

OFFICE OF THE PRINCIPAL, K. M. GOVT. COLLEGE, NARWANA (JIND)

List of Committees for Session 2019-2020

Order No. 1354

Dated: 30/09/2019

The following committees have been constituted for the smooth functioning of the college during the session 2019-2020. The below listed duties will come into force with immediate effect. All concerned are requested to takeover and handover the charges immediately. The conveners/ in-charges of various activities shall note down the names of faculty members associated with them. They are requested to call fresh quotations immediately if not done before for the work to be undertaken by them.

Sr. No.	Name of Committee	Name of the Lecturer	Signature
1	College Council	Principal (Chair Person)	
		Sh. Dalbir Singh	
		Sh. Shish Pal	
		Sh. Krishan Kumar	Tru
		Sh. Raghubir Singh	pu
		Dr. Meenu Singh	Meenu Singh
		Sh. Surender	
2	State Public Information Officer ASPIO	Dr. Dalbir Singh	
3	Chief Mentor & Proctor	Sh. Dalbir Singh	Tru
		Sh. Shish Pal	
		Sh. Krishan Kumar	
4	College Bursar	Sh. Naresh Kumar	
5	Staff Secretary	Sh. Lal Singh	
6	Social Secretary	Sh. Ram Bhagat	K. Kamaljeet
		Mrs. Kamaljeet	
In Charge Funds			
7	Youth welfare fund	Sh. Ram bhagat (Convener)	Tru
		Ms. Madhu	
		Mrs. Pooja Gupta	
8	Dilapidation Fund	Sh. Parminder (Convener)	Tru
		Sh. Sunil Bhardwaj	
		Ms. Kanika Sikri	Tru
		Ms. Mukesh Kumari	Mukesh

9	Lapsed Security	Sh. Jai Pal s(Convener)	
		Mrs. Nirmala Sharma	
		Ms. Anupma <i>Ans Anupama</i>	<i>Normal Jataw</i>
		Ms. Kusum	
		Ms. Subhash Chander (Lib)	
10	Health fund, Red Cross Fund & First Aid Committee	Sh. Jaipal (Convener)	
		Ms. Kirti	<i>Kirti</i>
		Sh. Rakesh	
		Ms. Mukesh	
		Sh. Manjeet	
11	UGC Grants	Sh. Shish Pal <i>Adviser</i>	
		Sh. Lal Singh (<i>Convener</i>)	
		Sh. Sunil Kumar	
		Sh. Rajiv Chahal	
		Sh. Rajesh Sheokand	<i>Rajesh</i>
12	SAF	Dr. Rohtash Nain (Convener)	
		Ms. Anupama	<i>Jataw</i>
	RK Fund	Ms. Usha Sharma	<i>Jataw</i>
		Sh. Sunil Kumar	
	Physics Fund	Ms. Pooja	
	Chemistry Fund	Sh. Jai Pal (Chem.)	
	Zoology Fund	Mrs. Kirti	<i>Kirti</i>
	Botany Fund	Mrs. Kirti	<i>Kirti</i>
	Commerce Fund Computer Fund	Ms. Usha Sharina Sh. Mohit	<i>Jataw</i>
	<i>Tourisem fund</i> Geography Fund	<i>Smt Kamaljeet</i> Sh. Dalbir Singh	<i>Praveen</i>
13	Building Fund Building Construction Committee	Sh. Subhash Sharma (Convener)	
		Sh. Dalbir Singh	
		Sh. Krishan Kumar	<i>Inc</i>

		Sh. Raghubir Singh	Dr
		Sh. Surender Kumar	
		Sh. Lal Singh	
		Sh. Jaipal	
		Sh. Ram Bhagat	
		Ms. Sheela Devi	sheela
		Ms. Kirti	kirti
		Dr. Rohtash Nain	
		Ms. Nirmala Sharma	Nirmala
		Ms. Kanika Devi Sikri	Kanika
		Ms. Meenu Singh (Registrar)	Meenu Singh
14.	House Exam / Environmental Studies / Internal Assessment/ACRs	Ms. Sheela	sheela
		Mrs. Kirti	kirti
		Ms. Usha Sharma	Usha Sharma
		Ms. Kamaljeet	Kamaljeet
		Ms. Ruchika	Ruchika
		Ms. Pooja	Pooja
		Ms. Kusum	Kusum
		Sh. Arvind Kumar	
		Sh. Joginder	Joginder
		Sh. Sourabh	Sourabh
		Ms. Suman	
15	Lecture Shortage, Absentee Slip and Re-admission Monitoring Committee	Sh. Krishan Kumar (Convener)	Dr
		Ms. Usha Sharma	Usha Sharma
		Sh. Ravinder Kumar	
		Sh. Sunil Bhardwaj	
		Ms. Ruchika	Ruchika
		Ms. Mukesh Kumari	
		Ms. Pooja Kansal	
University Work, Registration return and related Attestation work			
16	Public Health, Drinking Water Supply & Maintenance of Water Cooler	Sh. Jaipal Singh	
		Sh. Rakesh	
		Sh. Manjeet	
		Ms. Mukesh	
17	Eco Club	Ms. Kirti (Convener)	kirti

