

A meeting of the Steering Body was held on
Saturday 16 December 72. The following members
were present.

1. K. B. L. Mathur

2. B. Chaurhan

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4. Veena Duggal.

5. T. Mathur

6. P. Dube

7. Arup (A. R. W.)

8. L. K. Advani

BHARATI MAHILA COLLEGE : LINK ROAD :

NEW DELHI

(University of Delhi)

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MINUTES OF THE GOVERNING BODY MEETING HELD ON
DAY THE 16TH DECEMBER, 1972 AT 5.00 P.M.

to be confirmed at next meeting

Following members were present :

K.B.L.Mathur
B.L.Chauhan
M.L.Khurana
Veena Duggal
Miss) T.Motihar
P.Dube
A.R.Wig
L.K.Advani
Mrs.) L.Panigrahi

Following members regretted their inability to be present
the meeting :

.(Miss)Urmilla Khanna
K.Kudesia

Minutes of the last Governing Body Meeting held on 7th
ember, 1972 were circulated to the members and confirmed.

Following matters arising from the last minutes were
discussed and approved :

ACADEMIC

Letter No.BMC/72/689 dated the 28th September, 1972 addressed
Shri Shanti Narayan, Dean of Colleges, University of Delhi,
conveying the views of the Governing Body on the transfer of
students from Timarpur College (now named as Satyawati College).

ADMINISTRATION

Uma Anand, Lecturer in Political Science who was granted
sabbatical leave vide item No.6 of the meeting held on 14.4.72
resumed her duty on 4.9.72 and as such the annual increment
granted w.e.f. 4.9.72 as per University rules which was
on 17.7.72 as per item No.6(d)(i) of the meeting held on
17.7.72. Miss Nirmala Jain appointed in her leave vacancy was
relieved w.e.f. 2.9.72.

Deepa Mathur, Lecturer in Economics who was granted
sabbatical leave vide item No.5 of the meeting held on 14.4.72
resumed her duty on 18.9.72 and as such the annual increment
which was due on 18.9.72 was granted accordingly as per Uni-
versity Rules. Miss Bharati Sud appointed in her leave
vacancy was relieved w.e.f. 16.9.72 (17.9.72 being Sunday).

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the cases of protection of pay and retention of date of increment, as approved by the University vide its letter noted against each and payment of arrears with the approval of the Chairman and Treasurer to them :

- Miss Usha Jain, Lecturer in Economics at Rs.440/-p.m. w.e.f. 4th August, 1972; | Approved vide Univ. letter No.8(70)/CB. 72/35115 dated 27th/28th October, 72.
- Mrs. Usha Rani, Lecturer in Economics at Rs.440/-p.m. w.e.f. 18th Sept., 1972;
- Miss Urmil Bhandari, Lecturer in Political Science at Rs.440/- p.m. w.e.f. 20th July, 1972;
- 4. Dr. (Mrs.) U. Gambhir, Lecturer in Hindi at Rs.440/- p.m. w.e.f. 19th August, 1972. | No.8(70)/CB-72/29313 dated 15.9.72.
- 5. Principal reported that the University has also approved the grant of higher initial pay to Mrs. Shashi Chawla at Rs.440/- p.m. w.e.f. 5th August, 1972 vide letter No.8(77)/71-CB/45855 dated 8.12.1972. The case of Miss Mohini Chawla is under correspondence.

The clarification with regard to the tenure of the term of the members of the Governing Body of the College whether the amendment of Ordinance XVIII will be applicable with retrospective effect (since this Governing Body was formed before the Ordinance was amended by the Executive Council) sought from the University of Delhi vide letter No.BMC/Admn.4/72/655 dated 16.9.72 as asked by the Governing Body vide item No.21 of the meeting held on 7.9.1972 and the reply received from University of Delhi vide its letter No.CB-72/31781 dated 30.9.72/4.10.72 that the communication sent vide letter No. CB-72/47536 dated 11th/14th February, 1972 was in accordance with the decision of the University. This was noted by the Governing Body.

