

OFFICE ORDER
R.K.S.D. (PG) COLLEGE, KAITHAL
UPDATED STAFF COMMITTEES FOR THE SESSION 2019-20 W.E.F. 19-08-2019

1. ADVISORY COUNCIL:

- | | |
|---|---|
| a. Dr. O.P. Garg (Member- Secretary) | g. Dr. A.K. Narula |
| b. Dr. Satyabir Mehla | h. Dr. Sushil Gupta |
| c. Dr. C. B. Saini | i. Dr. Geeta Goyal |
| d. Dr. (Ms) Luxmi Mor | j. Dr. R.P. Moun |
| e. Dr. Rajbir Parashar | k. Dr. Harinder Gupta (Special Invitee) |
| f. Dr. (Ms) Seema Gupta | |

2. HOSPITALITY COMMITTEE:

- | | |
|---|--------------------------|
| a. Mr. Vishal Anand (Convener) | d. Ms Pooja Gupta |
| b. Dr. (Ms) Vinay Singhal | e. Mr. Manoj Kumar(Math) |
| c. Mr. Kapil Jain | f. Ms. Richa Langyan |

3. ARTS AND HUMANITIES COMMITTEE:

- | | |
|---|-----------------------|
| a. Dr. (Ms) Luxmi Mor (Convener) | d. Mr. Shri Om |
| b. Dr. Geeta Goyal | e. Dr. Vikas Bhardwaj |
| c. Dr. R. P. Moun | f. Dr. Rakesh Mittal |

4. COMMERCE COMMITTEE:

- a. Mr. Ajay Sharma (**Convener**)
- b. Dr. Virender Goyal
- c. Ms Pooja Gupta

5. SCIENCE COMMITTEE:

- | | |
|---|--------------------------|
| a. Dr. (Ms) Shilpy Aggarwal (Convener) | c. Mr. Rajesh Singh |
| b. Dr. Sushil Gupta | d. Dr. (Ms) Alisha Goyal |

6. COLLEGE BEAUTIFICATION AND FLORICULTURE COMMITTEE:

- | | |
|---|----------------------|
| a. Dr. Sushil Gupta (Convener) | d. Dr. Rakesh Mittal |
| b. Dr. A.K. Narula | e. Ms Richa Langyan |
| c. Dr. V. P. Goyal | |

7. STAFFROOM MAINTENANCE COMMITTEE:

- a. Dr. (Ms) Vinay Singhal (**Convener**)
- b. Dr. Suruchi Sharma
- c. Dr. Bijender Kumar
- d. Dr. Ashok Kumar Attri

8. EXAMINATION COMMITTEE:

- a. Mr. Shri Om (**Convener**)
- b. Dr. Rajinder Singh
- c. Dr. (Ms) Shilpy Aggarwal
- d. Mr. Rajesh Singh
- e. Mr. Ajay Sharma

9. CONSTRUCTION COMMITTEE:

- a. Dr. Gagan Mittal (**Convener**)
- b. Dr. A.K. Narula
- c. Dr Vikas Bhardwaj
- d. Dr. Gurdeep Bhola
- e. Dr. Sanjay Garg

10. PURCHASE COMMITTEE:

- a. Dr. A.K. Narula (**Convener**)
- b. Dr S S Mehla
- c. Mr. Ajay Sharma
- d. Dr. Suraj Walia

11. WASTE MATERIAL DISPOSAL COMMITTEE

- a. Dr. Rakesh Mittal (**Convener**)
- b. Dr. Rajinder Singh
- c. Dr. Ashok Kumar
- d. Dr. Sanjay Garg
- e. Mr. Jaibir Dhariwal

12. CAREER GUIDANCE & PLACEMENT COMMITTEE:

- a. Mr. Naresh Garg (**Convener**)
- b. Dr. Rjender Singh
- c. Dr. (Ms) Shilpy Aggarwal
- d. Dr. V.P. Goyal
- e. Ms. Rachana Sardana
- f. Dr. Ashok Kumar Attri
- g. Dr. Virender Pal Goyal
- h. Mr. Kapil Jain

13. EWYL COMMITTEE:

- a. Dr. O.P. Saini (**Convener**)
- b. Ms. Anjali
- c. Mr. Raghbir Singh

14. CANTEEN COMMITTEE (Boys):

- a. Mr. Vishal Anand (Convener)
- b. Dr. Rajinder Singh
- c. Dr. Bijender Kumar
- d. Dr. Suraj Walia
- e. Mr. Rajesh Singh
- f. Mr. Labh Singh

