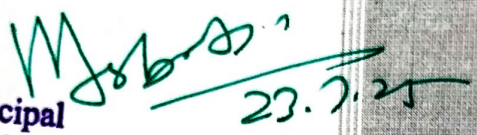


2025-26

ADMINISTRATIVE_COMMITTEES


Principal
S.U.S. Govt. College
Matak Majri-Indri (Karnal)

Principal
Shaheed Udham Singh Government College
7/24/2025



SHAHEED UDHAM SINGH GOVERNMENT COLLEGE

MATAK MAJRI-INDRI – 132041 DISTT. KARNAL (HR.)

(NAAC Accredited: Grade 'B' with NAAC score 2.47)

E-mail: susgcm@gmail.com

www.susgcmatakmajri.com

Ref. No. SUSGCM/1542

Dated 23.07.2025

OFFICE-ORDER

ADMINISTRATIVE COMMITTEES, 2025-26

For smooth and effective administration of the college affairs, following administrative committees are hereby constituted to execute plans & policies and to conduct various activities for the academic session 2025-26. The committees will be functional w.e.f. 24.07.2025 till further orders. The convenors/coordinators of the committees are directed to conduct a meeting of all the members of their committee within a week and chalk out their annual plan to devise necessary steps e.g. planning budget, inviting quotations, tenders, implementation of Govt. policies & to discuss the guidelines/orders etc. to be followed and obeyed by the members. All concerned may please note:

1. College Council (Quality Advisory Committee).

Sr. No.	Name	Designation	Remarks	Signatures
1.	Dr. Surender Singh	Associate Professor	Coordinator	
2.	Prof. Rajkumar	Professor	Member	
3.	Prof. Anil Kumari	Professor	Member	
4.	Prof. Ranbir Singh	Professor	Member	
5.	Dr. Meera	Associate Professor	Member	
6.	Dr. Shalini Aggarwal	Associate Professor	Member	
7.	Dr. Deepa	Associate Professor	Member	

2. Internal Quality Assurance Cell (statutory & regulatory body responsible for AQAR/ AISHE/ NIRF/ PRAYAAS/NEP/IDP implementation & overall college development)

Sr. No.	Name	Designation	Remarks	Signatures
1.	Prof. Mahender Singh Bagi	Principal	Chairperson	
2.	Dr. Surender Singh	Associate Professor	Coordinator	
3.	Prof. Rajkumar	Professor	Faculty Member	
4.	Prof. Ranbir Singh	Professor	Faculty Member	
5.	Dr. Deepa	Associate Professor	Member Secretary	
6.	Dr. Sonia Rani	Assistant Professor	Faculty Member	
7.	Mrs. Pooja	Assistant Professor	Faculty Member	
8.	Dr. Gulab Singh	Assistant Professor	Faculty Member	
9.	Dr. S.B. Bhardwaj	Assistant Professor	Faculty Member	
10.	Mr. Naresh	Assistant Professor	Faculty Member	
11.	Prof. Rishi Pal Chauhan	Professor	External Member	
12.	Mr. Sanjay Kumar	Industrialist	External Member	
13.	Mr. Jang Singh	Community Representative	External Member	
14.	Mr. Sandeep Kumar	Alumni Representative	External Member	
15.	Mr. Praveen Kumar	Dy. Supdt.	Non-teaching Member	
16.	Mr. Lovish	Student, B.Sc. II	Student Member	

Dr. Meera

Assoc. Prof.

Faculty Member

AISHE

Principal

S.U.S. Govt. College

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3. Public Information Office (S.P.I.O. & A.S.P.I.O.)

Sr. No.	Name	Designation	Remarks	Signatures
1.	Prof. Raj Kumar	Professor	S.P.I.O.	<i>[Signature]</i>
2.	Mr. Praveen Kumar	Dy. Supdt.	A.S.P.I.O.	<i>[Signature]</i>

4. Tutorial Board/ Students' Mentoring Board

Sr. No.	Name	Designation	Remarks	Signatures
1.	Dr. Surender Singh	Associate Professor	Convenor	<i>[Signature]</i>
2.	Prof. Anil Kumari	Professor	Member	<i>[Signature]</i>
3.	Dr. Shalini Aggarwal	Associate Professor	Member	<i>[Signature]</i>
4.	Dr. Ramesh Kumar	Assistant Professor	Member	<i>[Signature]</i>
5.	Dr. S.B. Bhardwaj	Assistant Professor	Member	<i>[Signature]</i>

