**OFFICE OF THE PRINCIPAL GOVT. COLLEGE FOR WOMEN, RATIA**

**Office Order**

Memo No. GCWR64/20/Dated:

The following Committees have been constituted w.e.f. 01st December, 2020 for the smooth functioning of various activities of the college. All the staff members are hereby directed to note, comply with and proceed accordingly:

1. **COLLEGE COUNCIL:**
	* 1. Hon’ble Dr. Rajesh Mehta-Principal
		2. Asstt. Prof. Paramjeet Sandha
		3. Assoc. Prof. Mahinder Pal
		4. Asstt. Prof. Sarvjeet Singh
		5. Asstt. Prof. Reetu Rani
2. **MENTOR-MENTEES-COMMITTEE**
	* 1. Assoc. Prof. Mahinder Pal (Chief Mentor)
		2. Asstt. Prof. Reetu Rani
		3. Asstt. Prof. Seema Rani
		4. Sh. Surender Kumar
3. **COLLEGE BURSAR:**
	* 1. Asstt. Prof. Sarvjeet Singh
4. **STAFF SECRETARY:**
	* 1. Sh. Surender Kumar
5. **SOCIAL SECRETARY:**
	* 1. Dr. Balkar Singh
		2. Dr. Seema (EVS)
6. **CENTRAL PURCHASE COMMITTEE:**
	* 1. Asstt. Prof. Paramjeet Sandha-Convener
		2. Assoc. Prof. Mahinder Pal
		3. Asstt. Prof. Reetu Rani
		4. Asstt. Prof. Seema Rani
7. **NSS ADVISORY BOARD:**
	* 1. Hon’ble Dr. Rajesh Mehta-Chief Patron
		2. Asstt. Prof. Paramjeet Sandha
		3. Assoc. Prof. Mahinder Pal
8. **NSS COMMITTEE:**
	* 1. Asstt. Prof. Seema Rani – P.O. (Unit-I)
		2. Dr. Sain Kumar-Member
		3. Dr. Seema (EVS)-Member
		4. Asstt. Prof. Jasbir – P.O. (Unit-II)
		5. Dr. Balkar Singh-Member
		6. Ms. Bindu Rani-Member
		7. Sh. Jitender Singh-Clerk
9. **WOMEN CELL:**
	* 1. Asstt. Prof. Reetu Rani- Incharge
		2. Asstt. Prof. Seema Rani
		3. Sh. Surender Kumar
		4. Dr. Seema (EVS)
		5. Ms. Jyoti Rani
10. **SPORTS BOARD/COMMITTEE:**
	* 1. Hon’ble Dr. Rajesh Mehta-Chief Patron
		2. Asstt. Prof. Paramjeet Sandha-Convener
		3. Assoc. Prof. Mahinder Pal
		4. Asstt. Prof. Sarvjeet Singh
		5. Asstt. Prof. Seema Rani
		6. Asstt. Prof. Kuldeep Singh
		7. Asstt. Prof. Priyanka Mehra
		8. Dr. Balkar Singh
		9. Dr. Sain Kumar
		10. Dr. Seema (EVS)
11. **CULTURAL BOARD/COMMITTEE :**
	* 1. Assoc. Prof. Mahinder Pal– Convener
		2. Asstt. Prof. Paramjeet Sandha
		3. Asstt. Prof. Reetu Rani
		4. Asstt. Prof. Seema Rani
		5. Asstt. Prof. Priyanka Mehra
		6. Sh. Surender Kumar
		7. Dr. Swati
		8. Ms. Bindu Rani
12. **COMMITTEE FOR UNIVERSITY AFFAIRS & INTERNAL ASSESSMENT:**
	* 1. Asstt. Prof. Sarvjeet Singh – Convener