15. CANTEEN COMMITTEE (Girls):

- a. Dr. (Ms) Suruchi Sharma
(**Convener**)
- b. Dr. (Ms) Shilpi Aggarwal
- c. Ms. Rachna Sardana
- d. Ms Pooja Gupta
- e. Ms. Mamta Sharma
- f. Ms. Shiwani Gupta

16. SEATING ARRANGEMENT COMMITTEE:

- a. Mr. Rajesh Singh (**Convener**)
- b. Dr. Gurdeep Bhola
- c. Dr. Bijender Kumar
- d. Dr. Rakesh Mittal
- e. Mr. Raghbir Singh
- f. Mr. Jagbir Singh (Pol. Sc.)
- g. Mr. Mandeep Mor (Geo)
- h. Mr. Mohit Gaur

17. STAGE DECORATION AND BANNER:

- a. Dr. Suruchi Sharma (**Convener**)
- b. Dr. Vinay Singhal

- c. Dr. Alisha Goyal
- d. Dr. Suraj Walia
- e. Ms. Manisha Singla (Comm)
- f. Ms. Babita Garg (Comm.)
- g. Ms. Rozy Jindal

18. PRO & PUBLICITY:

- a. Dr. S.P. Verma (Chief Public Relation Officer)

Newspapers and Electronic Media:

- a. Dr. Ashok Attri (PRO)
- b. Ms Rachna Sardana

College Facebook Page and Twitter handle: i. Dr. Ashok Attri ii. Dr. Vikas Bhardwaj

College Website Updating & Maintenance:

- a. Dr. Suraj Walia (Convener)
- b. Dr. Geeta Goyal
- c. Mr. Jaidev Sharma

19. UGC COMMITTEE:

- a. Dr. Surender Singh (**Convener**)
- b. Dr. C. B. Saini
- c. Dr. (Ms) Seema Gupta
- d. Dr. Gagan Mittal
- e. Mr. Naresh Garg

20. LIBRARY COMMITTEE:

- a. Dr. Satyabir Mehla (**Convener**)
- b. Dr. Rajbir Parashar
- c. Dr. R. P. Moun
- d. Dr. Sushil Gupta
- e. Mr. Shri Om
- f. Dr. Shilpy Aggarwal
- g. Mr. Kapil Jain
- h. Mr. Sanjay Garg

21. PRIZE COMMITTEE:

- a. Dr. Ashok Kumar (**Convener**)
- b. Dr. (Ms) Manjula Goel (**Co-convener**)
- c. Dr. (Ms) Vinay Singhal
- d. Ms Preeti Bansal
- e. Dr. Rakesh Mittal
- f. Ms Anjali Kurra
- g. Mr. Rajesh Singh
- h. Mr. Raghbir Singh

22. GIRLS COMMON ROOM COMMITTEE:

- a. Ms Rachana Sardana (**Convener**)
- b. Dr. (Ms) Manjula Goel
- c. Dr. Suruchi Sharma
- d. Ms. Babita Garg (Comm.)
- e. Ms. Shaina Khanijo (Phy.)
- f. Ms. Sunita Rani (Hindi)

23. GIRLS DISCIPLINE COMMITTEE:

- a. Ms Anjali Kurra (**Convener**)
- b. Dr. (Ms.)Laxmi Mor
- c. Dr. (Ms) Manjula Goyal
- d. Dr. (Ms) Alisha Goyal
- e. Ms. Neha Singla (Math)
- f. Ms. Nidhi Bansal (Comm)

24. COLLEGE MAGAZINE—PUBLISHING AND PRINTING:

- a. Dr. Gagan Mittal (**Editor-in-Chief**)
- b. Dr. (Ms) Suruchi Sharma (**Deputy Chief-Editor**)

c. Ms. Pooja Gupta (Deputy Chief-Editor)

25. PROSPECTUS COMMITTEE / INFORMATION BROUCHER:

- | | |
|------------------------------------|---------------------|
| a. Dr. (Ms) Seema Gupta (Convener) | c. Mr. Vishal Anand |
| b. Ms Rachna Sardana | d. Mr. Naresh Garg |

26. PHOTOGRAPHY AND VIDEOGRAPHY CLUB:

- | | |
|-------------------------------|-----------------------|
| a. Mr. Ajay Sharma (Convener) | c. Ms. Pooja Kaushik |
| b. Ms Pooja Gupta | d. Ms. Archana Tiwari |