5. Proctorial Board

Sr. No.	Name	Designation	Remarks	Signatures
1.	Dr. Surender Singh	Associate Professor	Convenor	<i>[Signature]</i>
2.	Prof. Rajkumar	Professor	Member	<i>[Signature]</i>
3.	Prof. Anil Kumari	Professor	Member	<i>[Signature]</i>
4.	Prof. Ranbir Singh	Professor	Member	<i>[Signature]</i>
5.	Dr. Shalini Aggarwal	Associate Professor	Member	<i>[Signature]</i>

6. College Bursar

Sr. No.	Name	Designation	Remarks	Signatures
1.	Mr. Sumit Goel	Assistant Professor	Bursar	<i>[Signature]</i>

7. Staff-Secretary (responsible for Principal-staff liaison, Staffroom Management & Staff grievances)

Sr. No.	Name	Designation	Remarks	Signatures
1.	Dr. Ramesh Kumar	Assistant Professor	Staff Secretary	<i>[Signature]</i>

8. Stage Secretary Panel

Sr. No.	Name	Designation	Remarks	Signatures
1.	Dr. Deepa	Associate Professor	Convenor	<i>[Signature]</i>
2.	Mrs. Dimple	Assistant Professor	Member	<i>[Signature]</i>
3.	Dr. Gulab Singh	Assistant Professor	Member	<i>[Signature]</i>

9. Social Secretary

Sr. No.	Name	Designation	Remarks	Signatures
1.	Mr. Sumit Goel	Assistant Professor	Social Secretary	<i>[Signature]</i>

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10. IT Cell (Biometric attendance record/Website management/ Edu-sat/ Smart classroom/HRMS Portal/ MIS Portal/ ERP Portal/ IDP Portal etc.)

Sr. No.	Name	Designation	Remarks	Signatures
1.	Dr. Deepa	Associate Professor	Convenor	
2.	Dr. Rajni	Assistant Professor	Member	
3.	Dr. Gulab Singh	Assistant Professor	Member	
4.	Dr. Suresh Kumar	Assistant Professor	Member	
5.	Dr. S.B. Bhardwaj	Assistant Professor	Member	
6.	Mr. Naresh	Assistant Professor	Member	
7.	Mrs. Swati Goel	Assistant Professor	Member	
8.	Mrs. Rachna	Computer Instructor	Technical Associate	
9.	Mrs. Alka	Computer Instructor	Technical Associate	
10.	Mrs. Sonia Devi	Language Lab Instructor	Technical Associate	
11.	Mr. Ankur	Lab Attendant	Technical Associate	

11. Internal Complaints Committee

Sr. No.	Name	Designation	Remarks	Signatures
1.	Prof. Anil Kumari	Professor	Convenor	
2.	Prof. Ranbir Singh	Professor	Faculty Member	
3.	Dr. Deepa	Associate Professor	Faculty Member	
4.	Mrs. Anita	Assistant Professor	Faculty Member	
5.	Prof. Punam Devi Bagi	Professor	External Member	
6.	Dr. Bir Inder Kaur	Associate Professor	External Member	
7.	Ms. Neeru Devi	Chairperson, NIFAA	External Member	
8.	Mr. Praveen Kumar	Dy. Supdt.	Non-teaching Member	
9.	Mrs. Himani	Clerk	Non-teaching Member	
10.	Ms. Tanisha	Student, M.Com. (F)	Student Member	
11.	Mr. Lovish	Student, B.Sc. (II)	Student Member	
12.	Ms. Kanishka	Student, B.A. (II)	Student Member	

12. Attendance Regulatory Committee (responsible for absentee slips/fine collection/fee concession/ SAF/ RKF/ RCF)

Sr. No.	Name	Designation	Remarks	Signatures
1.	Mrs. Vibha Goyal	Assistant Professor	Convenor	
2.	Mr. Pradeep Vats	Assistant Professor	Member	
3.	Mrs. Pooja	Assistant Professor	Member	
4.	Mrs. Reena Saini	Assistant Professor	Member	

13. HKRN/Outsourcing/ Apprentice Engagement Committee

Sr. No.	Name	Designation	Remarks	Signatures
1.	Prof. Rajkumar	Professor	Convenor	
2.	Dr. Meera	Associate Professor	Member	
3.	Dr. Ramesh Kumar	Assistant Professor	Member	
4.	Mrs. Swati Goel	Assistant Professor	Member	
5.	Mr. Praveen Kumar	Dy. Supdt.	Member	

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14. Alumni Coordination Committee

