

## C.M.P. Degree College, Prayagraj

(A Constituent P.G. College of Allahabad University)

M.G. Marg, Allahabad- 211002

Ref No. [MP/723/2023

Date: 11/07/2023

## OFFICE ORDER

## Following Committees have been formed for the Session 2023-24. The conveners are requested to please hold discussion/deliberations with their committee members and formulate action plan accordingly.

S.No	Name of the Committee	Activities	Convener	Co-Convener	Members
1.	Academic Planning & Evaluation Committee	<ul> <li>To plan and monitor all the administrative and academic activities of the College</li> <li>To Formulate short term and long-term Plan of the college</li> <li>To Implement those plans through various committees</li> <li>To Evaluate relevance of running courses and prepare learning/course outcome through departments</li> <li>To conceive and get approval of new courses from the University</li> </ul>	Dr. Bhupendra Kumar	Dr. Saroj Singh Dr. Archana Srivastava Dr Neeta Sinha Dr S P Singh Dr Sunanda Das	All the conveners of Department, Proctor, Coordinator Students Welfare, Co-ordinator IQAC
2.	Academic Programme Committee	<ul> <li>Arranging teaching requirements for successful completion of academic programs of the college and supervising the same periodically to ensure that classes are organized smoothly</li> <li>To arrange bridge classes on self-training basis, whenever necessary</li> <li>To Co-ordinate for the conducting the remedial classes for weaker students</li> <li>To ensure that classes are being held as per time-table.</li> </ul>	Dr. Abha Singh	Dr S. K.Mishra(Commerce) Dr. Santosh Kr. Srivastava (Law)	Dr. Ravindra Pratap Singh Dr Tej Bahadur Kannaujia Dr Dilip Kr. Singh Dr Ritu Raghuvanshi Dr. Monika Singh Dr Padma Aparajita Parija Sri Tushar Srivastava Dr Ajay Kumar Yadav

APCL PRINCEA

3	Admission Committee UG	<ul> <li>To frame the admission guidelines of the College keeping in mind the admission guidelines of University of Allahabad</li> <li>To monitor the complete online admission process</li> <li>All work related with UG admissions</li> </ul>	Dr Neeta Sinha	Dr. Satyamvada Singh	Dr Archana Srivastava Dr. Abha Tripathi Dr Kirti Raje Singh Dr Vinay Kr Singh Dr Amita Pandey Dr Vijay Laxmi Saxena Dr Avinash Chandra Dr Gaurav Patel Dr Anjani Kumar Sri Ashutosh Mishra Mrs. Renu Singh
4.	Admission Committee PG	<ul> <li>To frame the admission guidelines of the College keeping in mind the admission guidelines of University of Allahabad</li> <li>To monitor the complete online admission process</li> <li>All work related with PG admission</li> </ul>	Dr. Bhupesh Kumar Tripathi	Dr. Mridula Tripathi	Dr Saroj Singh Dr Bhavna Chauhan Dr RBL Srivastava Dr Ajay Pratap Singh Dr. Akhilesh Kumar Yadav Dr Ashish Mishra Dr Satyendra Kumar Dr Ashok Kumar Dr Neeti Agrawal Saran Sri Ashutosh Mishra
5.	Coordinator, Students Welfare	<ul> <li>To promote student welfare activities in the College</li> <li>Forwarding authority for Promotion certificates, Degree forms, bonafide certificates and Scholarship forms</li> <li>Assistance in sports quota admissions</li> <li>Forwarding authority for Govt./ University and Student welfare schemes</li> <li>All work related to post-Matric and other scholarships</li> </ul>	Dr. Sanjay Singh	Dr. Bhupesh Tripathi	Dr Avinash Chandra Dr. Vijay Laxmi Saxena Dr Anant Jeliyang Dr Deepti Samantray Dr. Renu Chaudhary Dr Manish Kumar Singh Dr. Haripratap Bhaskar Dr. Surya Prakash Dr. Kiran Verma Dr. Neeraj Kumar Singh Dr Tej Bahadur Kannaujia Dr. Raj Kumar Singh Dr. Deepti Vishnu Dr Shanoo Tiwari Sri R D Kishor Ms. Sonika Singh Mrs. Anjalika
					Dr. Amit Mishra