ACCOUNTS

- The Provident Fund Rules of Bharati Mahila College as approved by the Governing Body at its meeting held on 7.9.1972 forwarded to the University Grants Commission by University of Delhi for consideration and approval vide letter No.CB-72/PF/26/32480 dated 11/12.10.1972.
- I. A Saving Bank Account in the name of Bharati Mahila College Provident Fund _____ Account was opened with the State Bank of India jointly operated by the Principal and the Treasurer.
- I. It was resolved that the amount of Rs.5000/- in the Provident Fund Saving Bank account, be invested in a long term fixed deposit with State Bank of India as per item No.16(i) of the Governing Body Meeting held on 7.9.1972.
- V. The University Grants Commission letter No.F.48-7/72(CU-II) dated 21st October, 1972, conveying the acceptance of the proposal of the College for the purchase of a Mini Bus at an estimated cost of Rs.50,000/- under which Commission's contribution will be Rs.25,000/- or 50% of the actual expenditure whichever is less, was noted by the Governing Body. The Delhi Administration was informed about the same. The Governing Body resolved that a Station Wagon be purchased on the above basis.

- V. The University of Delhi letter No.CB-72/31143 dated 28th Sept., 1972/3rd October, 1972, enclosing therewith a copy of U.G.C. letter No.F 18-1/68(CU) dated 26th October, 1968 in reply to this College letter No.BMC/Accts/3(a)/72/599 dated 16th Sept., 1972, regarding Insurance against Fire and Theft of Furniture and equipment of the College as per decision taken by the Governing Body at its meeting held on 7.9.1972 vide item No. 22(i) was noted and it was decided to seek a clarification from Delhi Administration as to whether the College would be responsible to insure against fire or Delhi Administration.

ADMINISTRATION

Academic Staff

- (a) The appointment of Miss Asha Sachdev as part-time Lecturer in Economics w.e.f. 14th Sept., 1972 at Rs.300/- p.m. (fixed) as recommended by the Head of the Department of Economics, University of Delhi vide his letter No.Econ/72/4 dated 1st September, 1972 was approved.
- (b) An ad-hoc appointment of Miss Kamlesh Tuli as Lecturer in Political Science w.e.f. 1st November, 1972 (FN) at Rs.400/- plus usual allowances against maternity leave vacancy of Mrs. Shashi Kant Chawla, as recommended by the Head of the Department of Political Science, University of Delhi, vide his letter No.PS/PS/1364 dated the 24th October, 1972, was approved.
- (c) An ad-hoc appointment of Miss Sudesh Khatri as Lecturer in History w.e.f. 23rd October, 1972 (FN) at Rs.400/- plus usual allowances against the leave vacancy of Mrs. Veena Dutta as recommended by the Head of the Department of History, University of Delhi, vide his letter No.ASF/31/ dated 20th October, 1972 was approved. It was noted that she was relieved on 17.11.72 (AN).

The approval accorded by the Chairman on the recommendation of the Principal for grant of one month 'half-pay leave' to Mrs. Veena Dutta, Lecturer in History w.e.f. 19th October, 1972 was noted by the Governing Body. It was also noted that she resumed her duty on 18th November, 1972 (FN).

The action taken by the Chairman to grant of annual increment to Dr. (Mrs.) L. Anigrhi, Principal, Bharati Mahil College w.e.f. 14th October, 1972, was approved by the Governing Body.

Administrative Staff

The approval accorded by the Chairman on the recommendation of the Principal was noted by the Governing Body in the following matters :

- (a) Grant of annual increments to the following non-academic staff from the dates noted against each :

S.No.	Name	Designation	Last Pay	Date of joining	Date of increment
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1. Miss Usha Gulati Prof.Asstt. Rs.250/- 14.7.72 14.7.72*

*vide University letter No.CB-72/35(1)/1087 dated 30th May/1st June, 1972.

- V. The University of Delhi letter No.CB-72/31143 dated 28th Sept., 1972/3rd October, 1972, enclosing therewith a copy of U.G.C. letter No.F.18-68(CU) dated 26th October, 1968 in reply to this College letter No.BMC/Accts/3(a)/72/599 dated 16th Sept., 1972, regarding insurance against Fire and Theft of Furniture and equipment of the College as per decision taken by the Governing Body at its meeting held on 7.9.1972 vide item No. 22(i) was noted and it was decided to seek a clarification from Delhi Administration as to whether the College would be responsible to insure against fire or Delhi Administration.

