



S.No.-RDGC/Estt./2020/426-430

Date: 18-7-2020

Following committees are constituted with immediate effect to run the co-curricular & extra-curricular activities and smooth functioning of the routine official work at this college.

Revised & corrected List of Committees

Principle's Advisory Committee

1. Dr. Madhu Sharma (Academic Incharge)
2. Shri Niranjana Singh (Sports Officer)
3. IQAC Coordinator (Officiating)

Special Invitee

AAO-I (Officiating)

Additional Administrative Officer (AAO) (Officiating)

S.No.	Name of Committee	Member officer	Link officer	Signature
1.	Teaching Monitoring Committee	1. Dr. R.C Verma 2. Dr. Karuna Gaur 3. Dr. S.R Lahari	Dr. Madhu Sharma	
2.	IQAC Committee	1. Dr. Anju Pathak (Coordinator) 2. Dr. L.S Gayawal 3. Dr. Alka Goyal 4. Dr. Krati Sharma 5. Shri Jagdish Kumar	Direct reporting to Principal	
3.	NAAC Committee & AAP (Annual Audit Programme)	1. Dr. R.C Verma (Coordinator) 2. Dr. Shilpi Deep Mathur 3. Dr. Kamlesh Sisodia 4. Dr. Rajani Vashishth 5. Dr. Deepti Agrawal	Direct reporting to Principal	
4.	UGC & AISHE Committee SWAYAM ANANDAM	1. Dr. Karuna Gaur (Coordinator) 2. Dr. Nisha Goyal 3. Dr. Anju Pathak 4. Shri Jagdish Kumar Dr. Sadhan Sharma (OIC) Dr. Alka Goyal (OIC)	Dr. R.C Verma	

5.	RUSA Committee	<ol style="list-style-type: none"> 1. Dr. Shilpi Deep Mathur (Coordinator) 2. Dr. Kamlesh Sisodia 3. Dr. Shashi Prabha 4. Shri Man Singh Meena Invitee as Project Monitoring Unit Dr. K.K. Gupta Invitee as Board Of Governor Dr. S.R. Lahari	Dr. Karuna Gaur	
6.	Research Committee	<ol style="list-style-type: none"> 1. Dr. S.R. Lahari (Coordinator) 2. Dr. L.S. Gayawal 3. Dr. Alka Goyal 4. Dr. RajaniVashishth 	Dr. Karuna Gaur	
7.	Time-table Committee	<ol style="list-style-type: none"> 1. Dr. S.R. Lahari (Coordinator) 2. Smt. AnjanaKaul (Science) 3. Dr. Nisha Goyal (Arts) 4. Dr. Sadhna Sharma (Arts) 5. Smt Pooja Pareek (Commerce) 	Dr. Madhu Sharma	
8.	Building construction, maintenance, repair and protection Committee	<ol style="list-style-type: none"> 1. Dr. R.C. Verma (Coordinator) 2. Dr. S.R. Lahari 3. Dr. K.K. Gupta 4. Dr. Shilpi Deep Mathur 5. Dr. Sunil Gupta AAO-I (Officiating) AAO (Officiating) Store Keeper (Officiating)	Shri Niranjan Singh	
9.	Scholarship/Devnarayan Scooty, Kali baibheel (Medhavi) Scooty distribution and other scholarships like minority students scholarship Committee	<ol style="list-style-type: none"> 1. Smt. Anjana Kaul (Coordinator) 2. Dr. Sadhana Sharma 3. Shri Man Singh Meena 4. Smt. Deepti Agrawal 5. Shri Gajendra Beniwal (Lab Assistant) 6. Deepak (Junior Assistant) 	Dr. S.R. Lahari	
10.	Antiragging Committee	<ol style="list-style-type: none"> 1. Dr. Anju Pathak (Coordinator) 2. Smt. Suman Goyal 3. Dr. Krati Sharma 	Dr. Meenu Arvind Agrawal	
11.	Eco-Club	<ol style="list-style-type: none"> 1. Dr. Anjali Bhartiya (Coordinator) 2. Dr. Anju Pathak 3. Smt. Suman Goyal 4. Smt. Deepti Agrawal 5. Smt. Anita Meena 	Smt. Anjana Kaul	
12.	Store related matters and Archives (records) Committee	<ol style="list-style-type: none"> 1. Dr. R.C. Verma (Coordinator) 2. Dr. K.K. Gupta 3. Dr. Sunil Gupta 4. Shri Vimlesh Sisodia 5. Store keeper (Officiating) 	Direct reporting to Advisory Committee	