APCL BEGREE PRINCE AL

6.	Proctorial Board	<ul> <li>To issue Identity Cards of the students</li> <li>To monitor tests and exams.</li> <li>To maintain discipline in the College;</li> <li>To ensure that College rules are understood and followed</li> <li>To keep an eye on the general moral behaviour of the students.</li> <li>To ensure safety of the students within the campus</li> <li>To suggest the names of the suitable students who can be members of Discipline Committee</li> <li>To display rules and regulations</li> <li>To check Identity Card</li> <li>To inform about the untoward incidents to Principal</li> <li>To forward the names of the students involved in indisciplinary act to the Principal through Disciplinary Board and to keep a record of them.</li> <li>To provide an opportunity of hearing to students involved in an act of indiscipline</li> </ul>	Dr. Archana Tripathi	Dr. Rajat Kumar Srivastava Dr. Deenanath Dr Ajay Pratap Singh	Dr. Ajeet Kumar Singh Dr. Archana Raje Dr Chandan Kumar Dr Vijay Bahadur Dr. Tanya Roy Dr. Priya Soni Khare Dr. Rachna Dr. Nilesh Kumar Rai Dr. Nafees Ahmad Dr. Hemlata Pant Dr. Munindra Shukla Dr Sanjay Kumar Pandey Dr. Akram Ali Dr. Ruchika Chaudhary Dr. Ashok K. Ranjan Dr. Nandini Raizada Smt. Renu Singh Dr Akhilesh Yadav Dr. Amit Mishra Mr. Gaurav Patel Dr B D Pandey Dr Padma A Parija Dr Anjani Kumar Dr Sarika Sushil
7.	Examination Committee	<ul> <li>To Plan and Conduct all the exams of the University</li> <li>To formulate a policy regarding various examination of other bodies</li> </ul>	Bhupendra Bajaj	Dr Saroj Singh Dr Archana Srivastava	Dr Manish Sinha Dr Satyamvada Singh Dr S P Singh Dr Abha Tripathi Dr Santosh Kr. Srivastava Dr Shiv Shankar Singh Dr Abha Singh
8.	Anti-Ragging Cell	<ul> <li>To sensitise and make students aware about the menace of ragging and various provisions against it.</li> <li>To take frequent and regular rounds to avert ragging</li> <li>To recommend action against the students involved in ragging</li> <li>To do all correspondence related to ragging</li> </ul>	Dr. Santosh Kr. Srivastava	Dr. Ajay Pratap Singh Dr RBL Srivastava	Dr. Archana Tripathi Dr. Hari Pratap Bhaskar Dr. Renu Chaudhary Dr Satyendra kumar Mr. Ashok Kumar Dr. Pratibha K.S. Dikshit Dr Purnendu Mishra Dr R D Kishor Dr Anant Singh Jeliyang