A D M I N I S T R A T I O N

Academic Staff

- (a) The appointment of Miss Asha Sachdev as part-time lecturer in Economics w.e.f. 14th Sept., 1972 at Rs.300/- p.m. (fixed) as recommended by the Head of the Department of Economics, University of Delhi vide his letter No.Econ/72/4 dated 1st September, 1972 was approved.
- (b) An ad-hoc appointment of Miss Kamlesh Tuli as Lecturer in Political Science w.e.f. 1st November, 1972 (FN) at Rs.400/- plus usual allowances against maternity leave vacancy of Mrs.Shashi Kant Chawla, as recommended by the Head of the Department of Political Science, University of Delhi, vide his letter No.PS/PS/1364 dated the 24th October, 1972, was approved.
- (c) An ad-hoc appointment of Miss Sudesh Khatri as Lecturer in History w.e.f. 23rd October, 1972 (FN) at Rs.400/- plus usual allowances against the leave vacancy of Mrs.Veena Dutta as recommended by the Head of the Department of History, University of Delhi, vide his letter No.ASE/31/ dated 20th October, 1972 was approved. It was noted that she was relieved on 17.11.72 (AN).

The approval accorded by the Chairman on the recommendation of the Principal for grant of one month 'half-pay leave' to Mrs.Veena Dutta, Lecturer in History w.e.f. 19th October, 1972 was noted by the Governing Body. It was also noted that she resumed her duty on 18th November, 1972 (FN).

The action taken by the Chairman to grant of annual increment to Dr.(Mrs.) L. Manigrahi, Principal, Bharati Mahila College w.e.f. 14th October, 1972, was approved by the Governing Body.

Administrative Staff

The approval accorded by the Chairman on the recommendation of the Principal was noted by the Governing Body in the following matters :

- (a) Grant of annual increments to the following non-academic staff from the dates noted against each :

S.No.	Name	Designation	Last Pay	Date of joining	Date of increment
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1.	Miss Usha Gulati	Prof.Asstt.	Rs.250/-	14.7.72	14.7.72*
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*vide University letter No.CB-72/35(1)/1087 dated 30th May/1st June, 1972.

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2. Shri M.K. Mehta	Assistant	Rs. 140/-	1.12.71	26.11.72**
3. Shri S.C. Gupta	Cashier	Rs. 135/-	2.12.71	19. 9.72**

**vide University letter No. CB-72/35(2)/Min. staff/53110 dated 20.3.1972.

4. Miss Madhu Wadhwa	Lib. Clerk	Rs. 110/-	2.12.71	2.12.72
5. Shri D.P. Pandey	Asstt. (LDC)	Rs. 110/-	1.10.71	1.10.72@

Class IV Staff

1. Shri Amar Singh	Peon	Rs. 70/-	5.10.71	5.10.72@
2. Shri Kamlesh	Sweeper	Rs. 70/-	16. 9.71	16. 9.72@
3. Shri Tara Chand	-do-	Rs. 70/-	1.12.71	1.12.72@
4. Shri Vishal Man	Waterman	Rs. 70/-	1.12.71	*5.12.72@
5. Shri Baljeet	Chowkidar	Rs. 70/-	1.12.71	1.12.72@

*Note: Shri Vishal Mani was on leave. Hence the increment during the year 1972-73 was allowed to be drawn on the date he resumed his duty as per rules. He resumed his duty on 5.12.72. The original date of increment will remain the same i.e. 1st December, every year, if otherwise admissible.

@ vide University letter No. CB-72/35(2)/3/29295 date 19th September, 1972.

- (b) Confirmation of the following non-academic staff on the recommendation of the Principal, from the date of appointment as noted against each, was approved by the Governing Body :

<u>S.No.</u>	<u>Name</u>	<u>Designation</u>	<u>Date of Appointment and Confirmation</u>
1.	Shri M.K. Mehta	Asstt. (UDC)	1.12.1971
2.	Shri S.C. Gupta	Cashier	2.12.1971
3.	Miss Madhu Wadhwa	Lib. Clerk	2.12.1971

- (c) Appointments of the following Class IV Staff on ad-hoc basis from the dates noted against each, were approved :

<u>S.No.</u>	<u>Name</u>	<u>Designation</u>	<u>Pay Scale</u>	<u>Date of joining</u>
1.	Shri Ram Singh Rawa	Chowkidar	Rs. 70-85	30.9.1972
2.	Shri Chajju Ram	Cycle-Peon	Rs. 70-85	1.12.1972 (FN)

- (a) The Governing Body approved of the action of the Chairman in relieving Shri S.S. Vashisht at his own request vide his letter dated 15th November, 1972, to enable him to join his parent office. He was relieved w.e.f. 21st November, 1972 (FN). At the same time the Governing Body took serious note of the lapses on his part and it was resolved to be recorded that his work during his tenure as Superintendent (Admn.) was most unsatisfactory.

