



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

GBPC/IQAC/2025/145

Date: October 15, 2025

Office-Order

Constitution of Various Committees for Session 2025-26

Seth Gyaniram Bansidhar Podar College, Nawalgarh, is pleased to announce the constitution of various committees for the academic session 2025-26. These committees, formed by the Internal Quality Assurance Cell (IQAC), will play a crucial role in enhancing the overall quality of education, student experience, and institutional development.

The following committees have been formed:

S.No	Committee Name	Coordinator	Role and Responsibilities
1	Core Committee	Sh. M.D. Shanbhag	<ol style="list-style-type: none">1. Provides overall leadership and guidance to the college.2. Oversees the implementation of the college's vision, mission, and goals.3. Ensures effective coordination among various committees and departments.4. Represents the college at external forums and events.
2	Internal Quality Assurance Cell	Dr. Vinod Kumar Saini	<ol style="list-style-type: none">1. Monitors and evaluates the quality of education, teaching-learning processes, and research activities.2. Identifies areas for improvement and recommends corrective measures.3. Promotes a culture of quality and excellence within the college.4. Conducts regular internal quality reviews and audits.5. Prepares and submits annual quality reports to the university and other regulatory bodies.
A. Curricular			
3	Academic Quality Enhancement Committee	Dr. Satyendra Singh	<ol style="list-style-type: none">1. Oversees academic programs, curriculum development, Deployment and Internal evaluation aligned with OBE2. Sets academic standards and policies.3. Maintains records of curriculum revisions, program approvals, and internal evaluation reports.

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4	Faculty Development Committee	Dr. H.P. Singh	<ol style="list-style-type: none"> 1. Enhances faculty teaching skills. 2. Enhances faculty research capabilities. 3. Professional development. 4. Maintains records of faculty development workshops, training programs attended, and research outputs.
5	Evaluation and Assessment Committee	Dr. Vidyadhar Sharma	<ol style="list-style-type: none"> 1. Develops and implements evaluation methods. 2. Conducts examinations and analyzes student performance. 3. Maintains records of assessment methods, exam results, and student performance analysis reports.
6	Research Council	Dr. D.L. Bohra	<ol style="list-style-type: none"> 1. Promotes research activities and supports faculty research projects. 2. Facilitates publication and collaborations. 3. Maintains records of research proposals, grants awarded, publications, and presentations.
7	Time Table Committee	Mr. Chetan Dadheech	<ol style="list-style-type: none"> 1. 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. 2. Maintains records of timetable schedules, changes made, and resource allocation.
B. Co-curricular			
8	Science and Educational Fair Committee	Dr. Vinod Kumar Saini	<ol style="list-style-type: none"> 1. Conducts science fairs and educational competitions. 2. Develop a comprehensive plan for the science fair, outlining the timeline, logistics, and budget. 3. Maintains records of science fair participants, projects submitted, and awards given.
9	Website/LMS Maintenance Committee	Dr. H.P. Singh	<ol style="list-style-type: none"> 1. Working with other departments within the organization to ensure that the website and LMS meet their needs. 2. Developing and implementing a website and LMS maintenance and support plan.

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			3. Maintains records of website updates, technical issues resolved, and LMS usage statistics.
10	Student Development Cell	Mr. Shantilal Joshi	<ol style="list-style-type: none">1. Promotes student development and well-being.2. Organizes workshops, seminars, and career counseling sessions.3. Provides support services for students' personal and professional growth.4. Facilitates student involvement in extracurricular activities.5. Collaborates with external organizations for student development initiatives.6. Maintains records of workshops organized, counseling sessions conducted, and student development activities.
C. Extra-curricular			
11	Sports and Physical Education Committee	Lt. Kamlesh Kumar	<ol style="list-style-type: none">1. Organizes sports events and promotes physical fitness.2. Oversees sports facilities.3. Maintains records of sports events organized, participation statistics, and facility usage.
12	Cultural Preparedness Committee	Mrs. Reena Saini	<ol style="list-style-type: none">1. Organizes cultural events and promotes cultural awareness.2. Maintains records of cultural events organized, participation statistics, and cultural resources developed.
13	Environmental Sustainability and Green Initiatives Committee	Dr. Anu Verma	<ol style="list-style-type: none">1. Conducts environmental audits and assessments.2. Develops sustainable practices and promotes biodiversity conservation.3. Fosters a green campus culture.4. Maintains records of environmental audits, sustainability initiatives implemented, and biodiversity conservation efforts.
14	Social Service Committee	Mr. Sandeep Kumar Jangir	<ol style="list-style-type: none">1. Organizes social service activities.2. Community outreach programs.