13.	Career counseling placement and Students advisory Committee	<ol style="list-style-type: none"> 1. Dr. Meenu Arvind Agrawal (Coordinator) 2. Dr. Sunil Gupta 3. Dr. Sadhna Sharma Special Invitee ✓ Dr. Kamlesh Sisodia	Dr. K.K. Gupta	
14.	Equipment's maintenance, repair Committee (R.O., Cooler, Submersible pump, Generator, CCTV, Water taps, copiers, computers and other all devices)	<ol style="list-style-type: none"> 1. Dr. S.R. Lahari (Coordinator) 2. Dr. K.K. Gupta 3. Dr. Sunil Gupta 4. Shri Vimlesh Sisodia Anil Kumar Sharma- Mechanic	Dr. R.C. Verma	
15.	Women Harassment at working place, Internal complaints abatement and Women's study Cell	<ol style="list-style-type: none"> 1. Dr. Nisha Goyal (Coordinator) 2. Dr. Rajni Vashisht 3. Dr. Madhu Agrawal 4. Shri Man Singh Meena 5. Dr. Saroj 6. Dr. Krati Sharma External Member Smt. Babita Sharma (Kalpvriksh)	Dr. Madhu Sharma	
16.	Discipline Committee	Team A: <ol style="list-style-type: none"> 1. Shri Niranjan Singh (Coordinator) 2. Dr. S.R. Lahari 3. Dr. K.K. Gupta 4. Dr. Meenu Arvind Agrawal Team B: <ol style="list-style-type: none"> 1. Dr. R.C. Verma (Coordinator) 2. Dr. Sunil Gupta 3. Dr. Shashi Prabha 4. Shri Man Singh Meena 	Direct reporting to Advisory Committee	
17.	Sports Committee	<ol style="list-style-type: none"> 1. Shri Niranjan Singh (Coordinator) 2. Dr. S.R. Lahari 3. Dr. Shashi Prabha 4. Shri Man Singh Meena 5. Shri Vimlesh Sisodia 	Direct reporting to Principal	
18.	Cultural & Literature and prize distribution Committee	<ol style="list-style-type: none"> 1. Dr. Alka Goyal (Coordinator) 2. Dr. Shadhna Sharma 3. Smt. Deepti Agrawal 4. Smt. Pooja Pareek 5. Smt. Lalita Bairwa Special Invitee Dr. Rajani Vashisht	Smt. Anjana Kaul	

19.	<p>NSS, Red ribbon and General cleanliness Committee</p> <p>Toilets Cleaning Monitoring</p> <p>EBSB</p> <p>Human Rights</p>	<ol style="list-style-type: none"> 1. Dr. Saroj (Coordinator) 2. Smt. Suman Goyal (Unit Head) 3. Smt. Deepti Agrawal (Unit Head) 4. Smt. Anita Meena (Unit Head) <p>Store Keeper (Officiating)</p> <p>1- Sh. Man Singh Meena (OIC)</p> <p>Dr. Shashi Prabha (OIC)</p> <p>Dr. Alka Goyal (OIC)</p>	<p>Direct reporting to Advisory Committee</p>	
20.	<p>*Arts association</p> <p>**Science association</p> <p>***Commerce association</p>	<ol style="list-style-type: none"> 1. Shri Man Singh Meena (Coordinator) 2. Smt. Suman Goyal 3. Smt. Anita Meena <ol style="list-style-type: none"> 1. Dr. Krati Sharma (Coordinator) 2. Shri Jagdish Kumar <ol style="list-style-type: none"> 1. Smt. Pooja Pareek (Coordinator) 2. Shri Vimlesh Sisodia 3. 	<p>Dr. Shashi Prabha</p> <p>✓ Dr. Kamlesh Sisodia</p> <p>Dr. Rajni Vashishth</p>	
21.	<p>Biometric attendance Committee</p>	<ol style="list-style-type: none"> 1. Dr. K.K. Gupta (Coordinator) 2. Dr. Sunil Gupta 	<p>Direct reporting to Advisory Committee</p>	
22.	<p>Public information Committee (RTI)</p>	<ol style="list-style-type: none"> 1. Dr. K.K. Gupta (Coordinator) 2. Smt. Pooja Pareek 	<p>Direct reporting to Advisory Committee</p>	
23.	<p>Scouts & guide/ Ranger rovers and Disaster management & Anti-tobacco Committee</p>	<ol style="list-style-type: none"> 1. Dr. Shashi Prabha (Coordinator) 2. Shri Man Singh Meena 3. Smt. Lalita Bairwa <p>Store Keeper (Officiating)</p>	<p>Shri Niranjn Singh</p>	
24.	<p>Planning and Consumer Forum</p>	<ol style="list-style-type: none"> 1. Dr. Rajni Vashishth (Coordinator) 2. Vimlesh Sisodia 3. Smt. Pooja Pareek 4. Shri Deepak Kumar (Junior Assistant) 	<p>Direct reporting to Advisory Committee</p>	
25.	<p>Elementary computer's education Committee</p>	<ol style="list-style-type: none"> 1. Dr. Sunil Gupta (Coordinator) 2. Shri Man Singh Meena 3. Shri Manish Puri (Lab Assistant) 	<p>Dr. Meenu Arvind Agrawal</p>	