		2. Sh. Surender Kumar (All B.A. Classes)
		3. Ms. Bindu Rani (All B.Com Classes)
		4. Sh. Sanjay Kumar-Clerk
13. **COMMITTEE FOR WELFARE OF SC/BC/BPL/MERIT & OTHER SCHOLARSHIP :**
	* 1. Asstt. Prof. Jasbir (Incharge-SC)
		2. Ms. Jyoti Rani (SC Scholarship)
		3. Dr. Sain Kumar (Incharge-BC & Merit Scholarship)
		4. Sh. Ashok Kumar (BC & Merit Scholarship)
		5. Sh. Sanjay Kumar-Clerk (SC,BC & Merit Scholarship)
14. **LIBRARY COMMITTEE :**
	* 1. Asstt. Prof. Kuldeep Singh- Convener
		2. Asstt. Prof. Priyanka Mehra
		3. Dr. Balkar Singh
		4. Dr. Sain Kumar
		5. Ms. Amandeep Kaur (Restorer)
15. **TOUR COMMITTEE:**
	* 1. Asstt. Prof. Paramjeet Sandha- Convener
		2. Asstt. Prof. Reetu Rani
		3. Asstt. Prof. Seema Rani
		4. Asstt. Prof. Jasbir
		5. Asstt. Prof. Priyanka Mehra
		6. Dr. Balkar Singh
		7. Dr. Sain Kumar
16. **TIME TABLE & WORK LOAD COMMITTEE**
	* 1. Asstt. Prof. Sarvjeet Singh- Convener
		2. Asstt. Prof. Reetu Rani
		3. Asstt. Prof. Priyanka Mehra
		4. Sh. Surender Kumar
17. **ALL INDIA SURVEY ON HIGHER EDUCATION & UNIVERSTIY AFFILIATION:**
	* 1. Asstt. Prof. Paramjeet Sandha- Convener
		2. Asstt. Prof. Sarvjeet Singh
		3. Asstt. Prof. Kuldeep Singh
		4. Sh. Surender Kumar
		5. Sh. Sanjay Kumar
18. **COMMITTEE ON ECO-CLUB & COLLEGE BEAUTIFICATION:**
	* 1. Asstt. Prof. Paramjeet Sandha – Convener
		2. Asstt. Prof. Jasbir
		3. Asstt. Prof. Priyanka Mehra
		4. Dr. Balkar Singh
		5. Dr. Sain Kumar
		6. Dr. Swati
		7. Ms. Bindu Rani
		8. Dr. Sajjan Singh
		9. Dr. Seema (EVS)
19. **COMMITTEE ON RTI:**
	* 1. Asstt. Prof. Paramjeet Sandha - SPIO
		2. Dr. Seema (EVS)
		3. Sh. Jitender Singh
20. **ROAD SAFETY AWARENESS COMMITTEE:**
	* 1. Dr. Sajjan Singh- Convener
		2. Dr. Balkar Singh
		3. Dr. Swati
21. **YOUTH RED CROSS & COLLEGE DISPENSARY COMMITTEE:**
	* 1. Ms. Bindu Rani-Convener
		2. Dr. Seema (EVS)
		3. Ms. Jyoti Rani
22. **PRINTING COMMITTEE:**
	* 1. Asstt. Prof. Jasbir– Convener
		2. Asstt. Prof. Sarvjeet Singh
		3. Dr. Swati
		4. Sh. Sanjay Kumar
23. **STATIONARY COMMITTEE:**
	* 1. Asstt. Prof. Kuldeep Singh– Convener
		2. Asstt. Prof. Seema Rani
		3. Sh. Jitender Singh
24. **COMMITTEE FOR LEGAL LITERACY CELL:**
	* 1. Assoc. Prof. Mahinder Pal-Convener
		2. Asstt. Prof. Priyanka Mehra
		3. Dr. Swati
