



# SETH GYANIRAM BANSIDHAR PODAR COLLEGE

Accredited with 'A' Grade (3.04 CGPA) by NAAC-UGC

Recognition of college under Section 2(f)/12(B), UGC Act, 1956

Affiliated to Pandit Deendayal Upadhyaya Shekhawati University, Sikar

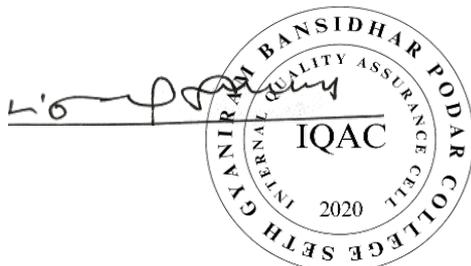


## SETH GYANIRAM BANSIDHAR PODAR COLLEGE

Podar Educational Campus, Nawalgarh - 333042 (Raj.)

Website: [www.podarcollege.com](http://www.podarcollege.com)

4.4.2 There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.



Satyendra  
Singh

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Rambilas Podar Road, Nawalgarh, Dist: Jhunjhunu - 333042  
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Podar Educational Campus, Nawalgarh - 333042 (Raj.)

Ref. No./GBPC/2022-23/232

Date: 16/09/2022

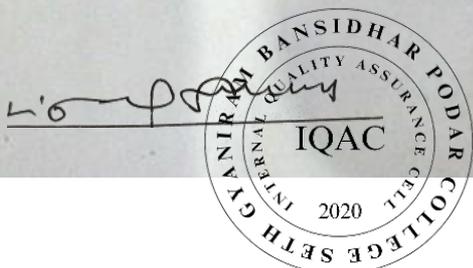
### College Committees (Session 2022-23)

The various statutory, academic and non-academic committees constituted, monitored and complied for key academic policies, extension activities recommend, suggested and take actions related to their respective committees. Each committee is headed by a Convener who works with the assistance of the members taken from teaching and administration staff.

Following is the list of the committees that are operative during 2022-23 formed for monitoring and governing various activities:-

I.	Core Committee		Signature	Functions of working Committee
I	Dr. Ram Gopal Sharma	Member		<ul style="list-style-type: none"> <li>To observe all work of various committees.</li> </ul>
II	Dr. Satyendra Singh	Member		
III	Dr. Vinod Kumar Saini (Vice-Principal)	Member		

2.	Admission & Review Committee		Department	Signature	Functions of working Committee
I	Dr. Vinod Kumar Saini	Convener	Pol. Science		<ul style="list-style-type: none"> <li>To oversee screening of students seeking admission in the college.</li> <li>Distribute brochures, hand out stand display posters depicting salient features of the college.</li> <li>To consider and adopt all efforts to attract students, such as-printing of brochures, handouts, advertisements, banners, written appeals, etc.</li> </ul>
II	Mr. Sandeep Jangir	Member	B.Adm.		
III	Mr. Rakesh Mahala	Member	Computer Science		
IV	Mr. Rakesh Kumar Jangir	Member	Zoology		
V	Dr. Vidyadhar Sharma	Member	Mathematics		
VI	Mr. Shantilal Joshi	Member	Geography		
VII	Mr. Pramod Kumar Saini	Member	English		



Satyendra Singh

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3.	Feedback Committee		Department	Signature	Functions of working Committee
I	Mr. Ambesh Kumar	Convener	Chemistry		<ul style="list-style-type: none"> <li>To conduct the internal and external academic and administrative audit with the help of IQAC.</li> <li>To collect the feedback on curriculum, teachers and college from all the stakeholders and analyses to take proper measures for improvement.</li> <li>To prepare the agenda and minutes of the meetings.</li> </ul>
II	Dr. Sanjay Saini	Member	B.Adm.		
II	Dr. D. L. Bohra	Member	Zoology		
IV	Dr. B.S. Rathore	Member	Physics		
V	Dr. Uma Soni	Member	Computer Science		
VI	Mrs. Rachna	Member	Management		
VII	Mr. Sanjay Kumar	Member	Mathematics		