	Committee (Anti- Sexual harassment and gender sensitization related work)	talks, workshops, debates, showing films and documentaries etc.     about anti sexual harassment and gender sensitization     To facilitate a gender – sensitive environment enabling women	Dr. Saroj Singh	Dr. Ruchika Verma	Dr. Charu Tripathi Dr. Avinash Chandra Mrs. Sonal Khare Dr. Himani Chaurasia Dr. Sudhi Srivastava Dr. Satyendra Kumar Dr. Dharmendra Kr Sahu Dr. Sanoo Tiwari Dr Akram Ali Dr Ashok Kumar Patel Dr Sapna Maurya
10.	Sports Committee	<ul> <li>To promote physical activities in the campus</li> <li>To organize inter college/ intra college sports activities.</li> <li>To purchase and maintain sports equipment and other facilities for students</li> <li>To look after various sports ground</li> </ul>	Dr. Bhupesh Tripathi	Dr Amit Singh Dr Neeraj Kumar	Dr. Akhilesh Yadav Dr Renu Chaudhary Sri Tushar Srivastava Dr Padma Aparajita Dr Shashibala Dr Avinash Pratap Singh Dr Chandan Kumar Dr Vijay Bahadur Dr. Sonika Singh Dr. Sarika Sushil Dr. Priya Soni Khare Dr. Dililp Kumar Singh
11.	Capacity Building Committee	to organise various offline/online activities for teaching and non- teaching staff for the enhancement of their capabilities	Dr. Meena Rai	Dr. Arti Gupta	Dr. A K Shukla Dr Vinita Jaiswal Dr Deepa Srivastava Dr Nidhi Tripathi

1	2. ICT Cell	<ul> <li>To assist in online teaching learning process</li> <li>To assist in Website development of the college</li> <li>To ensure online admissions and submission of fees.</li> <li>To provide ICT services to the college</li> <li>To ensure wi-fi Internet facilities in the campus &amp; bridge the digital gap.</li> </ul>	Dr. Sarita Srivastava	Dr. Govind Gaurav	DR Atul Singh Bharadwaj Dr. Shwetabh Srivastava Dr. Rohit Kumar Dr Himani Chaurasia Dr. Priya Soni Khare Dr. Bireshwar Pandey Mr. Ashutosh Mishra Dr.Khushboo Agrawal Mr. Tushar Srivastava
13	IQAC	<ul> <li>To organize meetings of IQAC</li> <li>To prepare Annual Quality Assurance Report and submit to NAAC and University</li> <li>AISHE, NIRF.related work</li> <li>To organize meetings of CAS</li> <li>To form sub-committee/committees for effective functioning of the main committee if required</li> <li>To collect feedback from the students, staff and parents and analyse the feedback for better results and academic upliftment</li> <li>To introduce and ensure practices that promote and sustain quality culture in the college</li> <li>To undertake quality-related research studies, consultancy and training programmes</li> <li>To conduct Students Satisfaction Survey</li> </ul>	Dr. Sarita Srivastava	Dr Nandini Raizada Dr Sarika Sushil Dr Shwetabh Srivastava Dr Priya Soni Khare	Dr. Sangeeta Singh(AQAR) Dr. Sudhi Srivastava (AQAR) Dr. Jitendra Kumar (AISHE) Dr. A K Tiwari (NIRF)
14.	Library Committee	<ul> <li>Advise and review library policies for instruction, resources, services, and the facility.</li> <li>Ensure library services, especially for the benefit of students and teachers</li> </ul>	Dr Archana Srivastava	Dr Gyan Prakash Dr. Anil Srivastava Dr Ritu Raghuvanshi	Dr Bhanu Prakash Tripathi Dr Anuradha Singh Dr. Neeti Agrawal Saran Dr. Manish Kumar Singh Dr Niraj Kumar Singh Dr Avinash Chandra
		<ul> <li>Discuss and evaluate budgetary issues for books, journals, eresources etc.</li> <li>To establish a Learning Resource Centre in the library</li> </ul>			Dr Sarika Sushil Dr. Kiran Verma Dr Gaurav Patel Mrs Anjalika Mrs Renu Singh
15.	PG Committee	<ul> <li>To monitor and supervise timely completion of classes and examination work of PG students.</li> <li>To provide all necessary assistance to PG Student and act as a link between students, college and university</li> </ul>	Dr. Mridula Tripathi	Dr.Ritesh Tripathi	Dr Anurag Shukla Dr Vijay Pratap Singh Dr Ramesh Kumar Singh Dr Tej Bahadur Kannaujia Dr Atul Singh Bharadwaj Dr Uttara Singh