27. WOMEN CELL:

- | | |
|-------------------------------------|----------------------------|
| a. Dr. (Ms) Manjula Goel (Convener) | e. Ms Pooja Gupta |
| b. Dr. (Ms) Luxmi Mor | f. Ms. Richa Langyan |
| c. Dr. (Ms) Suruchi Sharma | g. Dr. Alisha Goyal |
| d. Ms Rachna Sardana | h. Dr. Varsha Devi (Hindi) |

28. Men's Cell

- | | |
|----------------------------------|---------------------------------|
| a. Dr. Rajinder Singh (Convener) | d. Dr. Bijender Singh |
| b. Dr. C. B. Saini | e. Dr. Sarad Gaur (Hindi) |
| c. Mr. Ajay Sharma | f. Mr. Parveen Kumar (Pol. Sc.) |

29. LEGAL LITERACY CELL:

- | | |
|-------------------------------|-----------------------------|
| a. Dr. Suraj Walia (Convener) | d. Ms. Jyoti Sardana (Chem) |
| b. Mr. Vishal Anand | e. Dr. Deepshikha (Hindi) |
| c. Mr. Naresh Garg | f. Mr. Rajesh Garg (Comm.) |

30. STUDENT WELFARE COMMITTEE:

- | | |
|-------------------------------|-----------------------|
| a. Dr. C. B. Saini (Convener) | d. Dr. Surender Singh |
| b. Dr. A. K. Narula | e. Dr. Sanjay Garg |
| c. Dr. Virender Pal Goyal | f. Mr. Vishal Anand |

31. DISCIPLINE COMMITTEE FOR COLLEGE FUNCTIONS/EVENTS

- | | |
|-------------------------------|-----------------------------------|
| 1. Dr. R.P. Maun | 13. Sh. Labh Singh (Math) |
| 2. Sh. Ajay Sharma | 14. Sh. Vishal Goyal (Comm.) |
| 3. Dr. Gurdeep Bhola | 15. Mr. Anoop Kumar (Phy. Edu.) |
| 4. Mr. Ragbir Lamba | 16. Mr. Deepak Kumar (Phy. Edu.) |
| 5. Mr. Naresh Garg | 17. Mr. Pranjal Thereja (English) |
| 6. Dr. Bijender Kumar | 18. Mr. Devi Lal (Pol. Sc.) |
| 7. Dr. Rakesh Mittal | 19. Mr. Surender Kumar (Hist.) |
| 8. Dr. Sharad Gaur (Hindi) | 20. Mr. Parveen Kumar (Pol. Sc.) |
| 9. Sh. Sanjeev Kumar (Hindi) | 21. Dr. Umesh Kumar (Pol. Sc.) |
| 10. Sh. Rajesh Garg (Comm.) | 22. Sh. Jagbir Singh (Pol. Sc.) |
| 11. Sh. Bijender Garg (Comm.) | 23. Mr. Mohit Gaur |
| 12. Mr. Manoj Kumar (Math) | 24. Mr. Mandeep Mor |

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|-------------------------------------|---------------------------------|
| 25. Ms. Sarita (Botany) | 35. Ms. Monika moun (Comp. Sc.) |
| 26. Dr. Meenakshi Sheokand (Botany) | 36. Ms. Manju Mittal (Phy.) |
| 27. Ms. Babita Garg (Comm.) | 37. Ms. Shivi Kalra (Phy.) |
| 28. Ms. Nikhar Thareja (Comm.) | 38. Ms. Jyoti Sardana (Chem.) |
| 29. Ms. Shashi Rani (Comm.) | 39. Ms. Sunita Rani (Hindi) |
| 30. Ms. Rakhi (Math) | 40. Ms. Seenu Singla (Punjabi) |
| 31. Ms. Rozy Jindal (Math) | 41. Ms. Deepika (Phy. Edu.) |
| 32. Ms. Shivani Gupta | 42. Mr. Sanjeev Kumar |
| 33. Ms. Chakshu Mittal (Comp. Sc.) | 43. Ms. Renu Garg (Chem.) |
| 34. Ms. Priyanka Gandhi (Comp. Sc.) | 44. Ms. Pooja Goe (Zoology) |

45. DISCIPLINE COMMITTEE:

Chief Proctor: Dr. S.S. Mehla

a. Proctor: PG Block - Library

- i. Dr. C. B. Saini
- ii. Dr. Rajbir Prashar
- iii. Dr. Seema Gupta

b. Proctor: Science Block

- i. Dr. Ashok Kumar
- ii. Mr. Rajesh Singh
- iii. Dr. Alisha Goyal

c. Proctor: Play Ground, College Lawns

- i. Dr. O.P. Saini
- ii. Dr. Gurdeep Bhola
- iii. Mr. Anoop Kumar (Phy. Edu.)