4.	Performance Appraisal System Committee		Department	Signature	Functions of working Committee
I	Mr. Chetan Dadheech	Convener	Chemistry		<ul style="list-style-type: none"> <li>A performance appraisal is a systematic and objective method of judging the quality of an employee in performing his job and a part of guiding and managing career development.</li> <li>It is the process to obtain, analyze, and record the information about the relative worth of an employee to the organization.</li> </ul>
II	Dr. Bhupendra Singh	Member	Physics		
III	Dr. Vikram Singh Jakhar	Member	Sociology		



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5. Infrastructure Development & Maintenance Committee		Department	Signature	Functions of working Committee
I	Dr. Vidyadhar Sharma Convener	Mathematics		<ul style="list-style-type: none"> <li>To assess requirements of infrastructure of the institute.</li> <li>To identify the required infrastructure for branches of institute through branches as per the infrastructure policy approved by the council.</li> <li>To approve the infrastructure proposal for construction of building at institute offices as per the infrastructure policy guideline.</li> <li>To review the ongoing projects, if any, infra structure issues are referred from time to time.</li> <li>To advise, assist and scrutinize the work of every department for infrastructure.</li> </ul>
II	Mr. Rakesh Kumar Jangir Member	Zoology		
III	Mr. Pramod Kumar Saini Member	English		
IV	Mr. Raj Kumar Saxena Member	Zoology		

6. MOU and Collaboration with other institutions Committee		Department	Signature	Functions of working Committee
I	Dr. Ravindra Goswami Convener	Botany		<ul style="list-style-type: none"> <li>To exchange information on research and educational programs.</li> <li>To exchange information on teaching, learning material and other literature relevant to their educational and research programs.</li> <li>To jointly organize short-term continuing education programs on topics of mutual interest and to invite each other's faculty to participate therein.</li> <li>To jointly organize seminars, conferences, or workshops on topics of mutual interest and to invite faculties of every departments to participate therein.</li> </ul>
II	Dr. D. L. Bohra Member	Zoology		
III	Dr. B.S. Rathore Member	Physics		



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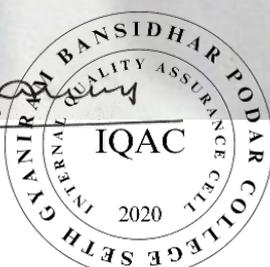
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7.	Time Table Committee		Department	Signature	Functions of working Committee
I ✓	Mr. Chetan Dadheech	Convener	Chemistry		<ul style="list-style-type: none"> <li>The Committee shall plan and prepare time tables for regular classes, practical's and shall see to it that all departments are allocated equal number of classes during the academic session/ semester.</li> </ul>
II	Dr. Vidyadhar Sharm	Member	Mathematics		
III ✓	Mr. Shantilal Joshi	Member	Geography		
IV	Mr. Pramod Kumar Saini	Member	English		
V ✓	Dr. Sanjay Saini	Member	B.Adm.		
VI	Dr. Neeraj Basotia	Member	EAFM		
VII	Mr. Rakesh Mahala	Member	Computer Science		
VIII	Mrs. Rachna	Member	Management Studies		

8.	Research and Consultancy Committee		Department	Signature	Functions of working Committee
I ✓	Dr. D.L. Bohra	Convener	Zoology		<ul style="list-style-type: none"> <li>To promote research attitude among the students.</li> <li>To promote faculty to apply for major and minor research projects for various funding agencies.</li> <li>To acquire skills of research, develop leadership as well as involve social activities for the benefit of mankind.</li> </ul>
II	Mr. Chetan Dadheech	Member	Chemistry		
III	Dr. B.S. Rathore	Member	Physics		
IV	Dr. Neeraj Basotiya	Member	EAFM		
V	Dr. Ravindra Goswami	Member	Botany		

9.	Ecology and Biodiversity Conservation Club Committee		Department	Signature	Functions of working Committee
I ✓	Dr. Ravindra Goswami	Convener	Botany		<ul style="list-style-type: none"> <li>To make students aware about Ecology and Biodiversity Conservation.</li> <li>To organize activities for the conservation of Eco System.</li> <li>To conduct Green audit.</li> </ul>
II	Ms. Shyama Didwania	Member	Botany		
III	Mr. Rajkumar Saxena	Member	Zoology		



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Podar Educational Campus, Nawalgarh - 333042 (Raj.)

