

KALINDI COLLEGE

STAFF COUNCIL COMMITTEES FORMED IN 2010 ONWARDS

(REVISED FOR THE ACADEMIC SESSION 2018-19)

1. **Academic Committee:-**

- i) Dr. Anjula Bansal
- ii) All Teachers-Incharge of various departments shall be the member

2. **Development Committee:-**

- i) Principal (Chair) (Dr. Anula Maurya)
- ii) Bursar (Dr. Divya Verma)
- iii) Secretary Staff Council
- iv) Convenor, Sports Committee (Ms. Neelam Bareja)
- v) Senior member of teaching staff (Dr. Rachna Kumar)
- vi) President Staff Association
- vii) Member, Purchase Committee (Dr. Vandana Gupta)
- viii) Librarian
- ix) Admn. Officer
- x) S.O Admn.
- xi) S.O. Accounts

3. **Prospectus Committee:-**

- i) Convenor- Ms. Monica Zutshi
- ii) Co-Convenor –Dr. Shanuja Beri, Dr. Alka Chaturvedi
- iii) Co-Convenor for English Version:- Dr. Chaity Das
- iv) Co-Convenor for Hindi Version:- Ms. Rekha Meena
- v) Academic Committee Convenor:- Dr. Anjula Bansal
- vi) Admission Convenor:- Chemistry + Computer Science Department
- vii) Union Advisor: - Dr. Harvinder Kaur / Ms. Alka
- viii) Commerce Representative – Ms. Shweta Raj
- ix) Science Representative – Dr. Renu Bala
- x) For English to Hindi Translation – Hindi Department
- xi) Dr. Pankaj Kumar – B.Voc
- xii) Dr. Utpal Kumar – B.A. (Prog.) Committee
- xiii) Ms. Kavita Sangari – Attendance Committee
- xiv) Dr. Punam Sachdeva – Proctorial Board
- xv) Dr. Pushpa Bindal – Internal Complaints Committee
- xvi) Dr. Shilpika Bali Mehta – Orientation Programme
- xvii) Ms. Karnika Gaur Taneja – Librarian
- xviii) Dr. Nivedita Giri – NCWEB
- xix) Dr. Manju Sharma – Prize Committee

xx) Dr. Ruchi Tyagi – IQAC Co-ordinator

xxi) Mr. Amit Gupta – SOL

- Prospectus committee was extended on the request of the Convenor _ Ms. Monica Zutshi

4. **Admission Committee**- As per staff council resolution the admission Committee will be constituted alphabetically every year. In the Academic year 2018-19, Department of Computer Science & Chemistry will conduct the admissions.

5. Orientation Committee:-

- Dr. Shilpika Bali Mehta, Convenor
- Ms. Shalini Sharma, Co-Convenor
- All Teachers-Incharge of various departments

6. Time-Table Committee:-

- Dr. Anjali Gupta, Convenor for Commerce & Arts courses
- Ms. Anju Rattan, Co-Convenor for Commerce & Arts courses
- Dr. Divya Verma, Convenor for Science Courses (Convenors for Science courses shall be made as per alphabetical order on circulation basis).
- Dr. Manisha Arora Pandit, Co-Convenor for Science Courses
- Dr. Punam Tyagi, Convenor for Sections

7. Attendance Committee

- Ms. Kavita Sangari, Convenor
- Dr. Punam Tyagi, Co-Convenor
- Ms. Anshu Chotani
- Dr. Sudesh Bhardwaj
- Dr. Manisha Arora Pandit

8. Internal Assessment Committee: -

- Current Teacher-in-Charge
- Ex-Teacher-Incharge
- Senior most member of each department

9. Monitoring Committee:-

- Principal (Chair)
- Dr. Pushpa Bindal
- Dr. Punam Sachdeva
- Dr. Meena Charanda

10. B.A. Programme Committee:-

- Dr. Utpal Kumar, Convenor
- Dr. Vinita Meena, Co-Convenor
- Dr. Sunita – Political Science
- Dr. Rini Pundir – History
- Dr. Punam Tyagi - Economics
- Ms. Anshu Chotani - Mathematics
- Ms. Shalini Sharma – Computer Science
- Ms. Rekha Meena - Hindi
- Dr. Nisha Goel - Sanskrit
- Ms. Monica Zutshi - English
- Ms. Renu Gupta - Music