		To assist all academic and examination related issues of PG students			Mrs. Anjalika Dr Padma Aparajita Dr Ranjeet Kumar
	16. Project/Research Committee	<ul> <li>To promote research activities and publication of research papers by students and faculty members</li> <li>To organize lectures on research methodology and other faculty development programme.</li> <li>To start a multi-disciplinary research journal with ISSN Number</li> <li>To identify thrust areas of research &amp; form cluster group of researchers</li> <li>Collaborate with Industry, Research Organisation &amp; other Colleges</li> <li>Identification of Research Funding Agencies &amp; extend guidance lor preparation and submission of project proposals</li> <li>Monitoring activities of Incubation Centre</li> <li>To seek proposals from departments/Committees</li> </ul>	Dr. Sunanda Das	Dr Jitendra Kumar	Dr Vijay Pratap Singh Dr. Priya Soni Khare Dr. Jyoti Verma Dr. Yadvendra Singh Dr. Deepa Srivastava Dr Rekha Srivastava Dr. Harishchandra Yadav Dr Dilip Kr. Singh Dr Rachna Dr Ramesh Kumar Bharti Dr Punit Kumar Singh
17.	Establishment Committee	<ul> <li>To lay guidelines for the maintenance of service records of Teaching and non-teaching employees</li> <li>Assist in the fixation of salary and preparation of arrear bills</li> <li>Settlement of various claims of Employees</li> </ul>	Dr. Sanjay Singh	Dr Nafees Ahmad	Dr R C Singh Dr. Ajay Kumar Yadav Dr. Nidhi Tripathi Dr Yashvant Kumar Dr Avinash Chandra Dr Sanjay Kumar Pandey Mr Ajim Uddin Ansari
18.	Recruitment cell	Assist in the recruitment process of teaching and non-teaching staff of the college	Dr Manish Sinha	Dr Rakesh Kumar	Dr A K Tewari Dr Niraj Kumar Singh Dr Nilesh Kumar Dr. Raj Kr. Singh
19.	Career Counselling and Placement Cell	<ul> <li>To provide counselling/ assistance to the students in choosing appropriate career</li> <li>To organize Career/Vocation oriented workshop and Training Programme</li> <li>To invite potential Organization/Companies for Placement</li> <li>Providing updated information regarding various choices of subject, courses offered by the college and the current career trends.</li> </ul>	Dr Ruchika Verma	Dr Bireshwar Pandey	Dr. Khushboo Agarwal Dr. Pranay Kr. Biswas Dr. Purnendu Mishra Mr. Gaurav Patel Dr Sharmila Srivastava Dr Archana Raje



20.	College Building Committee	To assist in the construction and maintenance of the college building	Dr. Rakesh Kumar	Dr. Nílesh Kumar Rai	Dr. Anil Srivastava Dr. Rakesh Kumar Gautam Dr Ajay Pratap Singh Mr. Shashank Srivastava Dr. Raj Kumar Singh
21.	Plumbing Committee	Maintenance of water supply & other plumbing related works in the college campus	Dr. Ram Chiranjeev	Dr. Vinay Kumar Singh	Dr. B. D. Pandey Dr. Manish Kumar Singh Dr. Yashwant
22.	Electricity Committee	To settle electricity issues of the college	Dr. Anant Jeliyang	Dr. Harish Chandra Yadav	Dr. Manoj Kumar Jaiswal Dr Raj Kumar Singh Dr. Praveen Tripathi Dr Ajay Kumar Sharma
23.	Wood Work Committee	Maintenance of wood work in the college	Dr. Alok Kumar Singh	Dr Yadvendra Singh	Dr Tej Bahadur Kannaujiya Dr Rakesh Kumar Gautam Mr Tushar Srivastava
24.	Campus Beautification Committee	<ul> <li>Maintenance of neat &amp; clean campus in the college</li> <li>Putting up Notice Board,</li> <li>Putting up directional signage in the campus</li> <li>To work in coordination with Green Youth Brigade/ Garden Committee</li> </ul>	Dr. Satyamvada Singh	Dr. Deepak Kumar Gond Dr. Shashi Bala Dr Amit Singh	Dr. Pawan Kumar Yadav Dr. Munindra Kumar Shukla Dr Chandan Kumar Dr Anjani Kumar Dr Vishal Srivastava Dr Manoj Jaiswal Dr Satya Prakash Srivastava Mrs Sonal Khare Dr Akhilesh Kumar Yadav All the NSS Coordinators
25.	Canteen Committee	<ul> <li>All matters related to Canteen management</li> <li>To ensure quality and hygienic food and water supply in college</li> <li>To fix the rates of food items in consultation with Canteen Manager</li> <li>Required assistance shall be provided by the Chief Proctor</li> </ul>	Dr Sangeeta	Dr Dilip Singh	Dr R C Singh Dr Chandan Kumar Dr Shanoo Tiwari Dr B D Pandey Dr Ramesh Kumar Bhartiya
26.	Computer Maintenance Cell	Maintenance of Computers, Printers, Refilling of Toner etc.	<b>Dr</b> . Gyan Prakash	Dr Yashwant Kumar	Dr. Rohit Kumar Mr. Ashutosh Dr Avinash Pratap Singh Dr. Swetabh Srivastava Dr. Yashwant Kumar Mr Tushar Srivastava

