

M.L.R.S. COLLEGE OF EDUCATION
CHARKHI DADRI (2023-2024)

The following committees are hereby constituted for institution and student's betterment w. e. f.
25-11-2023

1. **Time Table Committee**
 1. Dr. Ashok Kumar(Member)
 2. Dr. Manoj Rani (Member)

2. **Purchase Committee**
 1. Dr. Ashok Kumar (Convener)
 2. Dr. Manoj Rani (Member)
 3. Dr. Deepa Sharma (Member)

(To purchase any type of articles related to institution and Students)

3. **Co-Curricular and Cultural & IQAC (NAAC) Committee**
 1. Dr .Manoj Rani(Convener)
 2. Dr. Deepa Shrama(Member)
 3. Dr. Gunjan (Member)

(To organize academic, cultural activities)

4. **IQAC**
 1. Dr. Manoj Rani (Co-ordinator)

5. **Teaching Practice & Internship Programme Committee**
 1. Dr. Ashok Kumar(Convener)
 2. Dr. Gunjan (Member)

(To organize Teaching Practice & Internship Programme for Students)

6. **Discipline Committee**
 1. Dr. Suresh Kumar(Convener)
 2. Dr. Deepa Sharma (Member)
 3. Dr. Gunjan (Member)

(To maintain discipline in the institution)

7. **Dilapidation Committee**
 1. Dr. Ashok Kumar (Convener)
 2. Dr. Suresh Kumar (Member)
 3. Dr. Deepa Sharma(Member)

(To check the all campus for renovation/repair the class rooms, labs, library or any part of the building, provide the facilities to the students i.e. water, electricity & other student related. Convener can divide the work for smooth functioning)

8. **Library Committee**
 1. Dr. Manoj Rani (Convener)
 2. Dr. Ashok Kumar (Member)
 3. Dr. Gunjan (Member)
 4. Dr. Santosh (Member)

(To well establish the books, Journals, Magazine and news papers, properly checking the library records, purchase the books etc.)

9. **UGC Committee**
 1. Dr. Ashok Kumar(Convener)
 2. Sh. Vipul Goyal (Member)

(To maintain the all UGC records & complete all correspondence files)

10. **Student Welfare Committee**
 1. Dr. Ashok Kumar(Convener)
 2. Dr. Manoj Rani (Member)
 3. Sh .Vipul Goyal (Member)

(To Check & provide all types of scholarship and others welfare scheme)

11. **Women Cell**

1. Dr. Manoj Rani (Convener)
2. Dr. Deepa Sharma (Member)
3. Sh. Vipul Goyal (Member)

(To organize the programme specifically girls students)

12. **Educational Tour Committee**

1. Dr. Ashok Kumar (Convener)
2. Dr. Manoj Rani (Member)

(To organize the educational tour programme time to time.)

13. **Techno devices Committee**

1. Dr. Ashok Kumar (Convener)
2. Dr. Suresh Kumar (Member)
3. Sh. Vipul Goyal (Member)

(To check and look after all devices/apparatus fitted in different rooms and labs and maintain the record.)

14. **Grievances Redressal
& SC/ST/BC Committee**

1. Dr. Manoj Rani (Convener)
2. Dr. Ashok Kumar (Member)
3. Dr. Gunjan (Member)


(To solve the students' grievances time to time)

15. **Inspection Committee (NCTE & University)**

1. Dr. Ashok Kumar (Convener)
2. Dr. Suresh Kumar (Member)
3. Sh. Vipul Goyal (Member)

(To prepare all related documents and physical setting of the institution)

Note:- All the members of the different committees are hereby requested to co-operate each other regarding committees functioning in the healthy manner & seriously in the interest of the institution and students. In this regard, a staff meeting will be conducted to sort out any problem regarding the functioning any committee on every last Saturday of the month with the undersigned.


Principal 25/11/2023