11. Work-Load Committee:-

- i) Dr. Harvinder Kaur - Convenor
- ii) Dr. Pushpa Bindal
- iii) Dr. Meena Charanda
- iv) Dr. Seema Sahdev
- v) Ms. Anita Verma
- vi) Dr. Varsha

12. Sports Committee:-

- i) Ms. Neelam Bareja (Convenor)
- ii) Dr. Seema Gupta
- iii) Dr. Punita Verma
- iv) Dr. Meena Charanda
- v) Dr. Garima Prakash
- vi) Ms. Gunajn Verma
- vii) Dr. Anjali Bansal
- viii) Ms. Anshu Chotani
- ix) Dr. Sunita
- x) Dr. Ranjana Roy Mishra

13. Annual & Home Examination:- As per staff council resolution the Annual & Home Examination shall be conducted by the departments alphabetically in reverse order every year. In the Academic Session 2018-19, Chemistry & Computer Science Department will conduct the Semester/Annual/Home Examinations

14. Library Committee: -

- i) Dr. Sangita Dhal, Convenor
- ii) Ms. Karnika Gaur Taneja
- iii) Ms. Seema Sahdev
- iv) Ms. Anita Verma
- v) Dr. Sudha Gulati
- vi) Dr. Punam Tyagi
- vii) Dr. Harvinder Kaur
- viii) Ms. Shalini Sharma
- ix) All Department In-Charges are ex-officio members of the extended Library Committee

15. College Provident Fund Committee:-

- i) Dr. Anjula Bansal, Convenor
- ii) Bursar
- iii) Rep. Teaching Staff –Ms. Punam Sachdeva
- iv) Rep. Non-Teaching Staff – Mr. Vikas Sharma

16. Purchase Committee:-

- i) Bursar
- ii) Dr. Vandana Gupta
- iii) Dr. Rachna Kumar
- iv) Dr. Shilpika Bali Mehta
- v) Dr. Harvinder Kaur
- vi) Dr. Varsha Singh
- vii) Dr. Anjani Kumar
- viii) Dr. Tarkeshwar

17. Verification Committee:-

| S.No. | Name of the Teacher | Department | Physical Verification to be done |
|-------|---|---|--------------------------------------|
| 1. | 1. Dr. Kanchan Batra 2. Dr. Sudha Gulati 3. Dr. Shanuja Beri | Zoology Physics Zoology | Chemistry & Botany Deptt. |
| 2. | 1. Dr. Aprajita Gaur 2. Dr. P.P. Saini 3. Dr. Deepak Yadav | Chemistry Zoology Political Science | Physics, Geography |
| 3. | 1. Dr. Sudesh Bhardwaj 2. Dr. Anita Tagore 3. Dr. Nisha Goyal | Botany Political Science Sanskrit | Computer Science, Zoology |
| 4. | 1. Ms. Punam Sachdeva 2. Dr. Utpal Kumar 3. Ms. Shweta Raj | Commerce Political Science Commerce | Office/ Admn. |
| 5. | 1. Dr. Sangita Dhal 2. Ms. Anita Verma 3. Dr. Sanavar Soham | Political Science Commerce Botany | Cyber Center, Library, Journalism |
| 6. | 1. Ms. Anshu Chotani 2. Dr. Anjali Bansal 3. Dr. Punam Tyagi | Mathematics Economics Economics | B.Voc & Non-science projects |

18. Medical Bills Supervisory Committee:-

- i) Ms. Charu Khanna, Convenor
- ii) Dr. Punam Sachdeva, Co-Convenor
- iii) Visiting Doctor, Dr. Raj Shree Lal

19. Fee Concession and Scholarship/ Students' Welfare Committee:-

- i) Dr. Meena Charanda, Convenor
- ii) Ms. Karnika Gaur Taneja, Co-Convenor
- iii) Mr. Nitin Malhotra
- iv) Dr. Kalpana Kumari
- v) Ms. Sonia Kamboj

20. Proctorial Board / Disciplinary Committee:-

- i) Ms. Punam Sachdeva, Convenor
- ii) Dr. Monica Bassi – Co-Convenor
- iii) Dr. Varsha Singh
- iv) Dr. Rini Pundir
- v) Dr. Garima Prakash
- vi) Dr. Punita Verma
- vii) Dr. Anita Tagore
- viii) Dr. Sanavar Soham
- ix) Ms. Alka Rani
- x) Dr. Manju Lata
- xi) Ms. Gunjan Verma