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			3. Maintains records of community outreach activities, beneficiaries served, and impact assessments.
D. Infrastructure			
15	Infrastructure and Maintenance Committee	Dr. Vikram Singh Jakhar	1. Ensures upkeep of college infrastructure, facilities, and equipment. 2. Manages repairs and renovations. 3. Maintains records of maintenance requests, repairs completed, and equipment inventories.
16	Library Committee	Mr. Deepak Kumar (Geography)	1. Manages the library and oversees collection development. 2. Provides library services to students and faculty. 3. Maintains records of library acquisitions, resource utilization, and user feedback.
17	Stock Verification and Scrap Disposal Committee	Mr. Ramesh Pareek	1. Developing and implementing a stock verification and scrape disposal policy. 2. Performing regular physical inventory counts to verify the accuracy of the organization's inventory records. 3. Identifying obsolete or damaged stock. 4. Maintains records of inventory verifications, scrap disposal activities, and compliance with environmental regulations.
E. Student Support			
18	Result Maintenance and Student Progression Committee	Mr. Krishan Kumar	1. After result this committee will submit result analysis as per required by different ranking agencies. 2. Keeping records of student's progression. 3. Provide support for progression.
19	Feedback Committee	Mr. Ambesh Kumar	Collects and analyzes feedback from students, faculty, and staff and other stake holders.
20	Grievance Redressal Committee	Dr. Sanjay Kumar Saini	1. Handles complaints and grievances from students, faculty, and staff. 2. Maintains records of grievances received, investigations conducted, and resolutions reached.
21	Discipline Committee	Dr. Vikram Singh Jakhar	1. Enforces disciplinary rules and regulations.

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			2. Maintains records of disciplinary cases, investigations conducted, and actions taken.
22	Anti-Ragging Committee	Mr. Mukesh Kumar Saini (EAFM)	1. Prevents and addresses ragging incidents on campus. 2. Maintains records of ragging complaints received, investigations conducted, and disciplinary actions taken.
23	Women's Development Cell (Internal Complaint Cell)	Ms. Suman Saini	1. Promotes gender equality and women's empowerment. 2. Provides support services to female students. 3. Treat sexual harassment as misconduct and initiate disciplinary action for the misconduct. 4. Maintains records of activities conducted, workshops organized, and support services provided to female students.
24	Student Well-being (Mental-Health) Committee	Mr. Pramod Kumar Saini	1. Addresses student grievances and provides counseling services. 2. Promotes student well-being. 3. Maintains records of student grievances, counseling sessions, and support services provided.
25	Alumni Relations Committee	Dr. Vinod Kumar Saini	1. Engages with alumni, fosters networks, and seeks support. 2. Organizes alumni events and reunions. 3. Maintains records of alumni contact information, engagement activities, and contributions.
26	Training and Placement Committee	Dr. Ambrish Sharma	1. Coordinates placement activities and industry linkages. 2. Assists students in finding suitable employment. 3. Maintains records of placement statistics, company visits, and student employment outcomes.
27	Mentor-Mentee Committee	Dr. Bhupendra Singh Poonia	1. Mentors students, providing guidance and support in their academic and personal lives. 2. Fosters a supportive and nurturing environment for students.

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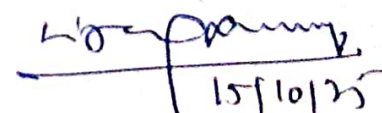
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F. Other			
28	UGC NIRF AISHE and University Affairs Committee	Dr. D.L. Bohra	3. Organizes mentoring programs and workshops. 4. Tracks mentor-mentee interactions and evaluates the effectiveness of the program. 5. Maintains Records.
29	Press Release Committee	Mr. Shantilal Joshi	1. To prepare proposals for grants and take necessary steps to receive grants. 2. To work as bridge between UGC, NIRF, AISHE and PNOC/College Statics University Affiliation and Respective College. 3. To implement the policies which are Recommended by UGC, NIRF, AISHE and PNOC/College Statics University Affiliation. 4. Maintains records of communications
30	Photography and Video Library Committee	Mr. Anil Kumar Jangir (Botany)	1. Handles media relations and public communication. 2. Maintains records of media releases, press clippings, and media coverage
31	Skills Development Committee	Mr. Anil Kumar Jangir (Botany)	1. Manages the college's photography and video equipment. 2. Oversees the creation and maintenance of a video library.
		Dr. H.P. Singh	The Skills Development Committee will oversee skills development programs, including NSE, HMM, HBS and competition classes. It will focus on program coordination, curriculum development, faculty training, student support, partnerships, assessment, infrastructure, and marketing to ensure the success of these programs and provide quality education and training in skills development.