27.	Fee & Accounts Committee	:	All matters related to Account Checking To manage and supervise all matters related to fees To supervise maintenance of Fees records To Supervise refunds of Fee/Caution money	Dr. Bhupendra Kumar	Dr. RBL Srivastava	Sri Ashish Srivastava Mr Manoj Kumar Mr Ashutosh Mishra Mr Devansh Kumar
28.	Cultural Committee	•	To organize cultural events in the college.  To promote the spirit of participation among students in cultural programs	Dr. Archana Srivastava	Dr. Rashmi Gupta Dr. Sangeeta	Dr Abha Tripathi Dr Bhavna Chauhan Dr Niraj Kumar Singh Dr. Khushboo Agarwal Dr Neeti Agrawal Saran Mrs Renu Singh Dr. Monika Singh Dr. Ritu Raghuvanshi Dr. Dipti Vishnu Dr Satya Prakash Srivastav Dr Sanjeev Kumar
29.	Founder's Day Committee	•	For the celebration of Founder's Day of the College	Dr. Abha Tripathi	Dr Bhavna Chauhan	All the Convenors
30.	Grievance Redressal Cell	•	To resolve various problems of students of the College	Dr. Anil Kumar Shukla	Dr. Vinita Jaisawal	Dr. Rekha Srivastava Dr. Anuradha Dr. Sanjeev Kumar Dr Nafees Ahmad Dr Ashok Patel
31.	Academic & Admin Audit Committee	•	To conduct internal academic and administrative audit of all the departments	Dr. Rajat Srivastava	Dr. Nandini Raizada	Dr. Mahesh Kumar Maurya Dr Neeti Agrawal Saran Dr Sanjana Gupta Mr Tushar Srivastava Dr Raj Kumar Singh Dr. Ruchika Chaudhary Dr. Neha Pandey
32.	Media Committee	•	To prepare action plan so that the activities of the College may be highlighted in print, electronic and social media  To maintain a day-to-day record of the activities organised by different Committees/ Cells/Clubs  To keep a soft/hard copy of the report prepared for the press release	Dr. Saroj Singh	Dr Govind. Gaurav Dr. Tanya Rai	Dr. Niraj Singh Dr. Jyoti Verma Mrs Renu Singh Dr. Mohammad Ahashan Dr Ritesh Tripathi Dr. Ram Prakash Gupt