21. Students' Union Advisory Committee:-

- i) Dr. Harvinder Kaur, Convenor
- ii) Ms. Alka Rani, Co-Convenor
- iii) Ms. Seema Sahdev
- iv) Ms. Manju Sharma
- v) Dr. Sunita

- vi) Dr. Monica Bassi
- vii) Dr. Meena Charanda
- viii) Ms. Renu Gupta
- ix) Dr. Shanuja Beri
- x) Ms. Manila Narzary

22. Canteen Committee:-

- i) Ms. Kavita Sangari, Convenor
- ii) Dr. Monica Bassi, Co-Convenor
- iii) Dr. Vandana K Rani
- iv) Dr. Sangita Dhal
- v) Dr. Anjali Bansal
- vi) Dr. Punam Taygi
- vii) Dr. Sanavar Soham
- viii) Dr. Pankaj Kumar
- ix) Dr. Nivedita Giri
- x) Dr. Deepak Yadav

23. Garden Committee:-

- i) Dr. Anjoo Sharma Convenor
- ii) Dr. Sanavar Soham, Co-Convenor
- iii) Dr. Arunjit Singh
- iv) Ms. Manju Sharma
- v) Dr. Ranjana Roy Mishra
- vi) Dr. Manisha Arora Pandit
- vii) Ms. Shweta Raj

24. NSS Committee:-

- i) Ms. Sonia Kamboj, NSS Programme Officer
- ii) Dr. Garima Prakash, Convenor
- iii) Ms. Mohini Srivastava
- iv) Dr. Sudesh Bhardwaj
- v) Ms. Shweta Raj
- vi) Mr. Utpal Kumar

25. Gandhi Study Circle:-

- i) Dr. Garima Prakash, Convenor
- ii) Dr. Kanchan Batra, Co-Convenor
- iii) Dr. Punam Tyagi
- iv) Dr. Sudha Gulati
- v) Dr. Nisha Bakshi
- vi) Dr. Alka Chaturvedi

26. Magazine Committee:-

- i) Ms. Monica Zutshi, Convenor
- ii) Dr. Nisha Goel, Co-Convenor
- iii) Ms. Monica Zutshi (for English)
- iv) Dr. Manju Sharma (for Hindi)
- v) Dr. Kalpana Kumari (for Science)

27. Women Development Centre / Counseling Committee:-

- i) Dr. Anita tagore, Convenor
- ii) Ms. Vandana Rani, Co-Convenor

- iii) Dr. Punita Verma
- iv) Dr. Varsha Singh
- v) Dr. Shanuja Beri
- vi) Dr. Alka Chaturvedi

28. Internal Complaints Committee (ICC):-

- i) Dr. Pushpa Bindal, Presiding Officer
- ii) Dr. Pankaj
- iii) Dr. Harvinder Kaur
- iv) 1 NGO
- v) Ms. Bhawna Munjal
- vi) Mr. Praveen Babloo
- vii) 3 Students

29. Wall Magazine:-

- i) Dr. Chaity Das (Convenor)
- ii) Dr. Garima Prakash
- iii) Dr. Sudesh Bhardwaj

30. NCC:-

- i) Ms. Manila Narzary

31. Yearly Academic Journal:-

- i) Dr. Punita Verma

32. Placement Carrier / Counseling Committee: -

- i) Ms. Indu Chaudhary, Convenor
- ii) Dr. Pankaj Kumar, Co-Convenor
- iii) Ms. Punam Sachdeva
- iv) Dr. Vandana Gupta
- v) Dr. Rakhee Chauhan
- vi) Dr. Sudesh Bhardwaj

