

Administrative Committees 2019-2020

1. Advisory Committee

Convener-Ms. Sujata Gupta(Off. Principal)

Members-

- 1.Ms. Renu Mehta
- 2.Ms. Santosh Bisla
- 3.Ms. JyotiKhanduja
- 4.Dr. AashimaGakhar
5. Ms. Meenu Sharma
- 6.Dr. Manju Singh
7. Dr. Manju Bala Sharma
8. Ms. Sunit Bhandari
- 9.Ms. Sanjana Raheja
10. HCA

2. RUSA & Building

Committee- Construction & Maintenance

Convener-Ms. Renu Mehta

Members-

- 1.Ms. Santosh Bisla
- 2.Ms. Meenu Sharma
- 3.Ms. Sunit Bhandari
- 4.Dr. Sabira Sharma
- 5.Ms. SanjanaRaheja
- 6.Dr. Punam Kundu
7. PWD Civil Engg.
- 8.University Representative
- 9..Architect
- 10 .Contractor of the Project
- 11.HCA

3. Research Committee & UGC Planning Board

(Proposals for Vocational Courses/Seminar/Grants/ Utilization/Workshops

Convener- Dr. Manju Bala Sharma

Members-

- 1.Dr. Ashima Gakhar
- 2.Dr. Manju Singh
- 3.Ms. Lakhwinder
- 4.Dr. Deepti Sharma
- 5.Dr. Arminder Kaur
6. Ms. Manjeet(Clerk)

4. IQAC Core Committee

Co-Coordinator-

- 1.Ms. Renu Mehta
- 2..Ms. Santosh Bisla
- 3..Ms. JyotiKhanduja
- 4..Dr. Manju Singh
- 5.Dr. Manju Bala Sharma
- 6..Ms. Meenu Sharma
- 7..Dr. Sabira Sharma
- 8..Ms.Suneet Bhandari
- 9..Dr. AashimaGakhar
- 10..Ms. Kanwaljeet Virdi
- 11.Dr. Deepti Sharma

Members- All Permanent Staff

5. Sessional Examinations/ Semester Examination/ Forms/Compiling of Results/ Merit Lists/Assessments

Controller of Exams- Dr. Sangeeta Gaurang

Co-Controller-

Dr.ManjuBala Sharma

(Science)

Dr. SushmaThakur(Arts)

Ms. Sanjana

Raheja(Commerce)

Members

(a) Science

- 1.Dr. Aashima Gakhar
- 2.Dr. Manju Singh
- 3.Dr. Nadia Chawhan

(b) Arts

1. Ms. Renu Baliyan
- 2.Ms. Swati Sharma
- 3.Dr. Punam Kundu

(c)Commerce

- 1.Ms. Sanjana Raheja
- 2.Ms. Madhu Arora
- 3.Ms. Meetu Chawla

(d)B.Sc.(H.Sc.)/FD/FT/

B.Voc.

Ms. Lakhwinder Kaur

6.Purchase Committee

Convener-Ms. Renu Mehta

Bursar- Ms. Sanjana Raheja

Members-

- 1..Ms. Santosh Bisla
- 2 Dr. Manju Bala Sharma
- 3.Ms. Sunit Bhandari
- 4 Dr.Sabira Sharma
- 5.Ms. Anuradha Nagia
- 6.Ms. AnshulAtreja
- 7.Head-Clerk

7.Discipline/Grievance, redressal & Anti Ragging Cell

Convener-Dr. Sangeeta Gaurang

Co-Convener(Arts Block)- Dr. Suman

Members-

- 1..Ms. Anju Narwal
- 2.Dr. Renu Baliyan
- 3.Dr. Swati Sharma

Co-Convener(Science Block)-Dr. AashimaGhakhar

Members-

- 1.Ms. Swati (Chem.)
- 2.Ms. Pinki(Geog.)
- 3.Ms. Shruti Jain(Phy.)