26.	Procurement (Upapan) Committee	<ol style="list-style-type: none"> 1. Dr. R.C. Verma (Coordinator) 2. Dr. Karuna Gaur 3. Shri Vimlesh Sisodia AAO-I (Officiating) AAO (Officiating) Store Keeper (Officiating) 	Direct reporting to Advisory Committee	
27.	Rail/Bus concession and Ration card Committee	<ol style="list-style-type: none"> 1. Dr. S.R. Lahari (Coordinator) 2. Smt. Anita Meena 3. Smt. Lalita Bairwa 	Direct reporting to Advisory Committee	
28.	Legal Aid and LITES Committee	<ol style="list-style-type: none"> 1. Dr. Anju Pathak (Coordinator) 2. Smt. Pooja Pareek 3. Shri Jagmal Singh Sagar (Junior Assistant) 	Direct reporting to Advisory Committee	
29.	Internal audit and Vigilance, Income tax, Inspection and small saving Committee Inspection of Pvt. Colleges	<ol style="list-style-type: none"> 1. Dr. S.R. Lahari (Coordinator) 2. Smt Anjana Kaul 3. Dr. Laxmi Gupta 4. Shri Vimlesh Sisodia <p>Team A :-</p> <ol style="list-style-type: none"> 1. Dr. R.C. Verma (Coordinator) 2. Dr. K.K. Gupta <p>Team B :-</p> <ol style="list-style-type: none"> 1. Dr. S.R. Lahari (Coordinator) 2. Dr. Kamlesh Sisodia 	Direct reporting to Principal Direct reporting to Advisory Committee	
30.	Alumini and student-parent complaints Committee	<ol style="list-style-type: none"> 1. Dr. Meenu Arvind Agrawal (Coordinator) 2. Dr. Saroj 3. Dr. Deepti Agrawal 4. Dr. Krati Sharma 	Dr. R.C. Verma	
31.	Cycle, Car stand and Canteen Committee	<ol style="list-style-type: none"> 1. Dr. Sunil Gupta (Coordinator) 2. Dr. Shashi Prabha 3. Shri Man Singh Meena <p>AAO-I (Officiating) AAO (Officiating) Store Keeper (Officiating)</p>	Dr. Shilpi Deep Mathur	
32.	Student attendance register/Results/Internal examination & trimester reports Committee	<ol style="list-style-type: none"> 1. Dr. Kavita Acharya (Coordinator) 2. Dr. Kamlesh Sisodia 3. Dr. Rajani Vashishth 4. Dr. Madhu Agrawal 5. Smt. Lalita Bairwa 	Dr. K.K. Gupta	
33.	YDC Committee	<ol style="list-style-type: none"> 1. Shri Man Singh Meena (Coordinator) 2. Smt. Anita Meena 3. Smt. Lalita Bairwa 	Dr. Madhu Agrawal	