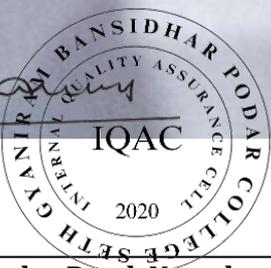
10.	Student Welfare Committee		Department	Signature	Functions of working Committee
I	Mr. Sandeep Jangir	Convener	B.Adm.		<ul style="list-style-type: none"> <li>To develop students as a versatile personality with academic excellence and commitment to a democratic society.</li> <li>To bridge the gap between rural and urban India.</li> <li>To help economically weak students; they are selected and allotted jobs in the college campus and paid are paid honorarium.</li> </ul>
II	Mr. Lalit Gaur	Member	Physics		
III	Ms. Suchita Jangir	Member	Mathematics		

11.	I.T. Proficiency Development Cell Committee		Department	Signature	Functions of working Committee
I	Mr. Rakesh Mahala	Convener	Computer Science		<ul style="list-style-type: none"> <li>The Local Managing Committee shall meet at least twice a year.</li> <li>To approve the budgetary provision for the development of college.</li> <li>To endorse the recommendation made by Internal Quality Assurance Cell (IQAC). Prepare an overall inclusive development plan of the college concerning academic, administrative and infrastructural growth, and facilitate college to promote excellence in curricular, co-curricular and extra-curricular activities.</li> </ul>
II	Mr. Mukesh Saini	Member	Computer Science		

12.	Remedial classes Committee		Department	Signature	Functions of working Committee
I	Dr. Ravindra Goswami	Convener	Botany		<ul style="list-style-type: none"> <li>To apply for financial assistance for various schemes of Podar College, Nawalgarh.</li> <li>Implementation of quality improvement activities. Such as staff training program, special development programs for slow and advance learners, refresher training, etc.</li> </ul>
II	Mr. Deepak Kumar	Member	Geography		
III	Mr. Krishan Kumar	Member	Physics		



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13.	Students' Council Committee		Department	Signature	Functions of working Committee
I	Dr. Anil Sharma	Convener	Hindi		<ul style="list-style-type: none"> <li>To promote an environment favourable for educational and personal development</li> <li>To support the management and staff in the development of the college.</li> <li>To represent the views of the students on matters of general concern to them.</li> </ul>
II	Mr. Pramod Kumar Saini	Member	English		
III	Mr. Sudhir Jangir	Member	English		

14.	Competitive Examination Cell Committee		Department	Signature	Functions of working Committee
I	Mr. Shantilal Joshi	Convener	Geography		<ul style="list-style-type: none"> <li>To provide special training and coaching for competitive examinations to students such as RPSC/UPSC/Other.</li> <li>To organize expert lectures on competitive examination for students.</li> </ul>
II	Mr. Pramod Kumar Saini	Member	English		
III	Mr. Sudhir Jangir	Member	English		
IV	Mr. Jitendra Saini	Member	History		

15.	NSS Advisory Committee		Department	Signature	Functions of working Committee
I	Dr. Vinod Kumar Saini	Convener	Pol. Science		<ul style="list-style-type: none"> <li>College NSS unit shall function according to the specified guidelines laid down by the NSS.</li> <li>To arrange discussions and workshops of group of students on regular basis on issues of social importance, ethical relevance and moral values.</li> <li>To arrange social service groups and outdoor field activities.</li> <li>To support and involve students in social service activities.</li> </ul>
II	Mr. Rakesh Jangir Programme Officer (Unit - I)	Member	Zoology		
III	Ms. Shyama Deedwania Programme Officer (Unit - II)	Member	Botany		