We encourage all faculty members, students, and staff to actively participate in the activities of these committees and contribute to the betterment of our college.


Dr Satyendra Singh
Chairman
IQAC


Dr Vinod Kumar Saini
Coordinator
IQAC

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Detailed Committee Structure is enclosed with it.

Detailed Committee Structure

S.No.	Name of Faculty	Designation	Signature
1. Core Committee			
1	Sh. M.D. Shanbhag		
2	Dr. Satyendra Singh		
3	Dr. Vinod Kumar Saini		
2. Internal Quality Assurance Cell			
1	Dr. Satyendra Singh	Chairman	
2	Dr. Vinod Kumar Saini	Coordinator	
3	Mr. Chetan Dadheech	Co-Coordinator	
4	Dr. H.P. Singh	Member (Teacher Representative)	
5	Dr. D.L. Bohra	Member (Teacher Representative)	
6	Dr. Vikram S. Jakhar	Member (Teacher Representative)	
7	Dr. Vidyadhar Sharma	Member (Teacher Representative)	
8	Mr. S.L. Joshi	Member (Teacher Representative)	
9	Mr. Pramod Kumar Saini	Member (Teacher Representative)	
10	Dr. Sanjay Kumar Saini	Member (Teacher Representative)	
11	Mr. Ambesh Kumar	Member (Teacher Representative)	
12	Mr. Sandeep Jangir	Member (Teacher Representative)	
13	Mr. Deepak Kumar	Member	

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14	Dr. Bhupendra Singh Poonia	Member	
15	Mr. Ramesh Pareek	Member	
16	Ms. Suman Saini	Member	
17	Ms. Rama Deedwania	Member	
18	Mr. M.D. Shanbhag	Member (Administrative Representative)	
19	Mr. Sundar Lal Saini	Member (Industry Representative)	
20	Mr. Yogendra Mishra	Member (Alumni and Community Representative)	
21	Dr. Sunil Saxena	Member (External Academic Expert)	
22	Dr. Priyanka Bhambhu	Member (Alumni and Community Representative)	
23	Mr. Rakesh Mahala	Member (Alumni Representative)	
24	Mr. Chanchal Nehra	Students Representative	
25	Mr. Vikash Indoriya	Students Representative	

A. Curricular Committees

3. Academic Quality Enhancement Committee

1	Dr. Satyendra Singh	Coordinator	
2	Dr. Ambrish Sharma	Member (Management Studies Representative)	
3	Dr. Chetan Dadheech	Member (Science Representative)	
4	Dr. H.P. Singh	Member (Computer Science Representative)	
5	Dr. Vikram Singh Jakhar	Member (Arts Representative)	
6	Dr. Sanjay Kumar Saini	Member (Commerce Representative)	

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7	Dr. Vidyadhar Sharma	Member (Science Representative)	
8	Mr. S.L. Joshi	Member (Arts Representative)	
4. Faculty Development Committee			
1	Dr. H.P. Singh	Coordinator	
2	Dr. Sanjay Saini	Member	
3	Mr. S.L. Joshi	Member	
4	Mr. Krishan Kumar	Member	
5. Evaluation and Assessment Committee			
1	Mr. Sandeep Kumar Jangir	Coordinator	
2	Mr. Pramod Kumar Saini	Member	
3	Mr. Ambesh Kumar	Member	
4	Mr. Ramesh Pareek	Member	
5	Mr. Himanshu Sharma	Member	
6	Dr. Tripti Joshi	Member	
7	Mr. Anil Kumar Jangir (Botany)	Member	
8	Mr. Ratan Lal Saini	Member	
6. Research Council			
1	Dr. D.L. Bohra	Coordinator	
2	Dr. H.P. Singh	Member	
3	Dr. Sanjay Saini	Member	
4	Dr. Vikram S. Jakhar	Member	
5	Dr. Jai Prakash Prajapati	Member	
6	Dr. Anu Verma	Member	