The action of the Chairman in accepting the resignation tendered by Miss Bhupinder Kaur, Library Typist w.c.f. 15.11.1972(AN) was approved by the Governing Body and it was decided to waive one month's notice period in her case.

The following letters forwarded by the Registrar, University of Delhi, were noted :

-) U.G.C. letter No.1-46/72(CU-II) dated 14th September, 1972, from the Asstt. Secretary, University Grants Commission regarding appointment of non-academic staff in the leave vacancy.
-) Executive Council Resolution No.239 dated the 24th May, 1972, University of Delhi, received vide letter No.CD-72/105/E.C.Res./31624 dated the 28th September, 1972 regarding rehabilitation of Defence Services Personnel disabled during the recent hostilities and for providing employment to the dependents of the servicemen killed in action.

The action taken by the Chairman on the recommendation of the Principal regarding grant of Special Pay of Rs.50/- p.m. to Mr.K.L.Dhingra, Senior Assistant, for attending the job of Personal Assistant to the Principal with effect from 6.9.1972 as per University Grants Commission's approval vide letter No.F.1-15/71(CU-II) dated 22nd August, 1972, endorsed by the University of Delhi vide letter No.50(6)/72-CB/69/26806 dated 6.9.1972, was approved by the Governing Body.

Introduction of B.Com.(Pass) instead of Commerce in B.A.(Pass) was considered by the Governing Body and it was resolved that B.Com.(Pass) be introduced instead of Commerce in B.A.(Pass).

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The action taken by the Chairman on the recommendation of the Principal regarding appointment of Dr.(Mrs.)Sushma Grover as College Medical Officer for medical inspection of the students for the year 1972-73 as per decision taken in Governing Body Meeting held on 14.4.1972, was approved by the Governing Body.

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The Contract given to Shri R.K.Uppal, 212-Raja Gardens, New Delhi-Prop.M/s Din Dayal Dhekh Chand & Co., for running the College Canteen upto 31st July, 1973 as per Agreement executed by them on the recommendation of the Canteen Committee at its meeting held on 12th September, 1972, was approved by the Governing Body.

972

972(FN)

The views of the Governing Body vide item No.8 of the Governing Body Meeting held on 14.4.1972 were conveyed to the Directorate of Education, Capital Works Branch vide this College office letter No.BMC/Admn.35/72/588 dated 16.9.72 and subsequent letter No.BMC/72/Admn.35/816 dated 25.10.72 in reply to the letter received from the Deputy Director of Education letter No.F.17/Site/85/DC/71/CW/11197 dated 28.9.1972 regarding allotment of land to Bharati Mahila College in Subash Nagar Zone G-8), was noted by the Governing Body.

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The Governing Body reiterated its stand that land for the college be acquired in Karol Bagh area.

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The Principal also reported the receipt of the letters from Delhi Administration No.F.17/85/Site/Jhandewalan/71/CW/11964 dated 16.11.72 and F.17/85/Site/Jhande/71/CW/12496-9 dated 12.12.1972, in this regard.

13. Letter No.F.17/Site/85/71/CW/12131 dated 12.11.72 received from the Deputy Director of Education, Delhi Administration, enclosing therewith University Grants Commission letter No.F.1-25/72 (CU-II) dated 14.11.72 addressed to Shri D.S. Misra, Director of Education, Delhi Administration, Delhi regarding payment of the cost of land allotted to Delhi Administration sponsored colleges by the Delhi Development Authority on concessional/non-concessional rates was noted by the Governing Body.

14. The position regarding the shifting of Bharati Mahila College to the new Govt. Higher Secondary School Building at Plot No.3, Jhandewalan, vide letter No.F.17/E-122/71/CW/12004-7 dated 18.11.72, a copy of which was received from the Deputy Director of Education, Delhi was noted by the Governing Body.