Dr. Anil Sharma



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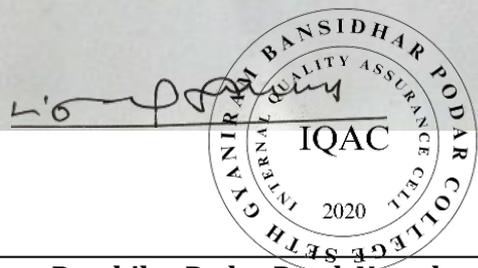
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16.	Sexual Harassment of Women & Women's Welfare Committee		Department	Signature	<b>Functions of working Committee</b> <ul style="list-style-type: none"> <li>To treat sexual harassment as misconduct and initiate disciplinary action for the misconduct.</li> <li>To support the distressed women's to place their complaint.</li> <li>To provide safety and security for women at workplace.</li> </ul>
I	Ms. Suman Saini	Convener	Botany		
II	Mrs. Resna Saini	Member	Chemistry		
III	Mrs. Rachna	Member	Management		
17.	Botanical and College Garden Committee		Department	Signature	<b>Functions of working Committee</b> <ul style="list-style-type: none"> <li>To organize various programs like save environment campaign, tree plantation and cleanliness drive, plastic free campus, no vehicle day etc. on the campus.</li> <li>To seek funding, make proposals and develop the Botanical Garden in college campus.</li> <li>To maintain eco friendly atmosphere in the college.</li> </ul>
I	Dr. Ravindra Goswami	Convener	Botany		
II	Mr. Rajkumar Saxena	Member	Zoology		
III	Mr. A. K. Paliwal	Member	APT		
18.	Prospectus Committee		Department	Signature	<b>Functions of working Committee</b> <ul style="list-style-type: none"> <li>To bring out every year the prospectus which is a complete hand book giving an insight of the college details and the admission procedure and other information for the new entrance in the institution.</li> </ul>
I	Mr. Rakesh Mahala	Convener	Computer Science		
II	Dr. D. L. Bohra	Member	Zoology		
III	Mr. Rajesh Verma	Member	Management Studies		
19.	Web Maintenance Committee		Department	Signature	<b>Functions of working Committee</b> <ul style="list-style-type: none"> <li>To develop and maintain the college website.</li> <li>To disseminate the efforts and the achievements of the college, students and staff to the outer world through website updates, publicity through media, newspapers, etc.</li> <li>To maintain the records of the</li> </ul>
I	Mr. Ashish Sati	Convener	APT		
II	Mr. Rakesh Mahala	Member	Computer Science		
III	Mr. Mukesh Saini	Member	Computer Science		
IV	Mr. Narendra Saini	Member	PIMS Lab Assistant		



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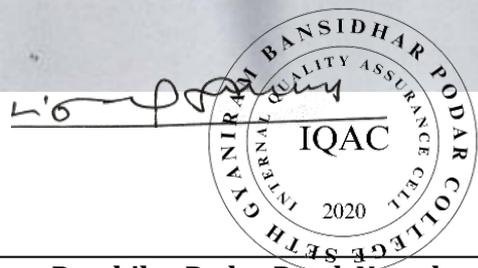
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				activities conducted and submit the same to the IQAC Committee.
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20.	Discipline, Cleanliness and Campus Supervision Committee		Department	Signature	Functions of working Committee
I	Dr. Vinod Kumar Saini	Convener	Pol. Science		<ul style="list-style-type: none"> <li>The committee shall assure that discipline is adhered to in the college by the students.</li> <li>The committee shall lay down the college rules and regulations to be followed by the college community and shall enforce the same.</li> <li>The committee shall decide on disciplinary matters pertaining to students and staff. Set mechanism for prevention of ragging of students of the college.</li> <li>To maintain the overall discipline in the college campus.</li> <li>To prepare daily timetable for campus supervision.</li> <li>To look over any misconduct happenings in the college campus and report them to the principal.</li> </ul>
II	Dr. V. S. Jakhar	Member	Sociology		
III	Mr. Chetan Dadheech	Member	Chemistry		
IV	Dr. Vidyadhar Sharma	Member	Mathematics		
V	Mr. Rakesh Mahala	Member	Computer Science		
VI	Dr. Daulal Bohra	Member	Zoology		
VII	Ms. Shyama Deedwania	Member	Botany		
VIII	Ms. Suman Saini	Member	Botany		
IX	Mr. Kamlesh Kumar	Member	NCC, ANO		

