

OFFICE OF THE PRINCIPAL, DR. B.R. AMBEDKAR GOVT. COLLEGE, DABWALI

Order No. GCD/18/

Dated 18/08/2018

LIST OF THE ANNUAL COMMITTEES FOR THE ACADEMIC SESSION 2018-19

The following committees are hereby Constituted for the Academic Session 2018-19 for the smooth functioning of the College. These revised annual Committees will come into force with immediate effect. Conveners/In-charges of various committees are requested to hand-over their charge, if any, to the new incumbent and get counter signature of the under-signed as early as possible.

The conveners/In-charges of various committees should note down the names of the faculty members associated with them. All concerned to note please:-

1. College Council

Dr. K.L. Gupta Principal/Chairperson

Dr. Rakesh Wadhwa

Smt. Jatinder Kaur

Dr. Rakesh Bhati

Dr. Ranbir Singh

Sh. Dilraj Singh

Sh. Pradeep Bishnoi (Special invitee being Bursar)

Special invitee(s), as per requirement, if any

2. College Bursar

Sh. Pradeep Bishnoi

3. Staff Secretaries

Dr. Rakesh Bhati (Staff Secretary)

Sh. Dilraj Singh (Social Secretary)

Dr. Surender Pal (Social Secretary)

4. Chief Mentor

Smt. Jatinder Kaur (Girls)

Dr. Rakesh Bhatti (Boys)

Senior Mentors/MOU

Dr. Ranbir Singh (English)

Mr. Pradeep Bishnoi (Science)

Dr. Bharti Brar (Commerce)

Mrs. Anju Goyal (Economics)

Vacant (Computer Sc.)

5. General Purchase Committee

Dr. Rakesh Wadhwa

Smt. Jatinder Kaur

Sh. Dilraj Singh

Smt. Honey Garg

& In-charges of the concerned Departments

6. Purchase Verification Committee (For Purchase above Rs.10,000/-)

Dr. Bharti Brar

Dr. Usha Bhati

Smt. Anju Goyal

7. College Time Table with Proctorial duties, Work load & Introduction of the new Subjects Committee

Dr. Bharti Brar

Smt. Honey Garg

Sh. Rajpal Verma

Dr. Manjeet Kumar

Smt. Anjali sachdeva

Sh. Deepak Raj

Mr. Virender Kumar (Computer Instructor)

8. Senior Tutor

Dr. Rakesh Wadhwa

Smt. Jatinder Kaur

9. Fee Concession & SAF Committee

Sh. Rajpal Verma *Rajpal*

Dr. Surender Pal *SP*

Sh. Deepak Raj

Sh. Virender Kumar (Computer Instructor) *VK*

10. Bus Pass committee

Sh. Sunil Joshi

Sh. Sunil Kumar (English) *SK*

Sh. Jile Singh (L.A.) *JL*

Sh. Virender Kumar (Computer Instructor) *VK*

11. Scholarships and Stipend Committee (S.C./B.C./Merit and others)

Mr. Rajpal Verma *Rajpal*

Smt. Shanno Garg *Shanno*

Sh. Deepak Raj

Sh. Ompal SINGH *Ompal Singh*

Sh. Sunil Kumar (English) *SK*

Sh. Gurlal Singh *Gurlal*

Sh. Jile Singh (J.L.A.) *JL*

Sh. Virender Kumar (Computer Instructor) *VK*

12. University Registration Return, University Exam Forms, University Exams, Lecture Shortage & Name struck off Committee

Dr. Ranbir Singh (Registrar)

Sh. Rajpal Verma *Rajpal*

Dr. Surender Pal *SP*

Smt. Anjali Sachdeva

Dr. Archana

Sh. Yash pal (Univ. Clerk) *Yash*

13. Gap/Eligibility/Migration Committee

Sh. Rajpal Verma *Rajpal*

Sh. Yash Pal (L.A.) *Yash*

14. Committee for EVS

Smt. Jatinder Kaur

Dr. Surender Pal *SP*

Sh. Sunil (Physics) *SP*

15. Committee for Compulsory Computer Education

Sh. Virender Kumar (Computer Instructor) *VK*

Smt. Amarjeet Kaur(L.A.)