d. Proctor: Tagore Bhawan

- i. Dr. Suruchi Sharma
- ii. Dr. Rakesh Mittal
- iii. Mr. Raghbir Singh
- iv. Mr. Surender Kumar (History)

e. Proctor: Commerce Block

- i. Mr. Ajay Sharma
- ii. Ms. Rachna Sardana
- iii. Mr. Kapil Jain

f. Proctor: Girls Canteen & Parking

- i. Dr. Geeta Goyal
- ii. Ms. Preeti Bansal
- iii. Ms. Anjali

g. Proctor: Evening Session Block & Boys Canteen

- i. Dr. Harinder Gupta
- ii. Mr. Manoj Bansal
- iii. Ms. Sanyogita Sharma

46. AUDIO VISUAL, FILM & IT COMMITTEE:

- | | |
|-------------------------------------|---------------------|
| a. Dr. (Ms) Alisha Goyal (Convener) | d. Mr. Manu Nirwani |
| b. Dr. S.P Verma | e. Mr. Balwan Saini |
| c. Mr. Jaidev Sharma | f. Mr. Ritu Mutreja |

47. ANTI-CORRUPTION CELL:

- | | |
|----------------------------|--------------------|
| a. Dr. R P Moun (Convener) | c. Dr. O.P. Saini |
| b. Dr. Rajbir Parashar | d. Dr. Ashok Kumar |

e. Dr. Sanjay Garg

48. GRIEVANCE CELL (ACCOUNTS/FINANCE AND CAS):

- | | |
|---|-----------------------|
| a. Dr. Vikas Bhardwaj (Convener) | c. Dr. Surender Singh |
| b. Dr. Bijender Singh | d. Dr. S. P. Verma |

49. TIME TABLE COMMITTEE:

- | | |
|--|---------------------------------------|
| a. Mr. Jaibir Dhariwal (Convener) | c. Dr. Surender Singh (Arts) |
| b. Dr. Gagan Mittal (Science) | d. Ms Pooja Gupta (Commerce) |

50. ANTI RAGGING COMMITTEE:

- | | |
|---|---------------------|
| a. Dr. Gurdeep Bhola (Convener for Boys) | c. Dr. O. P. Saini |
| b. Mr. Shri Om | d. Dr. Ashok Kumar |
| a. Dr. (Ms.)Laxmi Mor (Convener for Girls) | c. Dr. Alisha Goyal |
| b. Dr. Suruchi Sharma | d. Ms Anjali Kurra |

51. SC/ST COMMITTEE:

- | | |
|---|-----------------------|
| a. Dr Rajinder Budgular (Convener) | c. Dr. Bijender Singh |
| b. Dr. (Ms) Shilpy Aggarwal | |

52. MINORITY CELL:

- | | |
|--|----------------------|
| a. Mr. Kapil Jain
(Convener-cum-Nodal Officer) | c. Ms. Richa Langyan |
| b. Dr. Ashok Kumar | d. Ms. Seenu Singla |

53. CO-CURRICULAR/CULTURAL ACTIVITIES (STAGE ITEMS):

- | | |
|---|--|
| a. Dr. Rajinder Singh (Overall in charge) | c. Dr. (Ms) Vinay Singhal & Mr. Kapil Jain
(Finance & Logistics) |
| b. Dr. Ashok Atri & Mr. Jaibir Dhariwal
(Co-Conveners) | |

54. CULTURAL ACTIVITIES (LITERARY ITEMS AND FINE ARTS):

- | | |
|----------------------|-------------------------------------|
| a. Dr. Vinay Singhal | (Convener- Literary Items) |
| b. Ms Richa Langyan | (Convener- Fine Arts) |

55. ADMISSION COMMITTEE (Overall incharge)

- | | |
|--|---------------------|
| a. Dr. A.K Narula (Convener) | e. Mr. Manu Nirwani |
| b. Dr. Gagan Mittal (Co-Convener) | f. Mr. Vishal Gupta |
| c. Dr. Suraj Walia (Nodal Officer) | g. Mr. Amit Gupta |
| d. Mr. Jaidev Sharma | |

56. IQAC (INTERNAL QUALITY ASSURANCE CELL)

- | | |
|---|---------------------------|
| a. Dr. (Ms) Seema Gupta (Convener) | e. Dr. Virender Pal Goyal |
| b. Dr. Rajbir Parashar | f. Dr. Surender Singh |
| c. Dr. Gagan Mittal | g. Dr. Anil Jindal |
| d. Dr. Shilpy Aggarwal | |