Sr. No.	Name	Designation	Remarks	Signatures
1.	Prof. Anil Kumari	Professor	Convenor	<i>[Signature]</i>
2.	Dr. Meera	Associate Professor	Member	<i>[Signature]</i>
3.	Dr. Reeta Bajaj	Associate Professor	Member	<i>[Signature]</i>
4.	Mrs. Dimple	Assistant Professor	Member	<i>[Signature]</i>
5.	Mrs. Minakshi Devi	Assistant Professor	Member	<i>[Signature]</i>
6.	Dr. Gulab Singh	Assistant Professor	Member	<i>[Signature]</i>
7.	Dr. Mamta Rani	Assistant Professor	Member	<i>[Signature]</i>
8.	Dr. Savita Rani	Assistant Professor	Member	<i>[Signature]</i>

15. Time-Table & Workload Committee

Sr. No.	Name	Designation	Remarks	Signatures
1.	Mt. Sumit Goel	Assistant Professor	Convenor	<i>[Signature]</i>
2.	Dr. Suresh Kumar	Assistant Professor	Member	<i>[Signature]</i>
3.	Dr. Mamta Rani	Assistant Professor	Member	<i>[Signature]</i>
4.	Mr. Naresh	Assistant Professor	Member	<i>[Signature]</i>
5.	Dr. Suman Devi	Extension Lecturer	Member	<i>[Signature]</i>

16. National Cadet Corps

Sr. No.	Name	Designation	Remarks	Signatures
1.	Prof. Ranbir Singh	Professor	Associate NCC Officer	<i>[Signature]</i>

17. National Service Scheme (Adventure Club/Hobby Club/Social Service Club)

Sr. No.	Name	Designation	Remarks	Signatures
1.	Mrs. Dimple till 30.09.25	Assistant Professor	Incharge, Unit-I	<i>[Signature]</i>
	Mrs. Reena Saini w.e.f. 1.10.25			<i>[Signature]</i>
2.	Dr. Bal Rishi 31.08.25	Assistant Professor	Incharge, Unit-III	<i>[Signature]</i>
	Dr. Gulab Singh 01.09.2025			<i>[Signature]</i>
3.	Mr. Kuldeep Singh	Assistant Professor	Incharge, Unit-II	<i>[Signature]</i>

18. Social Outreach Committee (Red Cross/Red Ribbon Club/ Blood Donation/ Road Safety Awareness etc.)

Sr. No.	Name	Designation	Remarks	Signatures
1.	Prof. Ranbir Singh	Professor	Convenor	<i>[Signature]</i>
2.	Dr. Meera	Associate Professor	Member	<i>[Signature]</i>
3.	Dr. Shalini Aggarwal	Associate Professor	Member	<i>[Signature]</i>
4.	Dr. Reeta Bajaj	Associate Professor	Member	<i>[Signature]</i>
5.	Mr. Prajeep Vats	Assistant Professor	Member	<i>[Signature]</i>
6.	Dr. Mamta Rani	Assistant Professor	Member	<i>[Signature]</i>
7.	Mrs. Swati Goel	Assistant Professor	Member	<i>[Signature]</i>

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19. Transportation Facility Management Committee (Bus Pass, rental vehicle arrangements etc.)

Sr. No.	Name	Designation	Remarks	Signatures
1.	Mr. Naveen Kumar	Assistant Professor	Convenor	
2.	Dr. Bal Rishi	Assistant Professor	Member	
3.	Mr. Sandeep Kumar	Assistant Professor	Member	

20. Physical Infrastructure Maintenance & Development Committee (PWD(B&R) works, Building Fund, Dilapidation Fund etc.)

Sr. No.	Name	Designation	Remarks	Signatures
1.	Dr. Ramesh Kumar	Assistant Professor	Convenor	
2.	Mr. Pradeep Vats	Assistant Professor	Member	
3.	Mrs. Dimple	Assistant Professor	Member	
4.	Dr. Savita Rani	Assistant Professor	Member	
5.	Mrs. Vandana Saini	Assistant Professor	Member	

21. Cleanliness & Sanitation & Beautification Committee

Sr. No.	Name	Designation	Remarks	Signatures
1.	Dr. Geeta Devi	Assistant Professor	Convenor	
2.	Mr. Kuldeep Kumar	Assistant Professor	Member	
4.	Dr. Bohati Devi	Extension Lecturer	Member	
5.	Dr. Suman Devi	Extension Lecturer	Member	