		Sh. Parminder	P. 14/8
		Sh. Rakesh	
		Sh. Sunil Kumar	
		Ms. Ruchika	Ruchika
		Ms. Pooja Kansal	
		Ms. Anuj	
		Ms. Mukesh Kumari	Mukesh
18	Seating, Shamiana & Sound System	Sh. Surender Kumar (Convener)	
		Sh. Rakesh	
		Sh. Rajiv Chahal	
		Sh. Subhash Chander (Sr.Lib)	
19	Refreshment Committee	Dr. Nirmala (Convener)	Nirmala
		Sh. Rakesh	
		Ms. Ruchika	Ruchika
		Ms. Kusum	
20	Bus Passes	Sh. Ravinder	
		Sh. Rinku	
21	Printing work including Prospectus, Annual Report & invitation	Dr. Rohtas Nain	
		Sh. Rakesh	
		Sh. Ravinder	
		Sh. Mohit	
22	College Property		
	Wooden Furniture	Sh. Ravinder	
		Sh. Rinku	
		Ms. Reena	
	Class Room Furniture	Sh. Usha Sharma	Usha
		Sh. Parminder	P. 13/8
		Sh. Rajiv Chahal	
23	Library Advisory & Book Bank Committee	Sh. Subash Sharma	
		Sh. Manjeet Singh	
		Ms Kanika	Kanika
		Sh. Shish Pal (Convener)	
		Ms. Meenu Singh	Meenu
		Sh. Naresh Kumar	
		Ms. Sheela	Sheela
		Ms. Nirmala Sharma	Nirmala

		Ms. Kirti	Kirti
		Sh. Subhash Chander (Lib)	
24	SC/BC students and Scholarship	Sh. Shish Pal (Nodal Officer-SC Students) Sh. Sunil Bhardwaj (Convener)	
		Ms. Kamaljeet Sh. Rinku	Shew.
		Sh. Surender (Nodal officer-BC Students)	
		Sh. Bhim Singh Sh. Jagbir Singh	
		Sh. Ravinder (BPLScholarship) Ms. Rinku (BPLScholarship) Ms. Mukesh (BPLScholarship)	
		Sh. Rajesh (PWD Sholarship) Sh. Sunil	Rajesh
25	Women Cell and Anti –Sexual Harassment Committee	Mrs. Sheela (Incharge)	Sheela
		Dr. Meenu Singh	Meenu Singh
		Ms. Kirti Ms. Usha Sharma	Kirti Usha
		Ms. Kusum	
		Ms. Anuj	
		Ms. Mukesh Kumari	Mukesh
		Ms. Kamaljeet	
		Ms. Ruchika	Ruchika
		Ms. Anupama Anupama	Anupama
26	NSS Advisory Committee	Principal (Patron)	
		Ms. Meenu Singh	Meenu Singh
		Sh. Naresh Kumar	
		Sh. Jai Pal	
		Sh. Rakesh	
		Dr. Manjeet Singh Ms. Mukesh Kumari	Mukesh
27	NCC	Sh. Surender Kumar	
28	Prize Committee	Dr. Meenu Singh	Meenu Singh
		Mrs. Sheela	Sheela
		Ms. Kirti	Kirti
		Ms. Usha Sharma	Usha