The Principal also reported the letters received from the Executive Engineers, Elect. Div. No. III, C.P.W.D., New Delhi and Div. No. 5, Delhi Administration, regarding electrical work and civil work respectively, as noted below:

- (i) Letter No.24(1) DAE.D.III/17128-32 dated 28.11.72
(ii) Letter No.23/28-5/14672-76 dated 29.11.72

The Chairman was requested by the Members to write to the Director of Education in this regard so that the College may be shifted in its new building at the earliest.

A C C O U N T S _ _ & _ _ F I N A N C E

15. The grants received from the University Grants Commission were noted:-

Recurring

- (a) Maintenance Grants for Rs.94,000.00
1972-73 (IInd instalment)

(Total grant received so far comes to Rs.2,19,000.00 for the year 1972-73 including 1st instalment of Rs.1,25,000/-)

Non-recurring

- (b) For purchase of furniture and equipment for general use. Rs.14,500.00
(Total grant received so far comes to Rs.28,500/- including Grant of Rs.4,000/- during the year 1971-72 and Rs.10,000/- received during the year 72-73)

- (c) For purchase of Library Books Rs. 9,000.00
(Total grant received so far comes to Rs.24,000.00 including grant of Rs.15,000.00 received during the year 1971-72)

- (d) Grant for N.S.S. received from the University of Delhi, Delhi for the year 1972-73 2,000.00
- (e) Grant for Students' Aid Fund for the year 1972-73 (1st instalment) 1,000.00

16. I. It was resolved that the Bank Accounts (Maintenance and Students Societies) at Punjab National Bank, Gurdwara Road, Karol Bagh, be closed.

II. It was resolved that the Maintenance Grant Account and Students Societies Account be opened at State Bank of India. The accounts will be operated as per rule No.13 of the Rules of Bharati Mahila College Society, the extract of which is given below:

"The College shall maintain the following Bank Accounts:-

1. Capital
2. Maintenance Grant
3. Students Societies
4. Hostel

Subject to the availability of Funds and limits laid down for expenditure under different items by the University Grants Commission for purposes of approved expenditure, the accounts will be operated and the cheques will be signed by persons as follows:-

Name of Account	Persons authorised to operate and to issue the Cheques	Alternative persons
Capital Account	The Chairman & the Treasurer signing jointly	In the absence of either of the two the Principal will sign the cheques in his place
Maintenance Grant Account	The Principal and the Bursar signing jointly	In the absence of either of the two the Treasurer will sign the Cheques in his place
Students Societies Account	The Principal & the Domestic Bursar signing jointly	In the absence of either of the two the Treasurer will sign the cheques in his place
Hostel account	The Principal and the Warden signing jointly.	

- (d) Grant for N.S.S. received from the University of Delhi, Delhi for the year 1972-73 2,000.00
- (e) Grant for Students' Aid Fund for the year 1972-73 (1st instalment) 1,000.00

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Name of Account	Persons authorised to operate and to issue the Cheques	Alternative persons
Capital Account	The Chairman & the Treasurer signing jointly	In the absence of either of the two the Principal will sign the cheques in his place
Maintenance Grant Account	The Principal and the Bursar signing jointly	In the absence of either of the two the Treasurer will sign the Cheques in his place
Students Societies Account	The Principal & the Domestic Bursar signing jointly	In the absence of either of the two the Treasurer will sign the cheques in his place
Hostel account	The Principal and the Warden signing jointly.	

The action taken by the Chairman and the Treasurer for payment of Interim Relief to the Teaching and Non-Teaching Staff of the College as sanctioned by the Government of India and approved by the University vide letter No.CB-72/33(8)/96/32654 dated 10th October, 1972 was approved by the Governing Body.

8. The action taken by the Chairman for approving the panel of the three names of Auditors to audit the accounts of the College for the year 1972-73 as under, was approved by the Governing Body.

1. M/s.P.D.Mathur & Co.,
Chartered Accountant,
Bhagirath Palace,
Delhi
2. M/s.H.C.Srivastava & Co.,
Chartered Accountant,
Dariba, Chandni Chowk,
Delhi
3. M/s.G.D.Pandit & Co.,
Chartered Accountant,
1687, Arya Samaj Road,
New Delhi-5

19. The expenditure incurred under the following Heads which exceeded the budgeted amount was approved by the Governing Body.