22. College Canteen & Parking Supervision Committee

Sr. No.	Name	Designation	Remarks	Signatures
1.	Dr. Bal Rishi	Assistant Professor	Convenor	
2.	Dr. Gulab Singh	Assistant Professor	Member	
3.	Dr. Sonia Rani	Assistant Professor	Member	
4.	Dr. Geeta Devi	Assistant Professor	Member	

23. Legal Affairs & Legal Literacy Cell (Court Cases, Legal Awareness, Human Rights Awareness etc.)

Sr. No.	Name	Designation	Remarks	Signatures
1.	Mr. Naveen Kumar	Assistant Professor	Convenor	
2.	Dr. Suresh Kumar	Assistant Professor	Member	
3.	Dr. Geeta Devi	Assistant Professor	Member	

24. College Vigilance (Anti-ragging/Student Grievance/Discipline Committee)

Sr. No.	Name	Designation	Remarks	Signatures
1.	Prof. Rajkumar	Professor	Convenor	
2.	Dr. Nirmala Devi	Assistant Professor	Member	
3.	Dr. Bal Rishi	Assistant Professor	Member	
4.	Dr. Sonia Rani	Assistant Professor	Member	
5.	Mr. Sandeep Kumar	Assistant Professor	Member	
6.	Mr. Kuldeep Kumar	Assistant Professor	Member	

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25. Cultural Activities Club (Performing Arts-Drama/Music/Dance; Literary Activities-Debate/Declamation/Poetry; Fine Arts- Painting/Poster-Making etc.)

Sr. No.	Name	Designation	Remarks	Signatures
1.	Dr. Meera	Associate Professor	Convenor	
2.	Dr. Reeta Bajaj	Associate Professor	Member	
3.	Dr. Bharti	Assistant Professor	Member	
4.	Dr. Manju Rani	Assistant Professor	Member	
5.	Dr. Sonia Rani	Assistant Professor	Member	
6.	Dr. Gulab Singh	Assistant Professor	Member	

26. Anti-Drug/ Anti-Tobacco/ Anti-Liquor Committee

Sr. No.	Name	Designation	Remarks	Signatures
1.	Mrs. Pooja	Assistant Professor	Convenor	
2.	Dr. Laxmi Biban	Assistant Professor	Member	
3.	Dr. Harish Kumar	Assistant Professor	Member	
4.	Dr. Bal Rishi	Assistant Professor	Member	

27. Student Support Cell (Physical & Mental health support to students, Counselling, First-Aid, Dispensary)

Sr. No.	Name	Designation	Remarks	Signatures
1.	Dr. Ramesh Kumar	Assistant Professor	Convenor	
2.	Mrs. Vibha Goyal	Assistant Professor	Member	
3.	Dr. Rajni	Assistant Professor	Member	
4.	Dr. Nirmala Devi	Assistant Professor	Member	
5.	Mrs. Manju Saini	Assistant Professor	Member	
6.	Dr. Harish Kumar	Assistant Professor	Member	
7.	Mrs. Rajni Devi	Assistant Professor	Member	
8.	Dr. Bal Rishi	Assistant Professor	Member	
9.	Dr. Sonia Rani	Assistant Professor	Member	
10.	Mrs. Reena Saini	Assistant Professor	Member	

28. Jal Shakti Abhiyaan (Water arrangements in the college- RO & Water Cooler Maintenance etc.)

Sr. No.	Name	Designation	Remarks	Signatures
1.	Mrs. Vandana Saini	Assistant Professor	Convenor	
2.	Mr. Kuldeep Kumar	Assistant Professor	Member	
3.	Mrs. Reena Saini	Assistant Professor	Member	
4.	Dr. Bohati Devi	Extension Lecturer	Member	

5. Mr. Sandeep Kumar Asst. Prof. Member Secy adwal

29. Stage Decoration Committee

Sr. No.	Name	Designation	Remarks	Signatures
1.	Mrs. Rajni Devi	Assistant Professor	Convenor	
2.	Mrs. Swati Goel	Assistant Professor	Member	
3.	Mr. Sandeep Kumar	Assistant Professor	Member	
4.	Mrs. Reena Saini	Assistant Professor	Member	
5.	Dr. Bohati Devi	Extension Lecturer	Member	

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30. Earn While You Learn Scheme Implementation Committee

Sr. No.	Name	Designation	Remarks	Signatures
1.	Mrs. Anita	Assistant Professor	Convenor	Ar
2.	Mrs. Vibha Goyal	Assistant Professor	Member	Vibha
3.	Dr. Rajni	Assistant Professor	Member	Rajni
4.	Dr. Harish Kumar	Assistant Professor	Member	Harish
5.	Mr. Rajkumar	Assistant Professor	Member	Raj