21.	Academic Planning and Audit Committee		Department	Signature	Functions of working Committee
I	Dr. Vinod Kumar Saini	Convener	Political Science		<ul style="list-style-type: none"> <li>To conduct the internal, mid external academic and administrative audit with the help of IQAC.</li> <li>To collect the feedback from all the stakeholders and do analysis and take proper measures for improvement.</li> <li>To prepare the agenda and minutes of the meetings.</li> </ul>
II	Mr. Chetan Dadheech	Member	Chemistry		
III	Dr. Vidyadhar Sharma	Member	Mathematics		
IV	Dr. B. S. Rathore	Member	Physics		
IV	Dr. Ravindra Goswami	Member	Botany		
III	Mr. Ambesh Kumar	Member	Chemistry		



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# SETH GYANIRAM BANSIDHAR PODAR COLLEGE

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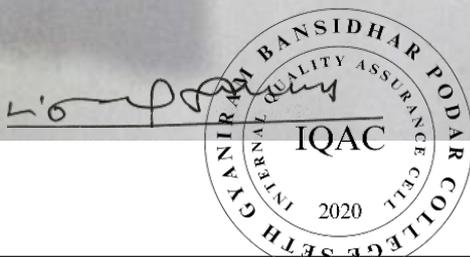
## SETH GYANIRAM BANSIDHAR PODAR COLLEGE

Podar Educational Campus, Nawalgarh - 333042 (Raj.)

22.	Alumni Association Committee		Department	Signature	Functions of working Committee
I	Dr. Vinod Kumar Saini	Convener	Pol. Science		<ul style="list-style-type: none"> <li>To maintain an up-to-date and detailed database of the alumni.</li> <li>To highlight the success of alumni to improve the credibility and reputation of the college.</li> <li>To promote the interest and welfare of alumni association.</li> <li>To plan on bringing together the former students and make efforts to contribute to the college on various aspects.</li> </ul>
II	Mr. Sandeep Jangir	Member	B.Adm.		
III	Mr. Ambesh Kumar	Member	Chemistry		
IV	Ms. Suchita Jangir	Member	Mathematics		
V	Mr. Shyama Didwaniya (Botany)	Member	Botany		

23.	Social Outreach and Enabling Center (SOEC) Committee		Department	Signature	Functions of working Committee
I	Dr. Vinod Kumar Saini	Convener	Pol. Science		<ul style="list-style-type: none"> <li>To enroll members for the club and to create awareness among the Students and staff about the need for the protection of natural habitats.</li> <li>To invite speakers to talk on environmental protection.</li> <li>To organize relevant programs.</li> <li>To maintain records of the activities conducted.</li> <li>To maintain the records of the programs conducted and submit the same to the IOAC committee.</li> </ul>
II	Dr. Anil Sharma	Member	Hindi		
III	Mr. Shantilal Joshi	Member	Geography		
IV	Ms. Suman Saini	Member	Botany		
V	Mr. Rajendra Kumar	Member	Economics		

24.	Library Advisory Committee		Department	Signature	Functions of working Committee
I	Dr. D. L. Bohra	Convener	Zoology		<ul style="list-style-type: none"> <li>To administer, organize and maintain the library, print as well as the electronic material and related services of the college.</li> <li>To provide the approach and operational plan for modernization and improvement of library and</li> </ul>
II	Mr. Chetan Dadheech	Member	Chemistry		
III	Mr. Rakesh Mahala	Member	Computer Science		



