Leave to the probationer. It may also be ensured that the period for which this leave is sanctioned during probation is minimal.
- v) The Child Care Leave is to be treated like Earned Leave and sanctioned as such
- vi) Consequently, Saturdays, Sundays, Gazetted Holidays etc. falling during the period of leave would also count for CCL, as in the case of Earned Leave
- viii) with the amendment of Rule 43-C relating to Child Care Leave (CCL), following have been made (OM No.110020/01/2017-Estt.(L), dated 30.08.2019):
 - (a) CCL may be granted at 100% of the leave salary for the first 365 days and 80% of the leave salary for the next 365 days
 - (b) CCL may be extended to single male parents who may include unmarried or widower or divorcee employees
 - (c) For single female Government servants, the CCL may be granted for six spells in a calendar year. However, for other eligible Government servants, it will continue to be granted for a maximum of 3 spells in a calendar year

Further, as per the communication received from the University of Delhi South campus vide letter No.CB/2011/Misc.vv/318 dated 19.10.2011:

The number of permanent teachers on study leave, EOL and Child care leave put together should at no time exceed 10% of the total number of sanctioned teaching posts in the college. Substitute Guest/ad-hoc teacher may be appointed, in accordance with the Delhi University rules in this regard.

The College is in receipt of an application dated 14.08.2023 from Dr.Amrita Singh, Assistant Professor, Department of Botany, informing the College that her baby (4 months) is unable to take feed from bottle, as such her presence at home is compulsory and requested the College for grant of Child Care Leave from 28th August, 2023 to 25th November, 2023 (90 days) to look after her baby girl (**Enclosure 07**)

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The College in its note approval dated 18th August, 2023 considered the matter and granted Child Care Leave for a period of 3 months w.e.f. 28th August, 2023 in continuation of her maternity leave, as a special case, subject to approval of the College Governing Body (**Enclosure 08**).

The Governing Body may please peruse the case and grant the Child Care Leave to Dr. Amrita Singh, Assistant Professor, Department of Botany, for a period of 3 months w.e.f. 28th August, 2023, in continuation of her maternity leave, as a special case and ratify the action taken by the Principal in this regard.

RESOLUTION: Granted and Ratified

5. **TO CONSIDER THE REQUEST OF PROF. C. SHEELA REDDY, PRINCIPAL, FOR RELEASE OF THE PROCEEDS OF SERVICE BENEFITS RECEIVED FROM THE INDIAN INSTITUTE OF PUBLIC ADMINISTRATION (IIPA) ON HER RESIGNATION AT IIPA.**

Prof. C. Sheela Reddy has been appointed as Principal of the College for a period of 5 years, with eligibility for re-appointment for one more term on the basis of Peer Review Committee of Delhi University on the recommendations of Selection Committee (Apex Committee) as communicated by the University of Delhi vide letter no. R/CB-II/Apptt. Principal/SVC/2021/R-4206, dated 11.01.2021 and joined her duties in the College on the forenoon of 18th January, 2021.

Prof. C. Sheela Reddy tendered her technical resignation to the post of Chair Professor (Dr. Ambedkar Chair) and substantive position of Associate Professor in Socio-Political Development (Applied Social Science) at the Indian Institute of Public Administration (IIPA), Indraprastha Estate, Ring Road, New Delhi and the same has been accepted w.e.f. 18.01.2021 (FN). She rendered a total service of 9 years 6 months and 28 days at IIPA. The College is in receipt of an amount of Rs.26,34,886/- (Cheque No. 027741, dated 21.03.2023, drawn on UCO Bank, IIPA branch, New Delhi) from IIPA vide letter no. Admin./2 (09)/2011, dated 27th March, 2023 towards Gratuity and Leave Encashment in respect of Prof. C. Sheela Reddy, as per the details furnished below:

(a)	Gratuity	-	Rs. 9,86,784.00
(b)	Leave Salary	-	Rs.16,48,102.00 (238 days)

	Total	-	Rs.26,34,886.00
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The receipt of the above amount is recorded in the Service Register of the incumbent and the cheque received from the IIPA has been deposited in the College Account.