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7	Dr. Ravina Jhanjhariya	Member	
8	Dr. Tripti Joshi	Member	
B. Co-curricular Committees			
7. Time Table Committee			
1	Mr. Chetan Dadhech	Coordinator	
2	Mr. Shantilal Joshi	Member (Arts)	
3	Mr. Sudarshan Sharma	Member (Science)	
4	Mr. Sandeep Kumar Jangir	Member (Commerce)	
5	Mr. Mukesh Kumar Saini	Member (CS& Management Studies)	
8. Science and Educational Fair Committee			
1	Dr. Vinod Kumar Saini	Coordinator	
2	Dr. D.L. Bohra	Member	
3	Mr. Ambesh Kumar	Member	
4	Dr. Ravina Jhanjhariya	Member	
5	Mr. Deepak Kumar (Geography) Sharma	Member	
6	Ms. Suman Saini	Member	
7	Dr. Tripti Joshi	Member	
8	Mrs. Priya Sharma	Member	
9	Ms. Arti Moond	Member	
9. Website/LMS Maintenance Committee			
1	Dr. H.P. Singh	Coordinator	
2	Mr. Himanshu Sharma (CSE)	Member	
3	Mr. Ambesh Kumar	Member	

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10. Student Development Cell			
1	Mr. Shantilal Joshi	Coordinator	
2	Mr. Pramod Kumar Saini	Member	
3	Mrs. Rachana	Member	
4	Mrs. Reena Saini	Member	
5	Mrs. Kavita Jangir	Member	
11. Sports and Physical Education Committee			
1	Lt. Kamlesh Kumar	Coordinator	
2	Ms. Suman Saini	Member	
3	Mr. Mukesh Kumar Saini (EAFM)	Member	
4	Mr. Sunil Kumar Saini (History)	Member	
5	Mr. Anil Kumar Meena (Sports Officer)	Member	
6	Mr. Dinesh Karwasara	Member	
C. Extra-curricular Committees			
12. Cultural Preparedness Committee			
1	Mrs. Reena Saini	Coordinator	
2	Ms. Rama Deedwania	Member	
3	Mrs. Kavita Jangir	Member	
4	Dr. Ravina Jhanjhariya	Member	
5	Ms. Vasundhara Negi	Member	
6	Ms. Arti Moond	Member	
7	Dr. Tripti Joshi	Member	
8	Ms. Ankita Thakur	Member	

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13. Environmental Sustainability and Green Initiatives Committee

1	Dr. Anu Verma	Coordinator	
2	Dr. Tripti Joshi	Member	
3	Mrs. Reena Saini	Member	
4	Mr. Sunil Kumar Saini (Geography)	Member	

14. Social Service and Outreach Committee

1	Mr. Sandeep Kumar Jangir	Coordinator	
2	Mr. Sunil Kumar Saini (History)	Member	
3	Dr. Jaiprakash Prajapati	Member (NSS)	
4	Mrs. Rachna	Member (NSS)	
5	Lt. Kamlesh Kumar	Member (NCC)	

D. Infrastructure Committees

15. Infrastructure and Maintenance Committee

1	Dr. Vikram Singh Jakhar	Coordinator	
2	Mr. Sunil Kumar Saini (History)	Member	
3	Mr. Ramesh Pareek	Member	
4	Mr. Pankaj Chotia	Member	

16. Library Committee

1	Mr. Deepak Kumar (Geography)	Coordinator	
2	Mr. Babulal	Member	
3	Dr. Anil Kumar Sharma	Member	
4	Mr. Sudarshan Sharma	Member	

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5	Mr. Vikram Singh Karnawat	Member	
6	Mr. Sudhir Jangir	Member	
17. Stock Verification and Scrap Disposal Committee			
1	Mr. Ramesh Pareek	Coordinator	
2	Mr. Sudhir Jangir	Member	
3	Mr. Vikas	Member	
E. Student Support Committees			
18. Result Maintenance and Student Progression Committee			
1	Mr. Krishan Kumar	Coordinator	
2	Ms. Mahima Soni	Member	
3	Mrs. Kavita Jangir	Member	
4	Mr. Vikram Singh Karnawat	Member	
5	Mr. Anil Kumar Jangir (Botany)	Member	
6	Mr. Ratan Lal Saini	Member	
7	Mr. Pradeep Kumar (PIMS)	Member	
19. Feedback Committee			
1	Mr. Ambesh Kumar	Coordinator	
2	Dr. Bhupendra Singh Poonia	Member	
3	Mr. Deepak Kumar (Geography)	Member	
4	Mrs. Rachana	Member	
20. Grievance Redressal Committee			
1	Dr. Sanjay Kumar Saini	Coordinator	