		4. Ms. Bindu Rani
		5. Sh. Jitender Singh
25. **COMMITTEE FOR COURT CASES:**
	* 1. Assoc. Prof. Mahinder Pal-Convener
		2. Asstt. Prof. Jasbir
		3. Dr. Sajjan Singh
		4. Dr. Seema (EVS)
		5. Sh. Sanjay Kumar
26. **COMMITTEE FOR ANTI RAGING & PREVENTION OF SEXUAL HARASSMENT :**
	* 1. Hon’ble Dr. Rajesh Mehta-Chief Patron
		2. Asstt. Prof. Reetu Rani
		3. Asstt. Prof. Seema Rani
		4. Asstt. Prof. Priyanka Mehra
		5. Dr. Swati
		6. Ms. Mukta Sharma
		7. Ms. Jyoti Rani
27. **COMMITTEE FOR VOTER ELECTORAL ROLL :**
	* 1. Asstt. Prof. Jasbir-Convener
		2. Ms. Bindu Rani
		3. Dr. Sajjan Singh
		4. Sh. Sanjay Kumar
28. **COMMITTEE FOR COLLEGE CANTEEN & REFRESHMENT COMMITTEE :**
	* 1. Asstt. Prof. Jasbir- Convener
		2. Asstt. Prof. Seema Rani
		3. Dr. Sajjan Singh
		4. Dr. Seema (EVS)
29. **WATER MANAGEMENT/MANTAINCE OF TUBEWALS & WATER TANKS COMMITTEE:**
	* 1. Assoc. Prof. Mahinder Pal – Convener
		2. Dr. Balkar Singh
		3. Dr. Sain Kumar
		4. Sh. Sanjay Kumar
30. **ELECTRICITY MANAGEMENT COMMITTEE:**
	* 1. Asstt. Prof. Kuldeep Singh – Convener
		2. Dr. Swati
		3. Dr. Sajjan Singh
		4. Sh. Sukhpal Singh (Gen. Set Operator)
31. **COMMITTEE FOR UGC / NAAC & IQAC :**
	* 1. Hon’ble Dr. Rajesh Mehta-Chief Patron
		2. Asstt. Prof. Paramjeet Sandha- Convener
		3. Assoc. Prof. Mahinder Pal
		4. Asstt. Prof. Reetu Rani
		5. Asstt. Prof. Seema Rani
		6. Asstt. Prof. Kuldeep Singh
		7. Asstt. Prof. Jasbir
		8. Asstt. Prof. Priyanka Mehra
		9. Sh. Surender Kumar
		10. Dr. Seema (EVS)
		11. Sh. Jitender Singh
32. **BUILDING /REPAIRS/DILAPIDATION/PWD B&R, PUBLIC HEALTH COMMITTEE:**
	* 1. Assoc. Prof. Mahinder Pal- Convener
		2. Asstt. Prof. Sarvjeet Singh
		3. Asstt. Prof. Jasbir
		4. Dr. Sain Kumar
		5. Dr. Sajjan Singh
33. **BUS PASS, CYCLE & SCOOTY STAND COMMITTEE:**
	* 1. Dr. Sain Kumar- Convener
		2. Dr. Balkar Singh
		3. Sh. Ashok Kumar
34. **LECTURE SHORTAGE, SUBJECT CHANGE & ABSENTEES COMMITTEE:**
	* 1. Asstt. Prof. Sarvjeet Singh-Convener
		2. Asstt. Prof. Reetu Rani (All B.COM Classes)
		3. Sh. Surender Kumar(All B.A. Classes)
		4. Sh. Sanjay Kumar
35. **EARN WHILE YOU LEARN:**
	* 1. Assoc. Prof. Mahinder Pal- Convener
		2. Asstt. Prof. Seema Rani
		3. Sh. Surender Kumar
		4. Dr. Balkar Singh
		5. Dr. Swati
		6. Sh. Jitender Singh