16. Attestation of University Forms, Issuance of Character & Residence Certificate

For Arts Faculty:

Dr. Rakesh Wadhwa & Dr. Ranbir Singh B.A.-III

Smt. Jatinder Kaur & Smt. Shanno Garg B.A.-II

Dr. Rakesh Bhati & Smt. Anju Goyal B.A.-I

Sh. Dilraj Singh M.A.(Previous & Final)

For Science Faculty:

Sh. Pradeep Bishnoi

Dr. Manjeet Kumar

For Commerce Faculty:

Dr. Bharti Brar

Smt. Honey Garg

Dr. Usha Bhati

Sh. Yash Pal (L.A.) will assist this committee.

17. Parking/Cycle Stand Committee

Dr. Surender Pal *SP*

Sh. Sunil Joshi

18. College Educational Tour Committee

Sh. Dilraj Singh *Dilraj*

only character certificate *Yash*

Smt. Anju Goyal *Anju Goyal*

Smt. Shanno Garg

Dr. Surender Pal *SP*

19. Science Exhibition Committee

Sh. Rajpal Verma *Rajpal*

Dr. Manjeet Kumar

Sh. Sunil Kumar (Physics) *←*

20. Prize Committee

Dr. Rakesh Wadhwa *Rakesh Wadhwa*

Dr. Usha Bhati

Smt. Anju Goyal *Anju Goyal*

21. Refreshment Committee

Sh. Dilraj Singh *Dilraj Singh*

Smt. Anju Goyal *Anju Goyal*

Sh. Sunil Joshi

Dr. Beant Kaur

22. Red Cross Committee & Red Ribbon Club

Smt. Anju Goyal *Anju Goyal*

Sh. Sunil Joshi

Sh. Gurlal Singh *Gurlal Singh*

Sh. Inderjit Singh *Inderjit Singh*

23. Women Cell/Slogan writing and Beti Bachao Beti Padhao Abhiyan

Smt. Honey Garg (I/C)

Smt. Shanno Garg *Shanno Garg*

Sh. Deepak Raj

Dr. Archana Grover

Sh. Jagmeet Singh

Sh. Naresh Kumar

24. Legal Literacy Cell

Smt. Shanno Garg *Shanno Garg*

Sh. Deepak Raj

Sh. Sunil Kumar (English) *Sunil Kumar*

25. NSS

Sh. Jaswinder Singh

Sh. Harish (NSS Clerk)

Advisory committee

Principal & College Council Members

26. Mike & Audio, Tent/Shamiana & Seating Arrangement Committee

Dr. Surender Pal *SP*

Smt. Anjali Sachdeva

Smt. Shanno Garg *Shanno Garg*

Sh. Ompal SINGH *Ompal Singh*

Sh. Inderjeet Singh *Inderjeet Singh*

27. Income Tax & Property Return Committee in the supervision of Sh. Pradeep Bishnoi, Bursar

Dr. Bharti Brar

Dr. Usha Bhati

Dr. Manjeet Kumar

28. Building Fund Committee

Dr. Rakesh Wadhwa *Rakesh Wadhwa*

Smt. Jatinder Kaur

Sh. Pradeep Bishnoi (Bursar) *Pradeep Bishnoi*

Smt. Honey Garg

Dr. Surender Pal *SP*

Sh. Sunil Joshi

Sh. Sunil Joshi

Sh. Sunil Joshi

9. Drinking Water Arrangement Committee

Sh. Sunil Joshi

Sh. Satpal

Sh. Naresh Kumar

Sh. Pinder Kumar (Peon) & N.S.S. Volunteers

30. RUSA and AISHE Committee

Dr. Bharti Brar

Smt. Honey Garg

Dr. Manjeet Kumar

Sh. Deepak Raj

Sh. Virender Kumar (Computer Instructor) *VM*

31. Court Case & C.M. Window Committee

Sh. Dilraj Singh *DS*

Dr. Surender Pal *SP*

Sh. Sunil Joshi

32. ACR Committee

Smt. Jatinder Kaur (Convener)

Calculation and Result verification for ACR:

