

# Delhi College of Arts & Commerce

(University of Delhi)

Netaji Nagar, New Delhi - 110 023

May 14, 2015

## MINUTES

A meeting of the Staff Council was held on Thursday, May 14, 2015 at 12.15p.m. in the Staff Room of the College.

The attendance of members present is attached.

With the permission of the Chair, Dr. Rajiv Goel, Secretary - Staff Council started the proceedings of the meeting to discuss the various items on the agenda.

**Item No. 1:** To approve the minutes of the staff council meeting held on 13-01-2015 and the adjourned meeting dated 23-01-2015

The approval of the minutes of the above mentioned meetings were deferred to the next staff council meeting. The entire House unanimously agreed to the same.

**Item No. 2:** Formation of the various Committees.

The following Committees were formed:

- A)                   **MEDICAL COMMITTEE**
1. Dr. Shalini Saksena - Convenor
  2. Dr. Anil Chauhan ( Vide letter dated 22.07.2015)
  3. Sh. Awadhesh Kumar Shah
- B)                   **CANTEEN COMMITTEE**
1. Dr. P.K. Sharma - Convenor
  2. Sh. Vivek Mohan
  3. Sh. Lakhan Lal Meena
- C)                   **PROCTORIAL COMMITTEE (DISCIPLINE)**
1. NCC In-charge - Convenor
  2. Staff Council Secretary
  3. DPE/Convenor - Sports Committee
  4. Students Union Advisor
  5. Librarian
  6. NSS In-charge

**D) LIBRARY COMMITTEE**

1. All Teacher In-charges of various Departments

**E) FEE CONCESSION COMMITTEE**

1. Dr. Sujeet Kumar - Convenor
2. Sh. Manohar Lal
3. Dr. Bijaya Thakur

**F) PURCHASE COMMITTEE**

1. Dr. D.A.P. Sharma - Convenor
2. Dr. Sanjeeb Kumar
3. Dr. Tarjeet Sabharwal
4. Sh. Awadhesh Kumar Sah

**G) PROVIDENT FUND COMMITTEE**

1. Sh. I.C. Jain - Convenor
2. Bursar
3. Mr. S.K. Tandon
4. Mrs. Meera Malhan

**H) TIME TABLE COMMITTEE**

1. Dr. D.A.P. Sharma - Convenor
2. All Departmental In-charges

**I) GIRLS COMMON ROOM COMMITTEE**

1. Dr. Bijaya Thakur - Convenor
2. Mrs. Neeru Ailawadi
3. Dr. Shalini Saksena
4. Dr. Shilpa Chowdhary

**J) GARDEN COMMITTEE**

1. Dr. Devika Narula - Convenor
2. Dr. Neeru Kapoor
3. Lt. Bhupinder
4. Dr. Shilpa Chowdhary

**K) MAGAZINE COMMITTEE**

1. Dr. Anita Bhela - Convenor
2. Dr. Smita Banerjee
3. Dr. Jyotsna Pathak

**L) CULTURAL COMMITTEE**

1. Dr. Mukesh Bagoria - Convenor
2. Dr. Santosh Bharti
3. Dr. Neelam Yadav
4. Sh. Animesh Mohapatra
5. Ms. Prerna Gautam

**M) WORK LOAD COMMITTEE**

1. Mr. S.K. Tandon - Convenor
2. Teachers In-charge/Their Nominees

**N) STUDY LEAVE COMMITTEE & CHILD CARE LEAVE**

1. Dr. Deepti Taneja - Convenor
2. Mrs. Sudha Sharma
3. Mrs. Archana Jain
4. Mrs. Nalini Goyal
5. Mr. Amit Kumar Yadav

**O) NCC COMMITTEE**

1. Lt. Bhupinder - Convenor
2. Dr. Sanjeeb Kumar
3. Dr. Neelam Yadav
4. Sh. Lakhan Lal Meena

**P) SPORTS COMMITTEE**

1. Dr. Deepti Taneja - Convenor
2. Dr. P.K. Sharma
3. Dr. Mukesh Bagoria
4. Dr. Bijaya Thakur
5. Ms. Anita Sangal
6. DPE

- Q) MODERATION COMMITTEE  
(INTERNAL ASSESSMENT)**
1. Senior most Teacher of the Department
  2. Present In-charge of the Departments
  3. Previous In-charge of the Departments
- R) MONITORING COMMITTEE  
(INTERNAL ASSESSMENT)**
1. Principal
  2. Bursar
  3. Staff Council, Secretary
- S) LAND & BUILDING COMMITTEE**
1. Staff Council Secretary - Convenor
  2. Bursar
  3. Dr. O.P. Singh
  4. Dr. Tarjeet Sabharwal
  5. Sh. Vivek Mohan
  6. Mrs. Renu Singh
- T) ACADEMIC EXECUTION COMMITTEE**
1. Principal - Chairman
  2. Each Department to nominate a member
- U) PROSPECTUS COMMITTEE**
1. Dr. Vinita G. Chaturvedi - Convenor
  2. Mrs. Renu Singh
  3. Dr. Santosh Bharti
  4. All Teacher In-Charge/Their Nominees
- V) ANTI-RAGGING COMMITTEE**
1. Dr. K.L. Dhingra - Convenor
  2. Students Union Advisor
  3. NCC In-charge
  4. DPE
  5. Girls Common Room (Convenor)
  6. NSS In-charge
  7. A.O./S.O.(Admn.) - Special Invitee

W) SEMINAR COMMITTEE

As decided in the Staff Council meeting held on 03.01.2011 vide its resolution.

X) PAY FIXATION COMMITTEE

1. Dr. O.P. Singh - Convenor
2. Sh. Bir Singh
3. Lt. Bhupinder

Y) ORIENTATION/ANNUAL DAY COMMITTEE

1. Sh. S.K. Pandey - Convenor
2. Dr. K.L. Dhingra
3. Dr. Jyotsna Pathak
4. Sh. Amit Kumar Yadav

Z) PLACEMENT COMMITTEE

1. Dr. Anuradha Gupta - Convenor
2. Dr. Tarjeet Sabharwal
3. Dr. K.L. Dhingra
4. Mrs. Rashmi Sharma
5. Ms. Perna Gautam

AA) ALUMNI COMMITTEE

1. Dr. Anuradha Gupta - Convenor
2. Ms. Perna Gautam
3. Sh. Lakhan Lal Meena
4. Dr. K.L. Dhingra

BB) MOUNTAINEERING AND WILDLIFE COMMITTEE

1. Dr. Sujeet Kumar - Convenor
2. Mr. Vivek Mohan
3. Ms. Anita Sangal
4. DPE

**Item No. 3: Any other matter with the permission of the Chair.**

No other matter was taken up in the meeting.

The meeting came to an end with the vote of thanks to the Chair.

  
Dr. RAJIV GOEL  
Secretary - Staff Council

  
Dr. RAJIV CHOPRA  
Chairman - Staff Council

Copy to:

1. Librarian,
2. A.O. (Admn.),
3. A.O. (A/Cs.)