**36. DISCIPLINE COMMITTEE:**

* + 1. Asstt. Prof. Kuldeep Singh – Convener
		2. Asstt. Prof. Priyanka Mehra
		3. Dr. Balkar Singh
		4. Ms. Bindu Rani
		5. Dr. Sajjan Singh
		6. Ms. Mukta Sharma
		7. Ms. Jyoti Rani

**37. SECURITY/SMART CLASS ROOM/NETWORKING/CCTV COMMITTEE:**

1. Asstt. Prof. Paramjeet Sandha – Convener
2. Asstt. Prof. Priyanka Mehra
3. Dr. Balkar Singh
4. Dr. Sajjan Singh
5. Ms. Jyoti Rani

 **38. TENT /SOUND SYSTEM & SITTING ARRANGEMENT COMMITTEE:**

1. Assoc. Prof. Mahinder Pal- Convener
2. Asstt. Prof. Jasbir
3. Asstt. Prof. Priyanka Mehra
4. Dr. Balkar Singh
5. Dr. Swati
6. Sh. Jitender Singh

**39. REGISTRATION RETURN COMMITTEE:**

* + 1. Asstt. Prof. Reetu Rani-Convener
		2. Sh. Surender Kumar
		3. Dr. Sain Kumar
		4. Dr. Swati
		5. Sh. Sanjay Kumar

**40. LANGUAGE LAB COMMITTEE:**

1. Asstt. Prof. Seema Rani - Convener
2. Asstt. Prof. Kuldeep Singh
3. Asstt. Prof. Priyanka Mehra
4. Sh. Surender Kumar
5. Dr. Sain Kumar
6. Ms. Mukta Sharma

**41. COMMITTEE FOR RECOMMENDING REFRESHER/ORIENTATION COURSE :**

* + 1. Asstt. Prof. Sarvjeet Singh- Convener
		2. Asstt. Prof. Jasbir
		3. Sh. Jitender Singh

**42. CAREER GUIDANCE & PLACEMENT CELL COMMITTEE :**

1. Asstt. Prof. Jasbir – Convener
2. Dr. Seema (EVS)
3. Ms. Amandeep Kaur

**43. ONLINE ACR AND RESULT VERIFICATION COMMITTEE :**

1. Asstt. Prof. Kuldeep Singh– Convener
2. Asstt. Prof. Jasbir
3. Sh. Jitender Singh

**44. AADHAAR ENABLED BIO-METRIC ATTENDANCE SYSTEM COMMITTEE :**

1. Asstt. Prof. Kuldeep Singh– Convener
2. Asstt. Prof. Jasbir
3. Sh. Jitender Singh

**45. CAMPUS CLEANLINESS/ MANTAINCE OF WASH ROOMS COMMITTEE :**

1. Dr. Balkar Singh – Convener
2. Ms. Bindu Rani
3. Dr. Sajjan Singh
4. Dr. Seema (EVS)
5. Mrs. Jyoti Rani
6. Sh. Sanjay Kumar

**46. DECORATION COMMITTEE :**

1. Asstt. Prof. Priyanka Mehra– Convener
2. Dr. Swati
3. Ms. Bindu Rani
4. Dr. Seema (EVS)
5. Ms. Jyoti Rani

**47. TELECOM., Jio WI-FI MAINTENANCE COMMITTEE :**

1. Asstt. Prof. Kuldeep Singh – Convener
2. Asstt. Prof. Jasbir
3. Dr. Balkar Singh
4. Sh. Jitender Singh

**48. INCOME TAX/ TDS COLLECTION VERIFICATION COMMITTEE :**

1. Asstt. Prof. Sarvjeet Singh–Convener
2. Asstt. Prof. Reetu Rani
3. Asstt. Prof. Kuldeep Singh
4. Asstt. Prof. Jasbir
5. Mrs. Bindu Rani
6. Sh. Jitender Singh