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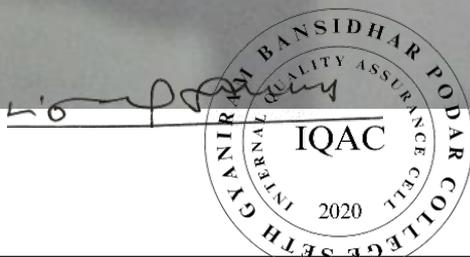
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IV	Dr. Vidyadhar Sharma	Member	Mathematics		<ul style="list-style-type: none"> <li>documentation service.</li> <li>To prepare the annual budget and proposal for development of Library.</li> <li>To look after general maintenance of the library in terms of reading material and infrastructure.</li> <li>To involve in fostering the reading habit of staff and students.</li> <li>To prepare the agenda and minutes of the meetings.</li> </ul>	
V	Dr. B. S. Rathore	Member	Physics			
VI	Dr. Ravindra Goswami	Member	Botany			
25. Purchase Committee			Department	Signature		Functions of working Committee
I	Mr. Rakesh Kumar Jangir	Member	Zoology			<ul style="list-style-type: none"> <li>To deal with all matters pertaining to purchases of the college.</li> <li>To make necessary procurement when the need arise.</li> <li>To provide the necessary expertise, advice, information with regard to the best quality of material available in the market, suppliers capability and performance etc.</li> <li>To acquire materials economically at a cost reliable with the quality and service required and all purchases maybe attempted at the lowest cost.</li> </ul>
II	Mr. Pramod Kumar Saini	Member	English			

26.	UGC, NIRF, AISHE and PNOG/College Statistics University Affiliation Committee		Department	Signature	Functions of working Committee
I	Dr. D. L. Bohra	Convener	Zoology		<ul style="list-style-type: none"> <li>To prepare proposals for grants and take Necessary steps to receive grants.</li> <li>To work as bridge between UGC, NIRF, AISHE and PNOG/College Statics University Affiliation and Respective College.</li> <li>To implement the policies which are Recommended by UGC, NIRF, AISHE and PNOG/College Statics University Affiliation.</li> </ul>
II	Dr. Ravindra Goswami	Member	Botany		
III	Mr. Mukesh Saini	Member	Computer Science		



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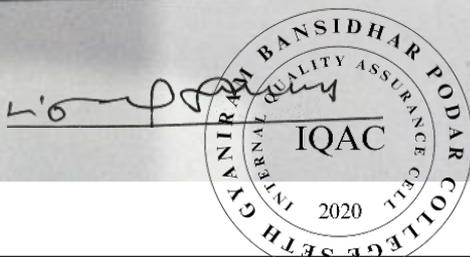
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27.	University Practical Committee		Department	Signature	Functions of working Committee
I	Dr. B. S. Rathore	Convener	Physics		<ul style="list-style-type: none"> <li>To look after the work of practical examination.</li> <li>To Coordinator with COE of PDDSU for conducting practical examination.</li> </ul>
II	Dr. Ravindra Goshwami	Member	Botany		

28.	Class Tests and Pre-University Exam Committee		Department	Signature	Functions of working Committee
I	Dr. Vidyadhar Sharma	Convener	Mathematics		<ul style="list-style-type: none"> <li>To plan and schedule Class Tests and Pre-University Examination for the academic year. (Tentative dates to be included in the academic calendar of the institute) by delegating various tasks.</li> <li>To prepare question papers, time table, seating arrangement and roll number provided to the students.</li> <li>Keeping record of each and every issue related to the Pre-University examinations for the improvement of the examination system</li> <li>To ensure that after examination within one week evaluation are completed</li> <li>After Class Tests/Pre-University Exam result published in notice board as well as College Website.</li> </ul>
II	Mr. Rakesh Kumar Jangir	Member	Zoology		
III	Mr. Ambesh Kumar	Member	Chemistry		

29.	PG Seminar Committee	Department	Signature	Functions of working Committee
	HOD of Respective Departments	Geography Chemistry Botany		<ul style="list-style-type: none"> <li>Distribute topics to the students</li> <li>Make schedule on every Friday and Saturday</li> <li>To check the PPT and then allow to present the seminar</li> <li>After seminar students make a report and submit it to the department Head.</li> <li>After seminar HOD shall take feedback from the students.</li> </ul>



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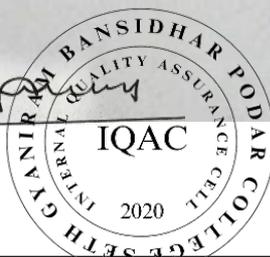
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Podar Educational Campus, Nawalgarh - 333042 (Raj.)