He chair

33.	NAAC Committee	<ul> <li>To ensure Periodic assessment and accreditation of college</li> <li>To stimulate the academic environment for promotion of quality in teaching-learning and research.</li> <li>To encourage self-evaluation, accountability, autonomy and innovations in higher education</li> </ul>	Dr. Babita Agarwal	Dr Govind Gaurav Dr Sarita Srivastava	Dr Arun Kumar Verma Dr Rohit Kumar Dr. Vishal Srivastava Dr. Rakesh Kumar Dr Gyan Prakash Dr. Sarika Susheel Dr Ritu Raghuvanshi Dr Deepak Kumar Gond Dr Sangeeta Singh Dr Niraj Kumar Singh Dr Atul Singh Bharadwaj Dr Sudhi Srivastava
34.	Rajbhasha Samiti	To sensitize students towards the importance and heritage of Hindi language	Dr. Saroj Singh	Dr. Abha Tripathi	Dr Deenanath Dr Satya Prakash Srivastava Dr Nafees Ahmad Dr. Khushboo Agrawal
35.	National Service Scheme Committee	<ul> <li>To chalk out time-bound programme &amp; get it approved by the Principal for execution of the approved plan</li> <li>To work in coordination with Campus Beautification committee</li> <li>To organise Blood Donation Camps</li> <li>To initiate extension activities in the nearby- Village areas</li> </ul>	Dr. Rajesh Kumar Yadav		All the unit co-ordinators of NSS Mr Pankaj Kr. Srivastava
36.	Purchase Committee	<ul> <li>To examine &amp; dispose the purchase related files of different departments</li> <li>To guide the departments on matters related to purchase</li> <li>To make recommendation for purchase as per government rules</li> <li>To verify physically the material purchased in the College</li> </ul>	Dr Sunil Kant Mishra	Dr Vishal Srivastava	Dr Raj Kumar Singh Dr Ajay Kumar Dr Ashok Kumar Ranjan Dr Deepti Samantray Dr. Anurag Shukla Dr. Tej Bahadur Kannaujiya Dr Alok Kumar Singh Mrs Renu Singh
37.	Publication Committee	To publish the annual prospectus     To publish college Magazine/Newsletter	Dr. Saroj Singh	Dr. Santosh Kumar Srivastava	Dr. Abha Singh Dr Divya Singh Dr. Bireshwar Pandey Dr. Nafees Ahmed Dr. Charu Tripathi Mr. Tushar Srivastava Mr Ramesh Kumar Bharti Dr. Anuradha Singh



37.	Time Table Committee	<ul> <li>To prepare the time-table of the different courses offered by the college</li> <li>To prepare the Consolidated Class-wise &amp; Room-wise Time tables before the beginning of the Semester</li> <li>To help the departments in sorting out their time-table related problems so that each faculty can give their best</li> </ul>	<b>Dr.</b> Bhavna Chauhan	Dr Babita Agrawal Dr. Sanjay Singh	Dr. Anuradha Singh Mr. Azeem Uddin Ansari Mr. Awdhesh Kr. Tiwari Dr. Zaibunnisa
38.	Store, Equipment & Furniture Committee	All matters related to store, equipment and furniture	Dr Rajendra Srivastav	Dr RBL Srivastava	Dr Rakesh Kumar Gautan Dr Anjani Kumar Dr Sharmila Srivatava Dr Manoj Kumar Jaiswal Shri Subhash Kumar Saroj
39.	UGC/CSIR/DST/DB T/AICTE/HEFA Committee	<ul> <li>To collect information about the various schemes &amp; to identify the schemes which can benefit the College</li> <li>Submission of the proposals to the UGC/AICTE/DBT/HEFA etc. within prescribed time limit &amp; follow up thereafter</li> <li>All other matters related to UGC/ AICTE/DST/DBT/CSIR</li> </ul>	Dr. Rakesh Kumar	Dr Sarita Srivastava	Dr Atul Singh Bharadwaj Dr Charu Tripathi Dr Deepa Srivastava Dr Purnendu Mishra Dr Raj Kumar Singh Dr Rohit Kumar Dr Vishal Srivastava
40.	Verification Committee	Verification of all procurements.	Dr. Rajendra Srivastava	Dr Arun Kumar	Dr. Pravin Kumar Mrs. Sapna Maurya Mr. Rajkumar Singh Dr. Pallavi Rai
41.	Green Campus Committee	<ul> <li>To keep college campus green, neat and clean</li> <li>Create environmental awareness amongst the students, faculty members through lectures, seminars and plantation drives</li> <li>To Coordinate with NSS teams and Campus Beautification committee.</li> </ul>	Dr. Archana Pandey	Dr. Deepak Kumar Gond Dr Sangeeta	Dr. Deepanjali Pandey Dr. Ashish Kumar Mishra Dr. Ram Chiranjeev Dr Alok Kumar Singh Dr Pramod Kumar Dr Harish Chandra Yadav Dr Renu Chaudhary Dr Gaurav Patel Mrs Sonal Khare
42.	SC/ST Cell	Matters related to scholarship and welfare of SC/ST students	Dr. Deenanath	Dr Sangeeta	Dr. Ranjeet Kumar Dr. Vijay Bahadur Dr. Hari Pratap Bhaskar Mr. Subhash Kumar Saro Mr Ramesh Kumar Bhart