	Total expenditure	Budget Amount	Excess amount
Advertisement	2079.25	2,000.00	79.25

Note: Delhi Administration submitted the advertisement Bills amounting to Rs.1011/- which related to the advertisements made by them during the year 1971-72 vide letter No.F.31/57/71.Edu. dated 5.9.72 referring U.G.C. letter No.F.1-18/67(CW) dated 5.9.68 which was received from them later.

20. The expenditure to be incurred under the following heads likely to exceed the budgeted amount but under the limit of fee income as per norms prescribed by the University/University Grants Commission was approved by the Governing Body.

S.No.	Name of item	Fee income expected	Budget	Additional budget approved.
		Rs.	Rs.	Rs.
1.	House Examination	1325.00	1200.00	125.00
2.	Magazine fee	3320.00	3000.00	320.00
3.	Library and Reading Room Fee & Add.U.G.C.Grant @ 15/- per student as above.	9960.00		
	Total:	9960.00	18900.00	1020.00
4.	Medical Fee	1990.00	1800.00	190.00
5.	Garden Fee	1325.00	1200.00	125.00

(Cont,9)

21. The options given by the undermentioned teachers regarding contribution towards Provident Fund from the date of appointment vide P.F.Rules No.4(2)Note, were noted:-

S.No.	Name	Date of appointment	No. of instalments to be deducted for arrears of P.F. as desired by the teachers
1.	Miss P.Dube	15.9.1971	Three
2.	Miss V.Duggal	15.9.1971	Three
3.	Dr.(Mrs)N.Jindal	16.9.1971	Three
4.	Dr.(Miss)Saroj Kumari	16.9.1971	One
5.	Dr.(Mrs.)U.Gambhir	16.9.1971(AN)	One
6.	Miss Kumudini	17.9.1971	Three
7.	Mrs.U.Anand	17.9.1971(AN)	Three
8.	Mrs.D.Mathur	18.9.1971	Three
9.	Mrs.V.Dutta	27.9.1971(AN)	Three

Note: The arrears of Provident Fund were deducted of the above teachers as per options from the date of appointment and the equal management contribution as per rules was made and deposited in Provident Fund Saving Bank Account at State Bank of India.

M I S C E L L A N E O U S

22. The following Delhi University letters were noted:-

- (i) No.14(19)/72-CB/52919 dated January 22,1972/18th March,1972 endorsing U.G.C. letter No.F.31-5/70(CU-II)dated 16th March,1971 regarding writing off the loss of books in the colleges.
- (ii)No.CB-72/35(1)/69/33770 dated 22nd Oct.1972 enclosing therewith a copy of the University Grants Commission letter No.F.50-19/68(CU) dated 24th July,1969 and report of the Committee on procedure and mechanics of verification of stocks of Libraries in Central University.
- (iii)No.CB-72/14/38/35489 dated 27th October,1972 conveying the decision of U.G.C. to exhibit the Library books and furniture on the asset side of the Balance Sheet.

In this regard it was noted that his college has already shown the library books and furniture and equipment on the asset side of the Balance Sheet as on 31.3.1972 and a similar fund has been created on the Liabilities side.

- (iv) No.CB-72/1/14(38)/32081 dated Sept.23,1972 forwarding therewith a copy of U.G.C. letter No.F.1-34/68/(CU-II) dated 14th August,1972 alongwith the report of the Committee appointed by the University Grants Commission regarding procedural irregularities pointed by the A.G.C.R. and on the Inspection Report of the Delhi Colleges.
- (v) No.CB-72/10/0/39979 dated 25th Nov.1972 endorsing the U.G.C letter No.1-40/72(CU-II) dated 2nd November,1972 regarding proposal for starting shorthand and typewriting classes in the colleges affiliated to Delhi University.

The Chairman thanked the Members of the Governing Body and the Principal for their co-operation in the governance of the College.

The Principal expressed her sincere gratefulness for the keen interest taken and the valuable guidance which the members of the Governing Body, in particular the Chairman and the Treasurer gave to the college during their tenure of office.

Shri Bansilal Chauhan also spoke eloquently of the great qualities of the Chairman.

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

Dr.(Mrs.)L.Panigrahi,
(PRINCIPAL)
MEMBER SECRETARY

Mehta