34.	Media Cell	<ol style="list-style-type: none"> 1. Dr. Nisha Goyal (Coordinator) 2. Dr. Kavita Acharya 3. Dr. Madhu Agrawal 	Direct reporting to Advisory Committee	
35.	Sampark portal & assembly questions Committee and Mental Health Counselling	<ol style="list-style-type: none"> 1. Dr. Meenu Arvind Agrawal (Coordinator) 2. Dr. Sunil Gupta AAO (Officiating) 	Direct reporting to Advisory Committee	
36.	GeM Portal & GIS Committee	<ol style="list-style-type: none"> ✓ 1. Dr. Kamlesh Sisodia (Coordinator) 2. Dr. Laxmi Gupta AAO-I (Officiating) 	Dr. L.S. Gayawal	
37.	ICT	<ol style="list-style-type: none"> 1. Dr. L.S. Gayawal (Coordinator) 2. Dr. Krati Sharma 3. Shri Vimlesh Sisodia 4. Shri Manish Puri (Lab. Assistant) 5. Shri Jagmal Singh Sagar (Junior Assistant) 	Smt. Anjana Kaul	
38.	Library Committee	<ol style="list-style-type: none"> 1. Dr. Rajni Vashishth (Coordinator) 2. Smt. Pooja Pareek 3. Smt. Anita Meena 4. Smt. Lalita Bairwa 	Dr. Sadhna Sharma	
39.	College website Committee	<ol style="list-style-type: none"> 1. Dr. L.S. Gayawal (Coordinator) 2. Shri Jagdish Kumar 3. Shri Mohan Singh 	Direct reporting to Advisory Committee	
40.	Inter Faculty Dialogue Forum	<ol style="list-style-type: none"> 1. Shri Jagdish Kumar (Coordinator) 2. Shri Vimlesh Sisodia 3. Smt. Lalita Bairwa <p><u>Special Invitee Members</u> Dr. Anju Pathak (Science) Dr. Nisha Goyal (Arts) Dr. Rajni Vashishth (Arts & Commerce)</p> <p><u>Jury Member</u> <ol style="list-style-type: none"> 1. Dr. S.R. Lahari 2. Dr. K.K. Gupta 3. Dr. Madhu Agrawal </p>	Direct reporting to Advisory Committee	
41.	College magazine & Prospectus printing Committee	<ol style="list-style-type: none"> 1. Dr. S.R. Lahari (Coordinator) 2. Dr. Shilpi Deep Mathur 3. Dr. Shashi Prabha 4. Smt. Madhu Agrawal 5. Smt. Lalita Bairwa 	Dr. Karuna Gaur	
42.	RSLDC (Rajasthan Skill & Livelihood Development Corporation)	<ol style="list-style-type: none"> 1. Dr. Meenu Arvind Agrawal (Coordinator) 2. Sh. Man singh Meena 3. Smt. Suman Goyal 	Dr. S.R. Lahari	

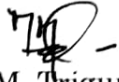
43.	RACE (Resource Assistance & College Excellence)	<ol style="list-style-type: none"> 1. Dr. Nisha Goyal (Coordinator) 2. Dr. Anju Pathak 3. Sh. Jagdish Kumar 4. Sh. Deepak Kumar (Junior Assistance) AAO (Officiating) 	Direct Reporting to Principal	
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Note: -

(i) All Committees will work under the guidance of respective Coordinators and the overall control and supervision will be exercised by the Link officer who will report to the chair time to time. The coordinators can held their meeting in the chairmanship of Link officer concern. All committee will be under the administrative control of Academic incharge. Dr. Madhu Sharma shall brief all progress report to the Principal time to time.

(ii) The Vigilance Committee will inspect suddenly the cash book & other relevant entries in Cash section and submit confidential report to the Principal directly.

(iii) Coordinators of the old Committees are instructed to hand over the charge to new ones leaving no pendency of work within a week.


 (Dr. M.M. Trigunayat)
 Principal

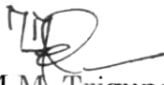
R.D. Govt. Girls (PG) College
Bharatpur (Raj.)

S.No.-RDGC/Estt./2020-21 / 426-430

Date: - 18-7-2020

Copy for information & necessary action:-

- 1- Joint Director ,Academic, CCE, Jaipur
- 2- Dr. Madhu Sharma, Academic In charge & Senior Most Faculty.
- 3- Officer Concern.
- 4- Establishment.
- 5- Guard file.


 (Dr. M.M. Trigunayat)
 Principal

R.D. Govt. Girls (PG) College
Bharatpur (Raj.)