**49. DGHE WEB-PORTALUPLOADING/ COLLEGE WEBSITE MAINTENANCE/GEM/       MIS/HRMS/LMS COMMITTEE :**

1. Asstt. Prof. Kuldeep Singh–Convener
2. Sh. Surender Kumar
3. Ms. Mukta Sharma
4. Ms. Jyoti Rani
5. Sh. Sanjay Kumar

**50. COMMITTEE FOR EXTENSION LECTURERS:**

1. Asstt. Prof. Sarvjeet Singh– Convener
2. Asstt. Prof. Reetu Rani
3. Asstt. Prof. Seema Rani

**51. COMMITTEE FOR OUTSOURSING EMPLOYEES :**

1. Asstt. Prof. Reetu Rani-Convener
2. Asstt. Prof. Jasbir
3. Dr. Sain Kumar
4. Sh. Jitender Singh

**52. COMMITTEE FOR I.T.I. APPRENTICE:**

1. Ms. Mukta Sharma- Nodal Officer
2. Asstt. Prof. Kuldeep Singh
3. Sh. Surender Kumar
4. Ms. Bindu Rani

**53. REDRESSAL OF GRIEVANCES CELL COMMITTEE :**

1. Assoc. Prof. Mahinder Pal–Convener
2. Asstt. Prof. Reetu Rani
3. Dr. Balkar Singh
4. Dr. Sain Kumar

**54. STUDENT COUNCIL ELECTION COMMITTEE :**

* + 1. Hon’ble Dr. Rajesh Mehta-Returning Officer
		2. Asstt. Prof. Paramjeet Sandha-Overall Election Incharge
		3. Asstt. Prof. Sarvjeet Singh-Election Observer
		4. Asstt. Prof. Reetu Rani-Election Convener
		5. Asstt. Prof. Seema Rani-Election Co-convener

**55. OFFICE MANTAINCE COMMITTEE :**

1. Asstt. Prof. Kuldeep Singh–Convener
2. Asstt. Prof. Sarvjeet Singh
3. Sh. Sanjay Kumar
4. Sh. Bantu

**56. COLLEGE PROPERTY COMMITTEE :**

* + 1. Asstt. Prof. Jasbir – Convener
		2. Dr. Swati
		3. Dr. Sajjan Singh
		4. Sh. Sanjay Kumar
		5. Sh. Sohan Lal

 **57. PASSPORT CELL COMMITTEE :**

1. Sh. Kuldeep Singh- Nodal Officer
2. Dr. Balkar Singh
3. Dr. Swati
4. Sh. Sanjay Kumar

**58. MAGAZINE COMMITTE :**

1. Asstt. Prof. Jasbir-Convener
2. Sh. Surender Kumar
3. Dr. Balkar Singh
4. Dr. Sain Kumar
5. Dr. Sajjan Singh
6. Ms. Amandeep Kaur

**59. PANDEMIC PURCHASE COMMITTEE :**

1. Asstt. Prof. Kuldeep Singh – Convener
2. Asstt. Prof. Jasbir
3. Dr. Balkar Singh
4. Dr. Seema (EVS)

**60. ONLINE CLASSES COMMITTEE :**

1. Asstt. Prof. Kuldeep Singh – Convener
2. Sh. Surender Kumar
3. Dr. Seema (EVS)
4. Ms. Jyoti Rani

**61. LEARNER DRIVING LICENSE COMMITTEE:**

1. Asstt. Prof. Jasbir – Nodal Officer
2. Dr. Balkar Singh
3. Dr. Sain Kumar

**62. E-OFFICE COMMITTEE :**

1. Asstt. Prof. Kuldeep Singh– Convener
2. Dr. Seema (EVS)
3. Sh. Jitender Singh

**63. COMMITTEE FOR RECORDING STUDIO AND DEVELOPMENT E-CONTENT       PREPRATION:**

1. Asstt. Prof. Seema Rani– Convener
2. Sh. Surender Kumar
3. Dr. Swati
4. Dr. Seema (EVS)
5. Ms. Mukta Sharma

**PRINCIPAL**