Co-Convener(Commerce Block)-Ms. SanjanaRaheja

Members-

- 1.Ms. AnshulAtreja
- 2.Ms. Madhu Arora
- 3.Ms. Shilpa

Lib: Ms. Monica Saini

Hostel: 1.Asst. Warden (2)

2.Mr. Suresh

8.Website Update & Computers/Internet/Telephone/CCTV Maintenance

Convener-Ms. Meenu Sharma

Co-Coordinator-

Ms. SakshiAneja

Members-

1.Dr. Deepti Sharma

2.Ms. Kanwaljeet Virdi

3.Faculty of Computer Department

9.Scholarship Committee (External/Internal)

Convener-Ms.Meenu

Sharma **Co-Convener-**Ms. Anuradha Nagia

Members-

- 1.Dr. Sangeeta Gaurang
- 2.Dr. PunamKundu
- 3.Dr. Sunita Devi
- 4.Dr. Shweta Dhawan
- 5.Ms. Isha
- 6.HCA
- 7.Ms.Manjeet (Clerk)

10.RTI Cell

Convener-Ms. Suneet

Bhandari

Co-Convener- Ms. Anuradha Nagia

Members-

- 1.Ms. Madhu Mehta
2. Mr. Suresh Kumar

11.Time Table Committee

Convener-Ms. Renu Mehta

Science-

- 1.Dr. Ashima Gakhar
- 2.Dr. Manju Singh
- 3.Dr. Manju Sharma

Arts

- 1.Dr. Sushma Thakur
- 2.Dr. PunamKundu

Commerce

- 1.Ms. SanjanaRaheja
- 2.Ms. Meetu Chawla

B.Sc. Fd/B.Voc/Add-On-

Course/Home Sc.

Ms. Lakhwinder Kaur

EVS-Dr. AashimaGakhar

12.Library & Edusat

Committee

Convener- Ms. Monica Saini

Co-Convener- Dr. Sunita

Salaria

Members-

- 1.Dr. Ashima Gakhar
- 2.Dr. Manju Singh
- 3.Ms. Sunit Bhandari
- 4.Dr. Sushma Thakur
- 5 Ms.Lakhwinder Kaur

13.Maintenance of Water/ Electricity/ Furniture/Scrap & Cleanliness Committee

Convener-Ms. Jyoti Khanduja

Science Block-

- 1.Ms. Meenu Sharma
- 2.Dr. Nadia Chowhan

Hans Raj Block-

- 1.Ms. Sanjana Raheja
- 2.Ms. Lakhwinder Kaur
- 3.Ms. Shweta Dhawan

Dayanand Block & Arts

Block

1.Ms. Sunit Bhandari

2..Dr. Sabira Sharma

3.Dr. Suman

Library

1.. Ms. Monika Saini

Non-teaching

- 1.Mr. Ram Kumar
- 2.Mr. Surinder -Poon (Furniture)
- 3.Mr. Joginder-Peon(Electrician)
- 4.Contractor for Sweepers

14.Central Record Keeping & Media

Convener-Dr. Sunita Salaria

Co-Convener-Ms.Sakshi

Aneja

Members-

- 1.Ms. Monika Saini
- 2.Dr. Deepti Sharma
- 3.Dr.Shweta Dhawan
- 4..Ms. Nadia Chawhan
- 5..Ms. Shivangi
- 6..Ms. Shilpa
- 7.Home-Science (1)
- 8.Ms. Harbinder

15.Publication/Publicity/ Photography Committee

Convener- Dr. Manju Singh

Co-Convener-

- 1.Ms. Anju Narwal
 - 2.Ms. Kanwaljeet Virdi
- ### **Members-**
1. Dr. Manju BalaSharma (Science)
 - 2.Dr. Sunita (Hindi)
 - 3.Dr. Sabira Sharma(Skt)
 - 4.Ms. Anuradha Nagia (Social Science)
 - 5.Ms. Lakhwinder(Hm.Sc.)
 - 6.Ms. Kanwaljeet Virdi(Geog.)
 - 7.Ms. Sakshi Aneja(Comp)
 - 8...Ms. Shivangi (Eng)
 - 9..Ms. Meetu Chawla (Commerce)

16.Hostel/Canteen

Committee

Convener- Ms. Suneet

Bhandari

Co-Convener- Dr. Sabira

Sharma

Members-

1. Dr. AashimaGakhar }-
- 2.Dr. Manju Singh }- (Advisory)
- 3.Dr Sangeeta Gaurang
- 4.Ms. AnuradhaNagia
- 5.Ms. Monika Saini
- 6.Dr. Swati Sharma
- 7..Dr. Deepti Sharma
8. Dr. Suman
- 9.Ms. Isha
10. Dr. Nadia Chauhan
11. Ms. AnshulAtreja
12. Ms. Shilpa(Commerce)
- 13.Ms. Kamlesh(Commerce)

14. Bio-Tech.(1)
15.H.Sc.(2)
16. Science-(2)
17.Maths.-(1)
18.Warden
19. Assitt. Warden
20..Mr. Suresh-(Accounts/
Store-keeper)

17.AISHE

Nodal officer- Mrs. Manju
Sharma
Mrs.DivyaVij (Comp. Sc.)