30.	Extra-Curricular Activities Committee		Department	Signature	<b>Functions of working Committee</b> <ul style="list-style-type: none"> <li>To plan and schedule extracurricular activities events for the academic year. (Tentative dates to be included in the academic calendar of the institute) by delegating various tasks.</li> <li>The extracurricular activities committee shall be responsible for all intra and inter collegiate Extra Curricular Activities events in the College.</li> <li>To do the necessary procedure to organize extracurricular activities events.</li> <li>To communicate about various festivals and events to be celebrated in the college and give a wide publicity.</li> <li>To prepare students for annual function of the college.</li> </ul>
I	Mr. Shantilal Joshi ✓	Convener	Geography		
II	Mr. Shyama Deedwania ✓	Co-Convener	Botany		
III	Mr. Rama Deedwania ✓	Member	Zoology		
IV	Mr. Pramod Kumar Saini	Member	English		
V	Mr. Reena Saini	Member	Chemistry		
VI	<del>Ms. Vishakha</del> ✓	Member	Chemistry		
VII	Ms. Suchita Jangir ✓	Member	Mathematics		

31.	Sports Committee		Department	Signature	<b>Functions of working Committee</b> <ul style="list-style-type: none"> <li>To plan and schedule Sports events for the academic year. (Tentative dates to be included in the academic calendar of the institute) by delegating various tasks.</li> <li>The Sports Committee shall be responsible for all intra and inter collegiate Sports events in the College.</li> <li>To do the necessary procedure to organize Sports events.</li> <li>To motivate students for participation in University/State level games.</li> </ul>
I	Mr. Kamlesh Kumar	Convener	NCC, ANO		
II	Dr. Sanjay Saini	Member	B.Adm.		
III	Mr. Mukesh Kumar Saini	Member	EAFM		
IV	Ms. Suman Saini	Member	Botany		
V	Mr. Deepak Kumar	Member	Geography		
VI	Mrs. Rachna	Member	Management		
VII	Mr. Dinesh Kadwasara	Member	Security In charge		

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32.	Scout/Rover Committee		Department	Signature	Functions of working Committee
I	Dr. Sanjay Saini (Rover Leader)	<b>Rover Leader</b>	B.Adm.		<ul style="list-style-type: none"> <li>To follow the instructions provide by the Scout Head quarter or College administration</li> </ul>

33.	Press Note committee		Department	Signature	Functions of working Committee
I	Mr. Shanti Lal Joshi	<b>Convener</b>	Geography		<ul style="list-style-type: none"> <li>Make a Press report after every event and submit to the Principal Sir in same day.</li> <li>After checking the report by Principal Sir, then this report is sent to the News Papers with photographs.</li> </ul>
II	Dr. Anil Sharma	Member	Hindi		
III	Mr. Awadhesh Kumar Paliwal	Member	APT		

34.	University Results Committee	Result of Class to be analyzed	Department	Signature	Functions of working Committee
I	Dr. B. S. Rathore ✓	B.Sc. - III (Maths)	Physics		<ul style="list-style-type: none"> <li>After result this committee will submit result analysis within 24 hours.</li> </ul>
II	Mr. Ambesh Kumar ✓	B.Sc. - II (Maths)	Chemistry		
III	Dr. Vidyadhar Sharrta ✓	B.Sc. - I (Maths)	Mathematics		
IV	Mr. Anil Jangir (Lab. Asst.) ✓	B.Sc. - III (Bio)	Botany		
V	Mr. Rakesh Kumar Jangir ✓	B.Sc. - II (Bio)	Zoology		
VI	Ms. Shyama Deedwania ✓	B.Sc. - I (Bio)	Botany		
VII	Mr. Shantilal Joshi ✓	B.A. - III	Geography		
VIII	Mr. Pramod Kumar Saini ✓	B.A. - II	English		
IX	Mr. Sunil Kumar Saini ✓	B.A. - I	Geography		



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X	Dr. Neeraj Basotia	All B.Com.	EAFM	<i>Basotia</i>
XI	Mr. Mukesh Saini	All BCA	Computer Science	<i>Mukesh</i>
XII	Mrs. Rachna	All BBA	Management	<i>Rachna</i>
XIII	All HOD's	PG Classes	All Department	<i>Rachna</i>