		Ms. Kamaljeet	
		Ms. Ruchika	
		Ms. Mukesh <i>Kumari</i>	<i>Kirti</i>
		Ms. Kusum	<i>Mukesh</i>
29	Career Guidance Bureau and Placement Cell	Ms. Kirti	<i>Kirti</i>
		Ms. Kamaljeet	<i>Pranav</i>
		Ms. Kusum	
		Sh. Rajesh Sheokand	<i>Rajesh</i>
		Ms. Mukesh Kumari	
30	Information Technology, Computer Education and maintenance	Sh. Mohit	
		Ms. Seema	
		Ms. Suman	<i>Suman</i>
		Sh. Virender Singh	<i>Virender</i>
		Sh. Rajesh L. A.	
31	Time Table and Work Load	Sh. Krishan Kumar (Adviser)	
		Sh. Sajjan Kumar (Incharge)	<i>Sajjan</i>
		Ms. Pooja (Math)	<i>Pooja</i>
		Ms. Usha Sharma	<i>Usha</i>
		Ms. Sheela	<i>Sheela</i>
		Ms. Ruchika	<i>Ruchika</i>
		Ms. Kirti	<i>Kirti</i>
32	News and Public Relation	Sh. Rajesh Sheokand	<i>Rajesh</i>
		Sh. Bhim Singh	
		Sh. Jagbir Singh	
33	Editorial Board		
	Editor in Chief	Sh. Shish Pal	
		Sh. Jagbir Singh	
		Sh. Subhash Chander (Lib)	
	Hindi	Sh. Shish Pal	
	College News	Sh. Subhash Chander (Sr. Lib.)	
	Science and Computer	Sh. Jai Pal (Chem.)	
	English	Sh. Lal Singh	
		Sh. Bhim Singh	
	Commerce, Mgmt. and Planning Forum	Ms. Usha Sharma	<i>Usha</i>
		Sh. Sunil	

	Women Cell	Ms. Sheela	Sheela
	Sanskrit	Dr. Rohtash Nain	
34	Electricity maintenance, Generator maintenance and operation	Sh. Manjeet (Convener)	
		Sh. Rakesh	
		Sh. Ravinder	
		Sh. Subhash Chander (Sr. Lib)	
		Ms. Nirmla Sharma	Nirmla
35	Sports Board	Principal	
		Sh. Dalbir Singh	
		Sh. Raghubir Singh	Ru
		Sh. Surender Singh	
		Sh. Lal Singh	
		Sh. Sajjan Kumar	Sajjan
		Sh. Parminder	A. K. S.
36	EDUSAT	Sh. Mohit	
		Sh. Ravinder	
		Sh. Rinku	
37	Red Ribbon Club	Sh. Jai Pal (Convener)	
		Ms. Kirti	Kirti
		Sh. Rakesh	
		Ms. Ruchika	Ruchika
		Ms. Anupama	Anupama
		Ms. Mukesh	
38	Student Welfare and Discipline Committee	Dr. Manjeet	
		Sh. Dalbir Singh	
		Sh. Raghubir Singh	Ru
		Dr. Meenu Singh	Meenu Singh
		Sh. Surender Singh	
		Sh. Lal Singh	
		Sh. Ram Bhagat	
39	Court Cases and Legal Literary Cell	Ms. Sheela	Sheela
		Dr. Rajiv Chahal (convener)	

40	Cultural and Youth Welfare Committee	Sh. Shish Pal (Adviser)	
		Dr. Rohtash Nain (Convener)	
		Ms. Usha Sharma	<i>Usha</i>
		Ms. Rena Sheela	
		Ms. Kusum	
		Ms. Mukesh Kumari	<i>Mukesh</i>
		Ms. Kirti	<i>Kirti</i>
		Sh. Parminder	<i>P. H. E.</i>
		Sh. Ravinder	
		Sh. Sunil Saini	
41	Write Off/Auction Committee	Sh. Lal Singh (convener)	
		Sh. Raghuvir Singh	<i>RW</i>
		Sh. Naresh Kumar	
		Mrs. Kirti	<i>Kirti</i>
		Sh. Parmender	<i>P. H. E.</i>
		Sh. Sunil	
42	Photography/ Videography	Sh. Rakesh Kumar	
		Sh. Mohit	
		Ms. Mukesh Kumari	<i>Mukesh</i>
		Sh. Jagbir Singh	
43	Liaison Officer and Office Incharge	Sh. Naresh Kumar	
44	Canteen Committee	1 Dr. Ram Bhagat (Convener)	<i>RB</i>
		2 Sh. Raghubir Singh	
		3 Sh. Sajjan Kumar	<i>Sajjan</i>
		4 Sh. Jaipal	
		5 Ms. Madhu	
		6 Sh. Subhash Sharma	<i>Saroj</i>
45	Road safety Club	Dr. Ram Bhagat (Convener)	<i>RB</i>
		Sh. Jaipal	
		Sh. Rakesh	