31. Electricity/CCTV Surveillance/ Power Back-up Committee

Sr. No.	Name	Designation	Remarks	Signatures
1.	Dr. S. B. Bhardwaj	Assistant Professor	Convenor	S. B. Bhardwaj
2.	Mrs. Vandana Saini	Assistant Professor	Member	Vandana Saini
3.	Mr. Kuldeep Kumar	Assistant Professor	Member	Kuldeep
4.	Dr. Suman Devi	Extension Lecturer	Member	Suman

32. Educational Tours, Trips & Excursions (Boys & Girls)

Sr. No.	Name	Designation	Remarks	Signatures
1.	Mrs. Anita	Assistant Professor	Convenor	Ar
2.	Dr. Ramesh Kumar	Assistant Professor	Member	Ramesh
3.	Mrs. Dimple	Assistant Professor	Member	Dimple
4.	Dr. Minakshi Devi	Assistant Professor	Member	Minakshi
5.	Mr. Naveen Kumar	Assistant Professor	Member	Naveen
6.	Mr. Naresh	Assistant Professor	Member	Naresh
7.	Mr. Sandeep Kumar	Assistant Professor	Member	Sandeep

33. Constitutional Rights Awareness Club/Voters Awareness Club

Sr. No.	Name	Designation	Remarks	Signatures
1.	Dr. Shalini Aggarwal	Associate Professor	Convenor	Shalini
2.	Mr. Pradeep Vats	Assistant Professor	Member	Pradeep
3.	Dr. Bharti	Assistant Professor	Member	Bharti
4.	Dr. Manju Rani	Assistant Professor	Member	Manju

34. Committee for Extension Lecturers' related modalities & formalities

Sr. No.	Name	Designation	Remarks	Signatures
1.	Dr. Reeta Bajaj	Associate Professor	Convenor	Reeta
2.	Mrs. Anita	Assistant Professor	Member	Ar
3.	Mrs. Vibha Goyal	Assistant Professor	Member	Vibha
4.	Mr. Pardeep Kumar	Assistant Professor	Member	Pardeep
5.	Mr. Praveen Kumar	Dy. Supdt.	Member	Praveen

35. Equal Opportunity Cell (Committee for Divyangjan)

Sr. No.	Name	Designation	Remarks	Signatures
1.	Dr. Bharti	Assistant Professor	Convenor	Bharti
2.	Mr. Pardeep Kumar	Assistant Professor	Member	Pardeep
3.	Dr. Minakshi Devi	Assistant Professor	Member	Minakshi
4.	Dr. Geeta Devi	Assistant Professor	Member	Geeta

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36. Editorial Board (College Magazine/Annual Report & other college publications)

Sr. No.	Name	Designation	Remarks	Signatures
1.	Dr. Surender Singh	Associate Professor	Chief Editor	
2.	Dr. Ramesh Kumar	Assistant Professor	Editor, Hindi	
3.	Mrs. Pooja	Assistant Professor	Editor, Commerce	
4.	Mrs. Manju Saini	Assistant Professor	Editor, Sanskrit	
5.	Dr. S. B. Bhardwaj	Assistant Professor	Editor, Science	
6.	Dr. Savita Rani	Assistant Professor	Editor, English	
7.	Mrs. Vandana Saini	Assistant Professor	Editor, Misc.	

37. University Works Committee (responsible for affiliations/ online exam forms/ university awards upload/ backlog/ MOI/ LOR support to students)

Sr. No.	Name	Designation	Remarks	Signatures
1.	Dr. S.B. Bhardwaj	Assistant Professor	Convenor	
2.	Mr. Naresh	Assistant Professor	Member	
3.	Mrs. Swati Goel	Assistant Professor	Member	
4.	Dr. Bohati Devi	Extension Lecturer	Member	
5.	Dr. Suman Devi	Extension Lecturer	Member	

38. Financial Management Committee (responsible for Income-Tax/ Form-16/ T.A., D.A, honorarium, remuneration bill clearance etc.)