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The receipt of the above said amount has been communicated to the University of Delhi vide this office letter no. SVC/Acs./2023/P/3379, dated 31st March, 2023 for its information. In response, the University of Delhi vide letter no. CS-SDC/149/2023/SVC/1088, dated 04.08.2023 suggested that the amount received by the College may be returned to the IIPA for remittance to Professor C. Sheela Reddy directly by IIPA under intimation to the College **(Enclosure 09)**

Now, Prof. C. Sheela Reddy, in her letter dated 23rd August, 2023, requested the College to release her service benefits received from IIPA, as she has already resigned from IIPA and there is no justifiable grounds for her to seek the payment of the service benefits from IIPA, along with the payments, which are due from the College, consequent upon her resignation to the post of Principal w.e.f. 31st August, 2023 **(Enclosure 10)**

The Governing Body may please peruse the request of Prof. C. Sheela Reddy, Principal and advise.

RESOLUTION: Permitted for immediate release of Rs.26,34,886.00 received from the IIPA, towards Gratuity and Leave Salary in respect of Prof. C. Sheela Reddy, Principal.

6. TO CONSIDER THE REQUEST OF Mr. SUNIL KUMAR, LABORATORY ASSISTANT, DEPARTMENT OF BOTANY, FOR WITHDRAWAL OF VOLUNTARY RETIREMENT

As per Rules (FR & SR Pension, Part-I, Pension Rules)

- (a) Employees have the option to retire voluntarily on completion of 20 years qualifying service by giving three months' notice, which requires acceptance by the Appointing Authority. Retirement will take effect on expiry of notice period, unless before expiry thereof, permission for retirement is refused by the appointing authority (Rule-48 A)
- (b) Notice can be withdrawn with the permission of the Appointing Authority before the intended date of retirement.(Rule 48 & 48A,FR 56)
- (c) The Appointing Authority at its discretion can accept a notice of less than three months, but commutation of pension can be applied for only after the expiry of normal notice period of three months (Rule 48 & 48A,FR 56).
- (d) Notice can be given before attaining the age specified or completing the required year of qualifying service, but the effective date of retirement should be after the attainment of prescribed age or completion of years of qualifying service (FR 56, Note 2).

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The College Governing Body in its 146th meeting held on 24th July, 2023 considered the request of Mr. Sunil Kumar, Laboratory Assistant, Department of Botany, for opting voluntary retirement due to his personal reasons and accepted to permit him to retire voluntarily from his services in the College w.e.f. the afternoon of 31st October, 2023.

Consequent upon the acceptance of the College Governing Body for the voluntary retirement of Mr. Sunil Kumar, Laboratory Assistant, the College vide letter dated 4th August, 2023 submitted the proposal for fixation of pension and other retirement benefits to the University of Delhi and the file is under process.

Now, Mr. Sunil Kumar in his letter dated 21st August, 2023 informed the College that he would like to withdraw the request of Voluntary Retirement and continue in the post of Laboratory Assistant in the College (**Enclosure 11**)

The Governing Body may please consider the request of Mr. Sunil Kumar, Laboratory Assistant and permit him to withdraw the request of voluntary retirement from his services in the College w.e.f. the afternoon of 31.10.2023.

RESOLUTION: Permitted

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REPORTING ITEMS

- (1) Copy of the letter no. Fin./Pen.Cell/F-79/2022/7103, dated 10th January, 2023 received from the Joint Registrar (Finance), University of Delhi, Delhi, conveying the approval of the University to the pensionary benefits in respect of Smt. Shanti Raheja, consequent upon the death of her husband Late Shri P.R. Raheja, Ex. Senior Assistant, who voluntarily retired on 16.08.1990, as per 6th CPC and 7th CPC (**Enclosure 12**)
- (2) Copy of the letter no. Fin./Pen.Cell/F-79/2022, dated 7104, dated 10th January, 2023 received from the Joint Registrar (Finance), University of Delhi, Delhi, conveyed the approval of the University for the revision of pension in respect of Shri S.L. Narayanan, Ex. Section Officer, who voluntarily retired on 20.06.1990, as per 6th CPC and 7th CPC (**Enclosure 13**)
- (3) Copy of the letter no. Fin./Pen.Cell/F-79/2022/7105, dated 10th January, 2023 received from the Joint Registrar (Finance), University of Delhi, Delhi, conveyed the approval of the University for the revision of the pension in respect of Shri R. Mahadevan, Ex. Section Officer, who retired on 30.09.2002, as per 6th CPC and 7th CPC (**Encl. 14**)
- (4) Copy of the letter no. Fin./Pen. Cell/F-79/2023-24/772, dated 21st August, 2023 received from the Joint Registrar (Finance), University of Delhi, Delhi, conveyed the approval of the University for the pensionary benefits of Prof. S. Vivekananthan, Ex. Professor, Department of Tamil, who voluntarily retired on 31.10.2022 AN (**Encl. 15**)