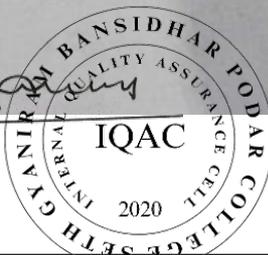
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35.	Grievance Redressal & Anti Ragging Cell		Department	Signature	Functions of working Committee
I	Dr. V.S. Jakhar ✓	Convener	Sociology	<i>Jakhar</i>	<ul style="list-style-type: none"> <li>The Committee shall assure that discipline is adhered in the College by the Students.</li> <li>The Committee shall lay down the College rules and regulations to be followed by the College Community and shall enforce the same.</li> <li>The Committee shall decide on disciplinary matters pertaining to Students and Staff. Set mechanism for prevention of ragging of college students</li> </ul>
II	Mr. Mukesh Saini ✓	Member	EAFM	<i>Mukesh</i>	
III	Mr. Shyama Deedwania ✓	Member	Botany	<i>Shyama</i>	
IV	Mr. Sandeep Jangir ✓	Member	BAdm	<i>Sandeep</i>	

*Satyendra*

36.	NCC Support Committee		Department	Signature	Functions of working Committee
I	Mr. Kamlesh Kumar	Member	NCC, ANO ✓	<i>Kamlesh</i>	<ul style="list-style-type: none"> <li>To follow the instructions provided by the NCC Head quarter or College administration at the time of admission of students in NCC.</li> </ul>
II	Mr. Rakesh Mahala	Member	Computer Science	<i>Rakesh</i>	
III	Dr. Sanjay Saini	Member	B.Adm.	<i>Sanjay</i>	
IV	Dr. D.L. Bohra	Member	Zoology	<i>Bohra</i>	

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37.	T. C. Committee		Department	Signature	Functions of working Committee
I	Dr. D.L.Bohra	Convener	Zoology		<ul style="list-style-type: none"> <li>This committee must ensure that why students want to take T. C. and take proper application in proper format.</li> </ul>
II	Mr. Sandeep Jangir	Member	B.Adm.		
III	Dr V S Jakhar	Member	Sociology		

38.	I Card Distribution Committee		Department	Signature	Functions of working Committee
I	Mr. Ambesh Kumar		Chemistry		<ul style="list-style-type: none"> <li>Prepared I Cards distribution work.</li> </ul>
II	Mr. Mukesh Saini		EAFM		
III	Mr. Sunil Saini		Geography		
IV	Mr. Deepak Kumar		Geography		
V	Mr. Krishna Kumar		Physics		

39.	University Work Committee		Department	Signature	Functions of working Committee
I	Dr. B. S. Rathore	Convener	Physics		<ul style="list-style-type: none"> <li>To check the University website from time to time</li> <li>To make sure that every student fills the examination form and submit it to the College.</li> <li>After submission of examination form that form must be submitted to the University</li> <li>Keeping records of each and every issue related to the examinations and organizing workshops and seminars for the improvement of the examination system</li> </ul>
II	Dr. V.S. Jakhar	Member	Sociology		
III	Dr. Ravindra Goswami	Member	Botany		



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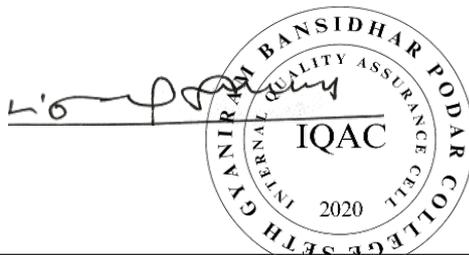


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40.	Committee/Persons incharge for College Social Media		Department	Signature	Functions of working Committee
I	Dr. Vinod Kumar Saini (Vice-Principal)	Convener	Pol. Science		To prepare departmental videos, College videos, Flex, Pamphlets and send them to all the faculty members for advertisement
II	Mr. Kamlesh Kumar	Member	NCC (ANO)		
III	Mr. Anil Jangir (Lab. Asst.)	Member	Botany		

16/9/22  
(Dr. Satyendra Singh)  
PRINCIPAL



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