Sr. No.	Name	Designation	Remarks	Signatures
1.	Dr. Manju Rani	Assistant Professor	Convenor	
2.	Mrs. Pooja	Assistant Professor	Member	
3.	Mr. Pardeep Kumar	Assistant Professor	Member	

39. Library Management, Maintenance & Development Committee

Sr. No.	Name	Designation	Remarks	Signatures
1.	Mr. Pardeep Kumar	Assistant Professor	Convenor	
2.	Dr. Minakshi Devi	Assistant Professor	Member	
3.	Mr. Naveen Kumar	Assistant Professor	Member	

40. Minority Cell (responsible for all correspondence & scholarships etc.)

Sr. No.	Name	Designation	Remarks	Signatures
1.	Dr. Surender Singh	Associate Professor	Convenor	
2.	Prof. Rajkumar	Professor	Member	
3.	Mrs. Vibha Goyal	Assistant Professor	Member	
4.	Mr. Yamin Khan	Assistant	Member	

41. Purchase Committee (GEM order management)

Sr. No.	Name	Designation	Remarks	Signatures
1.	Dr. Gopal Singh	Assistant Professor	Convenor	
2.	Dr. Mamta Rani	Assistant Professor	Member	
3.	Mr. Naresh	Assistant Professor	Member	

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42. Important Day Celebration Committee

Sr. No.	Name	Designation	Remarks	Signatures
1.	Mr. Pradeep Vats	Assistant Professor	Convenor	<i>[Signature]</i>
2.	Dr. Bharti	Assistant Professor	Member	<i>[Signature]</i>
3.	Dr. Bal Rishi	Assistant Professor	Member	<i>[Signature]</i>
4.	Dr. Mamta Rani	Assistant Professor	Member	<i>[Signature]</i>
5.	Dr. Savita Rani	Assistant Professor	Member	<i>[Signature]</i>
6.	Mrs. Vandana Saini	Assistant Professor	Member	<i>[Signature]</i>
7.	Mr. Sandeep Kumar	Assistant Professor	Member	<i>[Signature]</i>

43. SC/ST Cell (responsible for all correspondence & scholarships etc.)

Sr. No.	Name	Designation	Remarks	Signatures
1.	Dr. Nirmala Devi	Assistant Professor	Convenor	<i>[Signature]</i>
2.	Dr. Bal Rishi	Assistant Professor	Member	<i>[Signature]</i>
3.	Mr. Rajkumar	Assistant Professor	Member	<i>[Signature]</i>

44. BC/OBC Cell (responsible for all correspondence & scholarships etc.)

Sr. No.	Name	Designation	Remarks	Signatures
1.	Mrs. Manju Saini	Assistant Professor	Convenor	<i>[Signature]</i>
2.	Dr. Savita Rani	Assistant Professor	Member	<i>[Signature]</i>
3.	Mrs. Vandana Saini	Assistant Professor	Member	<i>[Signature]</i>

45. Merit Scholarships & Fellowships

Sr. No.	Name	Designation	Remarks	Signatures
1.	Dr. Minakshi Devi	Assistant Professor	Convenor	<i>[Signature]</i>
2.	Mrs. Swati Goel	Assistant Professor	Member	<i>[Signature]</i>
3.	Mrs. Reena Saini	Assistant Professor	Member	<i>[Signature]</i>
4.	Dr. Suman Devi	Extension Lecturer	Member	<i>[Signature]</i>

46. Examination Cell (responsible for house-exams, result records, internal assessment, assignments, AEC/SEC/VAC/MDC exams etc.)

Sr. No.	Name	Designation	Remarks	Signatures
1.	Dr. Manju Rani	Assistant Professor	Convenor	<i>[Signature]</i>
2.	Mrs. Pooja	Assistant Professor	Member	<i>[Signature]</i>
3.	Dr. S. B. Bhardwaj	Assistant Professor	Member	<i>[Signature]</i>
4.	Mr. Naresh	Assistant Professor	Member	<i>[Signature]</i>
5.	Dr. Bohati Devi	Extension Lecturer	Member	<i>[Signature]</i>

47. Office Expenses Committee (O.E. grant utilization/ stationary management & distribution etc.)

Sr. No.	Name	Designation	Remarks	Signatures
1.	Dr. Sonia Rani	Assistant Professor	Convenor	<i>[Signature]</i>
2.	Dr. Suresh Kumar	Assistant Professor	Member	<i>[Signature]</i>
3.	Mr. Kuldeep Kumar	Assistant Professor	Member	<i>[Signature]</i>
4.	Mrs. Himani	Clerk	Member	<i>[Signature]</i>

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48. Driving License & Passport Assistance Committee

Sr. No.	Name	Designation	Remarks	Signatures
1.	Mr. Pradeep Vats	Assistant Professor	Convenor	<i>[Signature]</i>
2.	Dr. Bharti	Assistant Professor	Member	<i>[Signature]</i>
3.	Dr. Nirmala Devi	Assistant Professor	Member	<i>[Signature]</i>
4.	Dr. Laxmi Biban	Assistant Professor	Member	<i>[Signature]</i>
5.	Mrs. Swati Goel	Assistant Professor	Member	<i>[Signature]</i>

49. Student Progression Cell (Placements, Internships, Entrepreneurship, Career Counselling, MOU's, Progression to higher studies etc.)