18.Electoral Committee

Nodal Office- Mrs..Sunit
Bhandari
Dr. Sabira Sharma
Members-

- 1.Mrs. Jyoti Khanduja
2.Dr.Sushma Thakur
3.Ms. Monisha

19.Road Safety Club

Nodal Officer- Mrs.. Jyoti
Khanduja

Members-

- 1.Mrs.Santosh Atreja
(Chairman, State Child
Welfare Committee)
2.Dr. Renu Baliyan
3.Dr. Swati

**20. Anti -Sexual
Harassment Cell**

Convener-Ms. Sujata Gupta
(Off. Principal)

Members-

- 1.Ms. Renu Mehta
2.Dr. Manju Bala Sharma
3..Ms. Suneet Bhandari
4.Dr. Sangeeta Gorang
Non-Govt. Organization
Dr.(Mrs.) Sucheta Gupta
(Uttar Haryana,Bharat Vikas
Parishad,Madhav Shakha)

21.Add on courses

Coordinators:---

Cosmotology:Off. Principal

FD/Food Processing

Ms. Lakhwinder

Functional English

Ms. Sunit Bhandari

GIS & Remote Sensing

Mrs. Santosh Bisla

**Web Designing /
Animation/Multimedia/
Computer Dept.**
Ms.Sakshi Aneja

Biotech Dept

Dr Manju Bala Sharma

Community College

Off. Principal

**22.Passport Officer Nodal
Officer**

Dr. Sangeeta Gaurang

Members:

- 1.Dr. Manju Singh
2.Ms.Sanjana Raheja
3. Ms. Renu Baliyan

23.On-line Admissions

Nodal Officer-Dr. Manju
Bala Sharma

Online Incharge-Ms.

Sakshi Aneja

Convener-Dr. Sushma

Thakur

For SC/BC-Ms. Anuradha
& Ms. Anju Narwal

1. B.Sc.(N.M.)

Ms. Meenu Sharma

Dr. Manju Singh

Dr. Manju Sharma

Ms. Harbinder

2. B.Sc.(Med.)

Dr. Ashima Gakhar

Dr. Manju Bala

Sharma

Dr. Nadia

3. B.A.

Ms. Jyoti Khanduja

Ms. Sunit Bhandari

Dr. Sangeeta

Gorang

Dr. Sabira Sharma

Ms. Anju Narwal

Dr. Renu Baliyan

Ms. Anuradha

Nagia

Dr. Suman

Dr. Punam Kundu

Dr. Swati Sharma

Ms. Kanwaljeet

Virdi

4. M.Sc.Bio-tech.

Dr. Arminder

5. M.Sc.Computer

Science

Ms. Sakshi Aneja

Ms. Harbinder

6. M.Sc.Mathematics

Dr. Shweta

Dr. Manju Sharma

7. M.A.English

Ms. Suneet

Bhandari

Dr. Deepti Sharma

Ms. Isha

8. M.Sc.Geography

Ms. Santosh Bisla

Ms. Kanwaljeet

Virdi

9. B.Voc.(FSQC

&FT), B.Sc.

Fashion Designing

Ms. Lakhwinder

Dr. Sunita Salaria

Ms. Shivangi

10. B.Com & M.Com.

Ms. Sanjana Raheja

Ms. Anshul Atreja

24.Shryas & NAD

Nodal Officer-Dr. Deepti
Sharma

Convener-Ms. Sakshi Aneja

Members-

Ms. Prashanika

Mr. Mohit-Clerk

**25. SC/ST/OBC Complaint
& Suggestion Cell**

Convener- Dr. Sabira
Sharma (Skt)

Co-Convener- Ms. Anuradha

Members:

Dr. Sushma

Ms. Lakhvinder

Dr. Anju

Ms. Monika

Dr. Nadia

Ms. Anshul Atreja

26.Grievance Committee

Chairperson- Ms. Sujata
Gupta (Off. Principal)

Members-

Ms. Manju Sharma

Ms. Sangeeta Gorang

Ms. Sanjana Raheja

Ms. Sakshi Aneja

Ms. Madhu

Special Invitee

Ms. Shivani (Student)