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2	Dr. Vikram Singh Jakhar	Member	
3	Mr. Mukesh Kumar Saini (PIMS)	Member	
4	Dr. Ravina Jhanjhariya	Member	
21. Discipline Committee			
1	Dr. Vikram Singh Jakhar	Coordinator	
2	Dr. Ambrish Sharma	Member	
3	Mr. Chetan Dadheech	Member	
4	Dr. H.P. Singh	Member	
5	Dr. Dau Lal Bohra	Member	
6	Dr. Vidyadhar Sharma	Member	
7	Dr. Sanjay Kumar Saini	Member	
8	Mr. Shantilal Joshi	Member	
9	Mr. Krishan Kumar	Member	
10	Dr. Anu Verma	Member	
11	Lt. Kamlesh Kumar	Member	
12	Mr. Dinesh Karwasra	Member	
22. Anti-Ragging Committee			
1	Mr. Mukesh Kumar Saini (EAFM)	Coordinator	
2	Dr. Jaiprakash Prajapati	Member	
3	Ms. Arti Moond	Member	
23. Women's Development Cell (Internal Complaint Cell)			
1	Ms. Suman Saini	Coordinator	
2	Mrs. Kavita Jangir	Member	

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3	Mrs. Priya Sharma	Member	
4	Dr. Ravina Jhanjhariya	Member	
5	Ms. Ankita Thakur	Member	
24. Student Well-being (Mental-Health) Committee			
1	Dr. Pramod Kumar Saini	Coordinator	
2	Dr. D.L. Bohra	Member	
3	Mr. Sandeep Kumar Jangir	Member	
4	Mr. Shantilal Joshi	Member	
25. Alumni Relations Committee			
1	Dr. Vinod Kumar Saini	Coordinator	
2	Mr. Sandeep Kumar Jangir	Member	
3	Mr. Ambesh Kumar	Member	
4	Dr. Sanjay Kumar Saini	Member	
5	Mr. Pramod Kumar Saini	Member	
6	Mr. Mukesh Kumar Saini (PIMS)	Member	
26. Training and Placement Committee			
1	Dr. Ambrish Sharma	Coordinator	
2	Dr. H.P. Singh	Member	
3	Mr. Anil Sharma (TPO)	Member	
4	Mr. Mukesh Kumar Saini (PIMS)	Member	
5	Dr. Sanjay Saini	Member	
6	Mr. Ramesh Pareek	Member	

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27. Mentor-Mentee Committee			
1	Dr. Bhupendra Singh Poonia	Coordinator	
2	Mr. Mukesh Kumar Saini (EAFM)	Commerce	
3	Mr. Deepak Kumar (Geography)	Arts	
4	Mr. Ambesh Kumar	Science	
5	Mr. Rachna	Management	
6	Mr. Mukesh Saini (PIMS)	CS	
7	Mr. Himanshu Jangir	D.Pharma	
F. Other Committees			
28. UGC NIRF AISHE and University Affairs Committee			
1	Dr. D.L. Bohra	Coordinator	
2	Dr. H.P. Singh	Member	
3	Mr. Himanshu Sharma	Member	
29. Press Release Committee			
1	Mr. Shantilal Joshi	Coordinator	
2	Dr. Anil Kumar Sharma	Member	
30. Photography and Video Library Committee			
1	Mr. Mukesh Kumar Saini (PIMS)	Coordinator	
2	Lt. Kamlesh Kumar, ANO	Member	
3	Mr. Anil Jangir (Botany)	Member	
4	Mr. Anil Kumar (Office)	Member	
31. Skills Development Committee			

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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

1	Dr. H.P. Singh	Coordinator	
2	Dr. Sanjay Saini	Member	
3	Mr. Pankaj Chotia	Member	
32. Entrepreneurship Club/Committee			
1	Dr. Ambrish Sharma	Coordinator	
33. Cyber Club/Committee			
1	Mr. Himanshu Sharma	Coordinator	
34. Promotional Club/Committee			
1	Dr. Vinod Kumar Saini	Coordinator	


15/10/25
Dr Satyendra Singh
IQAC Chairman/Principal


15/10/25
Dr Vinod Kumar Saini
IQAC Coordinator

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