Sr. No.	Name	Designation	Remarks	Signatures
1.	Mrs. Pooja	Assistant Professor	Convenor	<i>[Signature]</i>
2.	Dr. Harish Kumar	Assistant Professor	Member	<i>[Signature]</i>
4.	Mrs. Vandana Saini	Assistant Professor	Member	<i>[Signature]</i>
5.	Dr. Suman Devi	Extension Lecturer	Member	<i>[Signature]</i>

6. Dr. Savita Rani Asst. Prof. Member

50. Public Relations Committee (Photography, Press report writing, social networking, publicity, media management etc.)

Sr. No.	Name	Designation	Remarks	Signatures
1.	Dr. Savita Rani	Assistant Professor	Convenor	<i>[Signature]</i>
2.	Mrs. Vandana Saini	Assistant Professor	Member	<i>[Signature]</i>
3.	Mr. Sandeep Kumar	Assistant Professor	Member	<i>[Signature]</i>
4.	Dr. Bohati Devi	Extension Lecturer	Member	<i>[Signature]</i>
5.	Dr. Suman Devi	Extension Lecturer	Member	<i>[Signature]</i>

51. Printing Works Committee

Sr. No.	Name	Designation	Remarks	Signatures
1.	Mr. Pradeep Vats	Assistant Professor	Convenor	<i>[Signature]</i>
2.	Dr. Bharti	Assistant Professor	Member	<i>[Signature]</i>
3.	Mr. Pardeep Kumar	Assistant Professor	Member	<i>[Signature]</i>
4.	Dr. Minakshi Devi	Assistant Professor	Member	<i>[Signature]</i>

52. Prize Distribution Committee

Sr. No.	Name	Designation	Remarks	Signatures
1.	Dr. Nirmala Devi	Assistant Professor	Convenor	<i>[Signature]</i>
2.	Mrs. Rajni Devi	Assistant Professor	Member	
3.	Mr. Rajkumar	Assistant Professor	Member	<i>[Signature]</i>

53. Physical Purchase Verification Committee

Sr. No.	Name	Designation	Remarks	Signatures
1.	Dr. Shalini Aggarwal	Assistant Professor	Convenor	<i>[Signature]</i>
2.	Mr. Pradeep Vats	Assistant Professor	Member	<i>[Signature]</i>
3.	Mrs. Vibha Goyal	Assistant Professor	Member	<i>[Signature]</i>
4.	Dr. Manju Rani	Assistant Professor	Member	<i>[Signature]</i>
5.	Mr. Pardeep Kumar	Assistant Professor	Member	<i>[Signature]</i>

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54. UGC-AICTE-RUSA Cell

Sr. No.	Name	Designation	Remarks	Signatures
1.	Dr. Deepa	Associate Professor	Convenor	
2.	Mrs. Anita	Assistant Professor	Member	
3.	Dr. Manju Rani	Assistant Professor	Member	
4.	Dr. Gulab Singh	Assistant Professor	Member	
5.	Dr. S. B. Bhardwaj	Assistant Professor	Member	

55. Research Promotion Cell/ IPR Cell/Institutional Innovation Council/ Proposal writing

Sr. No.	Name	Designation	Remarks	Signatures
1.	Prof. M.S. Bagi	Principal	Chairman	
2.	Dr. Deepa	Associate Professor	President/Convenor	
3.	Dr. Rajni	Assistant Professor	Member	
4.	Dr. Bal Rishi	Assistant Professor	Member	
5.	Dr. Suresh Kumar	Assistant Professor	Member	
6.	Dr. Savita Rani	Assistant Professor	Member	

56. Women Development & Empowerment / Gender Sensitization Cell

Sr. No.	Name	Designation	Remarks	Signatures
1.	Dr. Mamta Rani	Assistant Professor	Convenor	
2.	Mrs. Swati Goel	Assistant Professor	Member	
3.	Mr. Kuldeep Kumar	Assistant Professor	Member	
4.	Mrs. Reena Saini	Assistant Professor	Member	