		Sh. Sunil	
		Dr. Manjeet Singh	
		Sh. Bhim Singh	
46	Tour and Travel	Sh. Krishan Kumar (Convener)	Sh
		Sh. Surender Kumar	
		Ms. Sheela	sheela
		Dr. Rohtash Nain	
		Ms. Kirti	kirti
		Ms. Usha Sharma	Usha
47	Annual Report	Sh. Shishpal	
		Dr. Rohtash Nain	
48	Decoration Committee	Ms. Usha Sharma (Convener)	Usha
		Ms. Nirmala	Nirmala
		Ms. Kusum	
		Ms. Ruchika	Ruchika
49	Nodal Officer (New -Voters)	Sh. Ravinder (Convener)	
		Ms. Mukesh Kumari	Mukesh
		Sh. Rajesh Kumar	Rajesh
		Ms. Madhu	
50	Earn While You Learn	Sh. Lal Singh (Convener)	
		Ms. Kirti	kirti
		Sh. Sunil	
		Sh. Rajesh Kumar	Rajesh
		Ms. Mukesh Kumari	Mukesh
		Ms. Kanika Sikri	Kanika
51	NAAC Committee & IQAC	Sh. Lal Singh	
		Sh. Surender Kumar	
		Sh. Naresh Prasher	
		Ms. Anuj	
		Sh. Rajesh Sheokand	Rajesh
		Sh. Virender Singh	Virender
		Sh. Mohit	
		Ms. Pooja Kansal	
		Ms. Pooja Gupta	Pooja
		Sh. Bhim Singh	
52		Sh. Sunil	
		Sh. Shish Pal	

	Anti Ragging Cell	Dr. Meenu Singh	
		Sh. Surender Kumar	
		Sh. Naresh Kumar	
		Ms. Sheela	sheela
		Ms. Madhu	
53	Grievances Cell	Sh. Dalbir Singh	
		Sh. Raghubir Singh	PA ✓
		Ms. Sheela	sheela
		Sh. Rajiv Chahal	
		Sh. Rakesh	
54	Anti – Corruption Cell	Sh. Dalbir Singh	
		Sh. Shish Pal	
		Sh. Raghubir Singh	PA ✓
		Sh. Mohit	
55	Income Tax (Cases, Uniform deduction)	Sh. Naresh Kumar (Convener)	
		Sh. Pramender Parminder	A.K.R.
		Sh. Rakesh	
		Sh. Sunil Kumar	
56	General Purchase (Grants & Proposal) Committee	Sh. Lal Singh (Convener)	
		Sh. Surender	
		Dr. Ram Bhagat	
		Sh. Sunil Kumar	
		Sh. Mohit	
57	Important Days Celebration	Sh. Jaipal (Convener)	
		Sh. Rajesh Sheokand	Rajesh
		Ms. Pooja Gupta	Pooja
		Sh. Rajiv Chahal	
58	Stationery Purchase Committee Sanitation	Sh. Jaipal (Convener) Saroj	
		Sh. Pramender Parminder	A.K.R. Reenu
		Sh. Parveen (clerk)	
59	Students' Union Advisory Committee	Sh. Raghubir Singh	PA ✓
		Dr. Meenu Singh	Meenu Singh
		Sh. Surender Kumar	
		Ms. Sheela	sheela
60	RUSA Projects Monitoring Committee	Principal--- (Chairperson)	

		Rajesh Sheokand-----Nodal Officer	Rajesh
		Sh. Krishan Kumar (Convener)	Sh
		Dr. Rohtash Nain	
		Sh. Manjeet Singh	
		Sh. Mohit	
61	Character Verification (On behalf of Principal)	Sh. Dalbir Singh	
		Sh. Shish Pal	
		Sh. Krishan Kumar	Sh
62	Incharge of Extension Lecturer	Sh. Krishan Kumar	Sh
63	President of Subject societies		
	Social Science	Sh. Raghubir Singh	Sh
	Commerce	Ms. Usha Sharma	Sharma
	Science	Sh. Jai Pal (Chem.)	
	Geography	Sh. Dalbir Singh	
	Tagore Literary Society	Sh. Lal Singh	
	Bhartendu Hindi Parishad	Sh. Shish Pal	
	Sanskrit	Dr. Rohtash Nain	
		Sh. Lal Singh	
64	ERP, Portal, LMS, Online ACR	Sh. Mohit	
		Sh. Virender	online ACR
		Ms. Suman	
		Ms. Seema	

65. IQAC

- 1 College Council.
- 2
- 3
- 4
- 5 Sh-Krishan km.

Suman
Principal 30.9.19
Govt. College
Narwana