Arts:- Sh. Dilraj Singh, Dr. Surender Pal, Smt. Shanno Garg *SS*

Science:- *SP* Sh. Rajpal Verma, Sh. Jaswinder Singh *SS*

Commerce:- Dr. Bharti Brar, Smt. Honey Garg, Dr. Usha Bhati

33. Printing & Invitation Committee

Sh. Dilraj Singh *DS*

Dr. Usha Bhati

Sh. Satpal

Sh. Inderjeet *IS*

34. Library Advisory Committee

Sh. Dilraj Singh *DS*

Smt. Honey Garg

Smt. Anjali Sachdeva

Smt. Shanno Garg *SS*

35. Annual Report Committee

Smt. Jatinder Kaur

Dr. Ranbir Singh

Dr. Usha Bhati

Smt. Shanno Garg *SS*

Sh. Bajrang Lal (Library Attendant)

36. Maintenance the Record of Extension Lecturers

Smt. Honey Garg

Dr. Manjeet Kumar

Smt. Anjali Sachdeva

37. Nodal Officers: EDUSAT & Gyan Jyoti Project & Smart Classroom

Dr. Manjeet Kumar

Dr. Surender Pal *SP*

Sh. Deepak Raj

Sh. ~~Om Pal~~ **OMPAL SINGH** *Opal Singh*

38. Earn While You Learn Scheme Committee

Smt. Anjali Sachdeva

Sh. Sat Pal

Dr. Archana Grover

39. Placement Cell & Personality Development Committee

1. Dr. Usha Bhati (Commerce)

2. Smt. Anju Goyal *AG*

3. Sh. Satpal (Science) *SP*

4. Dr. Beant Kaur

J. Anti Ragging Committee/Squad and Grievances Redressal-cum-Anti Sexual Harassment Cell

Smt. Jatinder Kaur

Dr. Ranbir Singh

Sh. Dilraj Singh

Smt. Honey Garg

Dr. Usha Bhati

Sh. Sunil Joshi

41. Subject Societies

Dr. Rakesh Bhati (Psychology)

Dr. Ranbir Singh (English)

Sh. Dilraj Singh (Punjabi)

Sh. Pradeep Bishnoi (Maths)

Dr. Usha Bhati (Commerce)

Smt. Anju Goyal (Economics)

Dr. Surender Pal (Geography)

Smt. Anjali Sachdeva (History)

Sh. Raj Pal (Chemistry)

Sh. Sunil Kumar (Physics)

Shanno Garg (Hindi)

42. Wall Magazine & Flex Board Committee

Smt. Shanno Garg (Editor)

Smt. Anjali Sachdeva (Co-Editor)

43. Health Fund and Campus Beautification, Lawn Maintenance, Cleanliness and Decoration Committee

Smt. Anjali Sachdeva

Sh. Sunil Joshi

Dr. Beant Kaur

Sh. Gurlal Singh

Sh. Jaswinder Singh

Sh. Naresh Kumar

44. NAAC, Academic Audit & Internal Quality Assurance Cell (IQAC)

Dr K. L. Gupta (Principal/Patron)

Smt. Jatinder Kaur (Co-ordinator)

Dr. Ranbir Singh

Sh. Dilraj Singh

Sh. Pradeep Bishnoi

Smt. Honey Garg (Women Cell)

Smt. Anju Goyal

Sh. Sunil Joshi (Sports)

45. Public Relation Committee

Dr. Usha Bhati

Smt. Shanno Garg

Sh. Virender Kumar (Computer Instructor)

Sh. Bajrang Lal (Library Attendant)

46. Discipline Committee

Dr. Rakesh Wadhwa

Dr. Rakesh Bhati

Sh. Dilraj Singh

Dr. Surender Pal

Smt. Shanno Garg

Sh. Sunil Joshi

Sh. Deepak Raj

Sh. Jaswinder Singh

Sh. Gurlal Singh

Sh. Inderjeet Singh

Sh. Naresh Kumar

Sh. Sunil Kumar

1. Satpal

47. Sports Activities

Sh. Sunil Joshi

Sh. Deepak Raj

Sh. Inderjeet Singh

Sh. Yashpal, L.A. (Sports Clerk)

College Sports Board:

Dr. K. L. Gupta (Principal/Chairperson)

Sh. Sunil Joshi (Sports Secretary)