33. Extracurricular Activities Club:-

- i) **Debating Society-** Dr. Chaity Das (English), Dr. Mohini Srivastava (Hindi)
- ii) **Brain Twister / Strom-** Dr. Punita Verma
- iii) **Dramatic Society-**Ms. Rekha Meena / Ms. Indu Chaudhary
- iv) **Tarang-** Ms. Renu Gupta
- v) **Nupur-** Ms. Kavita Sangari
- vi) **Sanskrit Srishti –** Dr. Nisha Goel
- vii) **Society for creative skills**
 - a. Ad-Mag Show – Dr. Anjali Gupta
 - b. Tickle your funny bone- Dr. Kanchan Batra
 - c. Dumbs Charade – Ms. Karnika Gaur
 - d. Sanskrit Tarangini – Dr. Nisha Goel
 - e. Just A Minute – Dr. Aprajita Gaur
 - f. Katha Kahani – Ms. Nidhi Kapoor
 - g. Kavya Srishti – Ms. Monica Zutshi (English), Dr. Manju Sharma (Hindi)

viii) Fine Arts Club

- a. Collage Making – Dr. Renu Bala
- b. Face Painting & Tatto making- Ms. Charu Kahnna
- c. Jewelry Designing – Dr. Naina Hasija
- d. Mehendi Club – Dr. Seema Gupta

- e. Poster Making – Dr. Punam Tyagi
- f. Rangoli – Dr. Monica Bassi
- ix) **Eco Club** – Dr. Seema Sahdev
- x) **Fitness Centre** – Ms. Sudha Pandey & Dr. Sunita Sharma

34. Add-on-Courses Committee:-

1. Dr. Nidhi Kapoor – Convenor
2. Ms. Charu Khanna – Chinese
3. Dr. Seema Sahdev – Travel & Tourism
4. Dr. Chaity Das – Communication Skills & Personality Development
5. Dr. Sunita – Eilm & TV Production, Direction
6. Dr. Nivedita Giri – Photojournalism
7. Ms. Sonia Kamboj – French
8. Dr. Nisha Bakshi
9. Dr. Deepak Yadav
10. Ms. Gunjan Verma
11. Dr. Alka Chaturvedi

35. Cultural Committee Lehren:-

- i) Ms. Nidhi Arora, Convenor
- ii) Dr. Harvinder Kaur / Ms. Alka(Co-Convenor)

(to make their own team)

36. Space Infrastructure Management Committee:-

- i) Dr. Anjula Bansal, Convenor
- ii) Ms. Mohini Srivastava, Co-Convenor
- iii) Dr. Rachna Kumar
- iv) Ms. Karnika Gaur
- v) Dr. Seema Sahdev
- vi) Dr. Meena Charanda

37. Alumni Club Committee:-

- i) Dr. Sudha Gulati, Convenor
- ii) Ms. Neelam Bareja, Co-Convenor

38. Computer Lab Committee:-

- i) Dr. Vandana Gupta, Convenor
- ii) Ms. Shalini Sharma
- iii) Ms. Nidhi Arora

39. Lab Development / Equipment Committee:-

- i) Dr. Rachna Kumar, Convenor
- ii) Dr. Aprajita Gaur
- iii) Dr. Seema Sahdev
- iv) Dr. Renu Bala
- v) Dr. Ranjana Roy Mishra

40. Anti-Tobacco Committee:-

- i) Dr. Punam Tyagi, Convenor
- ii) Dr. Punita Verma
- iii) Dr. Seema Gupta

41. Equal Opportunity Cell:-

- i) D. Anjani Kumar (Convenor)
- ii) Dr. Sudesh Bhardwaj (Co-Convenor)
- iii) Dr. Aprajita Gaur
- iv) Dr. Kalpana Kumari
- v) Dr. P.P. Saini
- vi) Dr. Vinita Meena
- vii) Dr. Deshraj
- viii) Mr. Nitin Malhotra

42. Sangam Parisar Committee:-

- i) Dr. Anjula Bansal , Convenor
- ii) Ms. Neelam Bareja, Co-Convenor
- iii) Ms. Charu Khanna
- iv) Dr. Tarkeshwar
- v) Ms. Vandana Rani

43. Administrative Reforms Committee:-

- i) Dr. Pushpa Bindal, Convenor
- ii) Dr. Anjoo Sharma, Co-Convenor
- iii) Dr. Pankaj Kumar
- iv) Dr. Divya Verma – Bursar

44. Academic Society:-

- i) Dr. Punita Verma, Convenor
- ii) Dr. Chaity Das
- iii) Dr. Anita Tagore

(All Teachers-In-Charge)

45. Seminars and Conferences Committee:-

- i) Dr. Anjali Bansal, Convenor
- ii) Dr. Sunita, Co-Convenor
- iii) Dr. Punita Verma (member added additionally)