57. Human Values & Professional Ethics Committee

Sr. No.	Name	Designation	Remarks	Signatures
1.	Dr. Deepa	Associate Professor	Convenor	
2.	Mrs. Anita	Assistant Professor	Member	
3.	Mrs. Manju Saini	Assistant Professor	Member	
4.	Dr. Harish Kumar	Assistant Professor	Member	
5.	Dr. Minakshi Devi	Assistant Professor	Member	
6.	Mrs. Rajni Devi	Assistant Professor	Member	
7.	Dr. Sonia Rani	Assistant Professor	Member	
8.	Dr. Suresh Kumar	Assistant Professor	Member	
9.	Dr. Geeta Devi	Assistant Professor	Member	

58. Tent, Shamiana, Mike, Sound System & Seating Arrangement Committee

Sr. No.	Name	Designation	Remarks	Signatures
1.	Dr. Harish Kumar	Assistant Professor	Convenor	
2.	Dr. Bal Rishi	Assistant Professor	Member	
3.	Dr. Sonia Rani	Assistant Professor	Member	
4.	Mr. Sandeep Kumar	Assistant Professor	Member	

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59. Hospitality Committee (High Tea, snacks/refreshment, lunch etc.)

Sr. No.	Name	Designation	Remarks	Signatures
1.	Dr. Rajni	Assistant Professor	Convenor	
2.	Mrs. Manju Saini	Assistant Professor	Member	
3.	Mrs. Rajni Devi	Assistant Professor	Member	
4.	Mrs. Reena Saini	Assistant Professor	Member	

60. Green Initiatives Board cum Eco-club (campus plantation, green audit etc.)

Sr. No.	Name	Designation	Remarks	Signatures
1.	Dr. Suresh Kumar	Assistant Professor	Convenor	
2.	Mr. Rajkumar	Assistant Professor	Member	
3.	Dr. Geeta Devi	Assistant Professor	Member	

61. Sports Activities Promotion Committee (Apart from Sports Board)

Sr. No.	Name	Designation	Remarks	Signatures
1.	Mrs. Dimple	Assistant Professor	Convenor	
2.	Mr. Kuldeep Kumar	Assistant Professor	Member	
3.	Dr. Bohati Devi	Extension Lecturer	Member	

62. Yoga Promotion Club

Sr. No.	Name	Designation	Remarks	Signatures
1.	Mr. Pradeep Vats	Assistant Professor	Convenor	
2.	Mrs. Dimple	Assistant Professor	Member	
3.	Dr. Suresh Kumar	Assistant Professor	Member	
4.	Mr. Rajkumar	Assistant Professor	Member	
5.	Dr. Mamta Rani	Assistant Professor	Member	

63. Disaster Management Committee

Sr. No.	Name	Designation	Remarks	Signatures
1.	Mr. Sandeep Kumar	Assistant Professor	Convenor	
2.	Mr. Kuldeep Kumar	Assistant Professor	Member	
3.	Dr. Suman Devi	Extension Lecturer	Member	

64. Auction/Write-off Committee

Sr. No.	Name	Designation	Remarks	Signatures
1.	Mr. Naresh	Assistant Professor	Convenor	
2.	Mrs. Swati Goel	Assistant Professor	Member	
3.	Dr. Geeta Devi	Assistant Professor	Member	
4.	Dr. Suman Devi	Extension Lecturer	Member	

65. Property Record

Sr. No.	Name	Designation	Remarks	Signatures
1.	Mr. Rajkumar	Assistant Professor	Convenor	
2.	Mr. Naresh	Assistant Professor	Member	
3.	Mr. Sandeep Kumar	Assistant Professor	Member	
4.	Mr. Kuldeep Kumar	Assistant Professor	Member	

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66. IT equipment Service, Repair & Management

Sr. No.	Name	Designation	Remarks	Signatures
1.	Mrs. Swati Goel	Assistant Professor	Convenor	<i>Swati</i>
2.	Dr. Bohati Devi	Extension Lecturer	Member	<i>B. Devi</i>
3.	Dr. Suman Devi	Extension Lecturer	Member	<i>S. Devi</i>
4.	Mr. Ankur	Lab Attendant	Technical Associate	<i>Ankur</i>

NOTE:

1. All the members are supposed to work in coordination under the guidance of the convenor for efficient delivery of the responsibilities associated with a particular committee.
2. If deemed necessary for smooth functioning of the college, any committee may be modified any time during the session.
3. If convenor of any committee gets transferred/ retired or proceeds for leave, the next seniormost person in the committee will resume the role of the convenor with immediate effect.
4. It is the prerogative of the head of every department to constitute the subject society of the concerned subject in the department and conduct at least 3 departmental activities during the academic session 2025-26 & so on.

Principal

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