Smt. Jatinder Kaur

Dr. Rakesh Bhati

Dr. Ranbir Singh

Sh. Dilraj Singh

Sh. Pradeep Bishnoi

Dr. Usha Bhati

Smt. Anju Goyal

Smt. Anjali Sachdeva

48. Repair & Maintenance Committee

Dr. Surender Pal

Smt. Anjali Sachdeva

Sh. Sunil Joshi

Sh. Deepak Raj

49. Committee for Construction Work of College

Dr. Rakesh Wadhwa

Smt. Jatinder Kaur

Dr. Rakesh Bhati

Sh. Dilraj Singh

Dr. Usha Bhati

Sh. Sunil Joshi

50. Property Committee

Dr. Usha Bhati

Smt. Anju Goyal

Dr. Surender Pal

Smt. Shanno Garg

Sh. Sunil Joshi

51. University Afiliation, U.G.C. Affairs and Online News Letters Committee

(Correspondence, Grants & New Subjects)

Dr. Ranbir Singh

Smt. Anju Goyal

Sh. Rajpal Verma

Smt. Anjali Sachdeva

Sh. Jaswinder Singh

Sh. Sunil Kumar (English)

Sh. Rakesh Kumar (Steno)

52. Electricity Works (Maintenance, Purchase, New installation, Bills etc.) & Sound System Committee

Dr. Surender Pal

Sh. Sunil Joshi

Sh. Jaswinder Singh

Sh. Yash Pal (L.A.)

53. Cultural & Co-curricular Activities Committee

Dr. Rakesh Bhati

Dr. Usha Bhati

Dr. Surender Pal

Smt. Shanno Garg

Gurial Singh

Sh. Inderjeet Singh

Sh. Naresh Kumar

54. Photography Committee

Smt. Shanno Garg

Smt. Anjali Sachdeva

Sh. Bajrang Lal (Library Attendant)

55. Stationery Purchase Committee

Sh. Rajpal Verma

Smt. Shanno Garg

Sh. Jile Singh (Record Keeping) J.L.A.

56. College Alumni & Parents-Teachers Association

Dr. K. L. Gupta (Principal/Chairperson)

Smt. Jatinder Kaur

Dr. Rakesh Bhati

Dr. Ranbir Singh

Sh. Dilraj Singh

Sh. Pradeep Bishnoi

Dr. Usha Bhati

Sh. Raj Pal

57. Anti Smoking Committee

Dr. Rakesh Wadhwa

Sh. Rajpal Verma

Dr. Surender Pal

Sh. Jaswinder Singh

58. R.T.I. Committee

Dr. K. L. Gupta (Principal/Chairperson) –First App. Authority

Dr. Rakesh Wadhwa –SPIO

Smt. Honey Garg–APIO

Sh. Jile Singh (J.L.A.) Clerk

59. Updation of Electoral Rolls

Dr. Rakesh Bhati (Nodal Officer)

Dr. Surender Pal

60. Road Safety Committee

Sh. Deepak Raj

Sh. Sunil Joshi

61. Anti Drug Society

Sh. Dilraj Singh

Smt. Anju Goyal

Sh. Sunil Joshi

62. Cashless Transaction Committee

Sh. Pradeep Bishnoi

Sh. Deepak Raj

Sh. Harish Sethi (Clerk)

63. Human Resource Management System Committee

Dr. Rakesh Bhati

Sh. Sat Pal

Sh. Harish Sethi (Clerk)

Sh. Virender Kumar (Computer Instructor)

64. AEBAS (Aadhar Enabled Biometric Attendance System)

Dr. Rakesh Wadhwa

Sh. Virender Kumar (Computer Instructor)

Sh. Harish (Clerk)

65. C.C.T.V. Camera Committee

Sh. Sunil Joshi

Sh. Virender Kumar

Sh. Harish Sethi (Clerk)

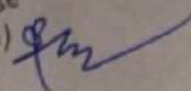
66. Class III & IV Employees

Smt. Honey Garg I/C

Sh. Harish Sethi

67. Language Lab Committee

Sh. Deepak Raj, In-charge


Sh. Sunil Kumar (English) 

Sh. Jagmeet Singh

68. NAPS Committee

Sh. Deepak Raj, Nodal Officer

Sh. Jagmeet Singh

Sh. Virender Singh, Computer Instructor 

69. Office Co-ordinator

Sh. Harish Sethi (Clerk)

Copy To:

1. Bursar
2. Office-in-charge
3. Bill Clerk/Fund Clerk/Establishment Clerk
4. Staff Circulation
5. Students Notice Board

Principal