RESOLUTION : (1) to (4) Recorded

8. **TO REPORT, RECORD AND ADOPT THE CIRCULAR/ENDORSEMENTS/NOTIFICATIONS/ORDERS**

- (a) Copy of the letter no. 31011/17/2023-Estt.A-IV, dated 10th August, 2023 received from the Ministry of Personnel, Public Grievances & Pensions, Govt. of India, regarding certain clarifications/modifications in the LTC instructions (**Enclosure 16**)
- (b) Copy of the letter no. CS.III/Circular/2023/559, dated 17th August, 2023 received from the Deputy Registrar, University of Delhi, Delhi, regarding to allow another opportunity to the employees of University & its Colleges to exercise/re-exercise option for pay fixation within a period of three months (**Enclosure 17**)

RESOLUTION: (a) & (b) Recorded and adopted

9 **ANY OTHER ITEM WITH PERMISSION OF THE CHAIR**

- (1) **To consider the request of Prof. C. Sheela Reddy, Principal, to condemn the baseless malicious complaint made by Mr. Madan Lal Gautam, Section Officer (Admn.,) against her.**

Prof. C. Sheela Reddy, Principal, in her letter dated 24th August, 2023 addressed to the Chairman, College Governing Body, informed that Mr. Madan Lal Gautam, Section Officer (Admin.) sent a communication through mail to the National Commission for Schedule Caste and Schedule Tribes, Govt. of India, Vice Chancellor & Director South Campus, University of Delhi and other university authorities against her casting baseless allegations and derogatory remarks for not conceding to his illegitimate demand of making him Administrative Officer (I/c) (**Enclosure 18**)

Further, Prof. Sheela Reddy, informed in her letter that Mr. Madan Lal Gautam has made malicious complaints/allegations against her which are unacceptable and uncalled for. She also narrated that all the contents of his letter are merely concocted to malign the image of the Principal.

She also provided the past record of Mr. Madan Lal Gautam's insubordination on different occasions and the consequent memos issued in this regard, which are a testament to his repeated indisciplined behaviour.

The College has also sought legal opinion from Shri Girindra Kumar Pathak, Advocate, in this regard.

Prof. C. Sheela Reddy, Principal, requested the Governing Body to take the facts stated in her letter into consideration and initiate appropriate action in the best interest of the Institution.

The Governing Body may please peruse the matter and advise.

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RESOLUTION: The GB took cognizance of the letter of Prof. C. Sheela Reddy with supporting documents regarding the complaint made by Mr. Madan Lal Gautam and resolved that he is a perpetual offender. He has been served memos in the past for his unruly behaviour on different occasions. His complaint against Prof. C. Sheela Reddy is found to be baseless, unsubstantiated, and frivolous. He has deliberately cast aspersions on her despite trying her best to complete the recruitment process and pending promotions both in teaching and non-teaching posts, keeping the larger interests of the college. Any proceedings in this regard may be taken up by the incoming principal in consultation with the College Governing Body without causing any mental harassment to Prof. C. Sheela Reddy.

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FIXATION OF A DATE FOR HOLDING THE NEXT GOVERNING BODY MEETING

The Governing Body may please fix a date for holding the next Governing Body meeting.

RESOLUTION: The venue, date and time for the meeting will be decided in consultation with the Chairperson of the Governing Body.

C. Sheela Reddy
MEMBER SECRETARY

P. K. Mishra
CHAIRMAN