43.	Scrap Committee	<ul> <li>It will inspect the material that is proposed to be declared as surplus/obsolete/unserviceable/scrap/empties.</li> <li>It will assess the estimated price of material to be disposed off</li> </ul>	Dr. Rajat Kumar Srivastava	Dr A K Tiwari	Dr. Pramod Kumar Dr Ramesh Kumar Singh Dr Harish Chandra Yadav Dr Manoj Jayaswal Dr Praveen Tripathi
44.	Parent Teacher Association	To maintain the communication between parents, teachers and the students.  To ensure that every department organizes Parent Teacher student meeting at least once a year	Dr. S.P. Singh	Dr. Amita Pandey	Dr.Arti Gupta Dr. Rachna Dr Chandan Kumar Dr. Kirti Raje Singh Dr. Dipti Vishnu Dr. Sapna Maurya Dr. Anita Singh
45.	OBC Cell	Matters related to scholarship and welfare of OBC students	Dr. Shiv Shankar Singh	Dr Dilip Singh	Dr Ajay Kumar Yadav Dr. Dharmendra Kumar Sahu Dr R D Kishor
46.	NCC Committee	All activities related to NCC	Dr Ranjana Tiwari	Mr. Amit Singh	Dr Arun Kumar Dr Akhilesh Kumar Yadav
47.	Legal Aid & Services Clinic	To provide legal services to the students, teachers, employees, and people at large     To organize legal awareness camps and programmes in the college campus and in other relevant areas	Dr. R D Kishor	Mr Ramesh Kumar Bhartí	Dr Ajay Kumar Dr Rakesh K. Gautam Mrs Renu Singh Mr Gaurav Patel Mr Tushar Srivastava Mr. Ramesh Kumar Singh
48.	Legal Cell	All matters related to court cases related to college	Dr. Ajay Pratap Singh	Mr. Gaurav Patel	Dr. Ajay Kumar Dr. Sanjeev Kumar Dr. Purnendu Mishra Dr R D Kishor
49.	СРІО	<ul> <li>To sensitize staff about the importance of RTI Act 2005</li> <li>To provide the reply on the online/offline RTI Applications</li> </ul>	Dr. Pravin Kumar Singh	Mr. Gaurav Patel	Dr. B.D. Pandey Dr Nidhi Tripathi
50.	Alumni Committee	<ul> <li>To update the record of Alumni Association</li> <li>To coordinate with the Alumni Association</li> <li>To organise periodic meetings of the Association</li> <li>To make efforts to strengthen the bond and to exploit the potential of Alumni in the growth and developmental activities of the Institution</li> </ul>	Dr. Rajendra Srivastava	Dr RBL Srivastava Dr Vishal Srivastava	Mrs Sonal Khare Dr Ramesh Bharti Dr Rashmi Gupta Mr. Tushar Srivastava Dr. Tanya Roy