57. ALUMNI ENROLMENT COMMITTEE:

- | | |
|--|----------------------|
| a. Dr. Sanjay Garg (Convener) | e. Dr. Rakesh Mittal |
| b. Dr. A. K. Narula | f. Mr. Naresh Garg |
| c. Dr. Shilpy Aggarwal | g. Dr. S.P. Verma |
| d. Mr. Jaibir Dhariwal | |

58. ENTREPRENEUR**DEVELOPMENT****CLUB:**

- | | |
|---|--------------------------|
| a. Dr. Virender Pal Goyal (Convener) | c. Ms. Rachna Sardana |
| b. Dr. Alisha Goyal | d. Dr. (Ms) Alisha Goyal |

59. ECO**CLUB:**

- | | |
|-------------------------------|------------------------------|
| a. Dr. Ashok Attri (Convener) | e. Ms. Pooja Goyal (Zoology) |
| b. Dr. Sushil Gupta | f. Mr. Kapil Jain |
| c. Dr. (Ms) Suruchi Sharma | g. Ms. Archana Tiwari (Eng) |
| d. Mr. Jaibir Dhariwal | |

60. NSS IN-CHARGES:

- | | |
|------------------------------|-----------------------------------|
| a. Ms Pooja Gupta (Unit I) | c. Mr. Jaivir Dhariwal (Unit-III) |
| b. Dr. S. P. Verma (Unit II) | |

61. NCC OFFICERS

- | | |
|-----------------|----------------------|
| a. Dr. R P Maun | b. Mr. Raghbir Singh |
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62. BURSAR

- a. Dr. Satyabir Mehla

63. NODAL OFFICER for NPS (NEW PENSION SCHEME):

- a. Dr. Virander Pal Goyal

64. NODAL OFFICER (Red Cross Society)

- a. Ms Pooja Gupta (NSS Unit I)

65. NODAL OFFICER (Red Ribbon Society)

- a. Dr. S. P. Verma (NSS Unit III)

66. COMMITTEE AGAINST SEXUAL HARASSMENT

- | | |
|---|---------------------|
| a. Dr. (Ms.)Laxmi Mor (Convener) | d. Dr. Manjula Goel |
| b. Dr. Geeta Goyal | e. Dr. O. P. Saini |
| c. Dr. Rajbir Parashar | |

67. SPORTS AND GAMES:

- | | |
|---|--|
| a. Dr. Gurdeep Bhola (Overall In-charge) | f. Kabaddi (M) : Mr. Shri Om |
| b. Kho Kho (M) : Dr. Satyabir Mehla | g. Kabaddi (W) : Dr. (Ms) Alisha Goyal |
| c. Kho kho (W) : Ms Pooja Gupta | h. Boxing : Dr. Rajbir Parashar |
| d. Cricket : Dr. C. B. Saini | i. Wrestling (M) : Dr. Ramphal Maun |
| e. Cricket (W) : Ms Rachna Sardana | j. Chess : Dr. Vikas Bhardwaj |

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|---|--------------------------------------|
| k. Wrestling (W) : Dr. (Ms) Manjula Goyal | r. Ball Badminton : Dr. A. K. Narula |
| l. Football : Dr. Ashok Kumar | s. Netball : Dr. Virender Pal Goyal |
| m. Judo : Dr. Gagan Mittal | t. Korfball : Dr. Ashok Kumar Attri |
| n. Volleyball : Dr. Sanjay Garg | u. Swimming : Mr. Rajesh Singh |
| o. Handball : Mr. Jaibir Dhariwal | v. Athletics : Dr. Suraj Walia |
| p. Basketball : Mr. Naresh Garg | w. Taekwondo : Mr. Kapil Jain |
| q. Badminton : Mr. Raghbir Lamba | |

68. NAAC COORDINATION COMMITTEE

- | | |
|-----------------------------------|---------------------|
| a. Dr. Rajbir Parashar (Convener) | c. Dr. A. K. Narula |
| b. Dr. Seema Gupta | d. Dr. Gagan Mittal |

69. Information Officer Under RTI Act

- | | |
|----------------------------|----------------------|
| a. Mr. Vishal Anand (SPIO) | b. Mr Jaidev (ASPIO) |
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Dr. O.P. Garg and Dr. S.S. Mehla will assist the Principal in the overall administration of the college.

Dated: 19-08-2019

(Mr. Shri Om)
Secretary
Staff Council

(Dr. S.K. Goyal)
Principal