51	Vocational Studies and Skill Development Committee	To sensitize Students and faculty about the need of Vocational studies  To plan and implement vocational courses as per NEP and UGC guidelines	Dr Bireshwar Pandey	Dr Govind Gaurav	Dr Deepak Kumar Gond Dr Jyoti Verma Dr Hemlata Pant Dr Alok Kumar Singh Dr Yashwant Singh Dr Ruchika Verma Dr Pramod kumar Dr Rohit Kumar Dr Ajay Kumar Yadav Dr Sanoo Tiwari Dr Renu Chaudhary Dr Nafees Ahmad Dr Anuradha Mrs Renu Singh Dr. Nidhi Tripathi
52.	Earn While You Learn Committee	<ul> <li>To run awareness campaign among the students about the scheme</li> <li>To provide the financial assistance to students through the scheme</li> <li>To sensitize students about the dignity of work</li> <li>To help the needy students by assigning them college work as per their aptitude</li> </ul>	Dr Satyamvada Singh	Dr Awadhesh Kumar Tiwari	Dr. Mohd Ahashan Dr Archana Raje Dr Anjani Kumar Mrs Renu Singh Dr Rakesh Kumar Gautam Dr Sanjana Gupta Dr. Punil Kr. Singh (Lib)
53.	Centre for Happiness & Wellbeing	<ul> <li>To focus on wellbeing and happiness of staff and students</li> <li>To address the issue of mental health and psychological concerns of students and faculty members</li> </ul>	Dr Mahesh Kumar Maurya	Dr Ranjana Tiwari Dr Sharmila Srivastava	Dr Ruchika Verma Dr Priya Soni Khare Dr Viraj Srivastava Dr Sanoo Tiwari
54.	Disciplinary Board	<ul> <li>To discuss the cases of indiscipline referred to by Proctorial Board</li> <li>To ensure maintenance of discipline and fairness in the college campus</li> </ul>	Dr Neeta Sinha	Dr Satyamvada Singh	Dr Saroj Singh Dr Manish Sinha Dr Shiv Shankar Singh Dr. Deenanath Dr Amit Singh Archana Tripathi (Spl. invitee)
55.	Committee on Persons with Disabilities (PwD)	<ul> <li>To formulate PwD related college policy as per govt guidelines</li> <li>To protect the rights and interests of PwD</li> <li>To create physical facilities in the college for the students and teachers (PwD) for the enhancement of teaching-learning.</li> </ul>	Dr Manju Srivastava	Dr Sapna Maurya	Dr Archana Srivastava Dr Saroj Singh Dr Himani Chaurasia Dr Divya Singh Dr Deepti Samantray

Heckster College

56.	Institute Innovation Cell	<ul> <li>To establish a strong ecosystem of innovation, IPR and entrepreneurship programs for students</li> <li>To prepare the students with skills like critical thinking, design thinking, innovation thought process and entrepreneurial mindset</li> </ul>	Dr. Archana Pandey	Dr Himani Chaurasia Dr. Ruchika Verma Dr. Ritu Raghuvanshi Dr. Sarika Sushil	(As per the notification Reference number – CMP/682/2022 dated 6 <sup>th</sup> September 2022)
57.	SWAYAM / NPTEL	All matters related to local chapter of NPTEL/SWAYAM.	Dr Rohit Kumar	Dr. Ajay Kr. Yadav	Dr. Sarika Sushil Sri Tushar Srivastava Dr. Uttara Singh

## Copy to:-

- 1- All the concerned members of the committee.
- 2- Conveners of the Department.
- 3- Office Supdt.
- 4- In-charge, ICT Cell to upload the same on College website.
- 5- Record Section.

(Prof. Ajay Prakash Rhare)
Principal
PRINCIPAL
PAYAGRAS

