

# GOVT. COLLEGE ISRANA (PNP)

Annual Committees for Session 2025-26 with immediate effect

Memo No. GCI/25/497

Dated: 28/05/2025

**Principal: Dr. Hari Om**

	College Council	1. Principal (Chairperson) 2. Dr. Reeti Gupta 3. Dr. Balander Gulia 4. Dr. Mukesh Kumar 5. Ms. Mamta 6. Sh. Kulbir Kadyan	
	Staff Secretary	1. Sh. Sunil Kumar	
	Social Secretary	1 Sh. Sandeep 2 Ms. Sushma (Teaching) 3 Sh. Rishabh (Non-Teaching)	
(A)	Accounts /Tax		
	Sr. No.	Committee	Convener/Member
	i.	Bursar	Sh. Sandeep
	ii.	Income Tax	Sh. Sandeep(Convener) Sh. Sunil Kumar Ms. Poonam Saini Sh. Rishabh
	vi	Pay/Arrears/Allowances/TA/DA/Loans/Grants Financial Records/ Funds/Bills	Sh. Sandeep Sh. Vinod Sh. Rishabh
(B)	Establishment		
	Sr. No.	Committee	Convener/Member
	i.	RTI a) 1 <sup>st</sup> Appellate Authority b) State Public Information Officer c)Assistant State Public Information Officer	Principal Dr. Reeti Gupta Sh. Sunil Kumar Sh. Sunny
	ii.	Contractual Employee/ Extension Lecturers Committee	Dr. Balander Gulia (Convener) Dr. Mukesh Kumar Ms. Mamta Sh. Kulbir Kadyan Sh. Rishabh
	iii.	Voter Reign./ Driving Licence/ Traffic interpretation Centre/ Road safety/ Passport	Sh. Dinesh Kumar (Convener) Dr. Mukesh Chander Ms Pooja Ms. Sunita (LA)
	iv.	Court Case, Legal Matters/ Legal Literacy Cell	Dr. Parveen Kumar(Convener) Dr. Prateek Mor Dr. Anup Singh Ms. Sunita LA
	v.	Printing/ Stationary	Dr. Prateek Mor (Convener) Sh. Dinesh Kumar Sh. Sunil Kumar Sh. Rishabh
	vi.	Publicity/ Public Relation/ Website Up gradation/ Face book and Social media/ My Bharat Portal	Ms. Pooja (Convener) Dr. Mukesh Chander Ms. Poonam
(C)	Co-Curricular Activities		
	Sr. No.	Committee	Convener/Member
	i.	Sports/ Gym/ Yoga Club	Dr. Balander Gulia (Convener)



			Dr. Mukesh Kumar Sh. Kulbir Kadyan Sh. Sunny, Clerk
	ii.	Sports Board	Ms. Mamta (Convener) Sh. Dinesh Kumar Sh. Sandeep
	iii.	NSS	Sh. Sunil Kumar (Convener) Ms. Sangeeta Rani Ms. Pinky Singh Sh. Sunny, Clerk
	iv.	NSS Advisory Board	Sh. Kulbir Kadyan (Convener) Sh. Sandeep Ms. Sushma
	v.	Important day celebrations/ Indian Values/ Swami Vivekananda Youth Club	Ms. Sangeeta Rani (Convener) Ms. Pinky Singh Dr. Parveen Kumar Ms. Pooja
	vi.	NCC	Dr. Balander Gulia (Convener) Sh. Rishabh
	vii.	Cultural Affairs & Youth Welfare Committee	Ms. Sangeeta (Convener) Sh. Kulbir Kadyan Sh. Sunil Kumar Ms. Sushma Ms. Pooja Sh. Sohanpal Ms. Kamlesh
	viii.	Bus Pass	Sh. Dinesh Kumar (Convener) Dr. Mukesh Chander Ms Sunita, LA

**(D) Information Technology (IT)**

Sr. No.	Committee	Convener/Member
i.	Computer/ Photocopier/ Printer	Dr. Prateek Mor (Convener) Ms. Pinky Singh Ms. Sushma Ms. Suman Ms. Kavita
ii.	CCTV maintenance committee	Sh. Kulbir Kadyan (Convener) Ms. Sushma Ms. Pinky Singh Ms. Suman
iii.	Eduset/ Smart class room	Ms. Sushma (Convener) Ms. Pooja Ms. Kavita Sh. Rajender, Sh. Agay (L.A)
iv.	MIS/ERP/Admission Portal	Ms. Suman
v.	HRMS/E-Salary/Helpdesk/HKRNL	Sh. Rishabh
vi.	Internet/ Biometric	Ms. Sushma (Convener) Ms. Pinky Singh Dr. Parveen Kumar Ms. Suman

**(E) Swatch Bharat Mission**

Sr. No.	Committee	Convener/Member
i.	Eco Club/Beautification/Lawn maintenance/ Plantation and other related works/ Nature interpretation Centre	Dr. Parveen Kumar (Convener) Sh. Kulbir Kadyan Ms. Mamta Sh. Rajender Mali
ii.	Drinking Water/ Water Cooler/ Water Tanks/ R.O.	Dr. Mukesh Kumar (Convener) Sh. Sunil Kumar Dr. Anup Singh Sh. Mahender

**(F) Tentage**



	Sr. No.	Committee	Convener/Member
	i.	Tentage / Sound/Light	Dr. Mukesh Kumar (Convener) Sh. Kulbir Kadyan Dr. Prateek Mor Sh. Vinod (LA)
	ii.	Decoration/ Deep Shikha & Refreshment /Invitation, Photography & Videography	Ms. Sushma (Convener) Sh. Sunil Kumar Ms. Pooja Ms. Poonam Ms. Suman
<b>(G) Property (Moveable &amp; Immoveable)</b>			
	Sr. No.	Committee	Convener/Member
	i.	Construction/ PWD(B&R) Building	Dr. Balander Gulia(Convener) Dr. Mukesh Kumar Sh. Kulbir Kadyan, <i>Sh. Vinod (Assistant)</i>
	ii.	Renovation/ Maintenance of immoveable Property & Moveable Property & Insurance	Dr. Mukesh Kumar (Convener) Dr. Prateek Mor Dr. Parveen Kumar Sh. Vinod, LA
	iii.	Electricity and Generator Set etc.	Sh. Sunil Kumar (Convener) Ms. Sushma Dr. Mukesh Chander Sh. Rajender, Mali Sh. Vinod (LA)
	iv.	Physical Verification/ Write off and Auction	Dr. Reeti Gupta (Convener) Dr. Balinder Gulia Sh. Kulbir Kadyan Sh. Sunil Kumar
	v.	Parking and Cycle Stand Committee	Dr. Prateek Mor (Convener) Sh. Ajay (LA) Sh. Vinod (LA) Sh. Subhash (Chowkidar)
<b>(H) Student Welfare</b>			
	Sr. No.	Committee	Convener/Member
	i.	Earn While You Learn	Dr. Prateek Mor (Convener) Ms. Pinky Singh Ms. Sushma Sh. Rishabh
	ii.	Educational Tour	Sh. Kulbir Kadyan (Convener) (Boys) Dr. Prateek Mor Ms. Mamta (Girls) Ms. Pooja
	iii.	Health and Hygiene/First-aid/Sanitation / Covid-19 SOPs	Dr. Parveen Kumar (Convener) Ms. Pinki Ms. Sushma Ms. Poonam
	iv.	Red Cross/Red-Ribbon/ Anti-Drug/Tobacco Free Campus Committee	Sh. Dinesh Kumar (Convener) Dr. Parveen Kumar Dr. Mukesh Chander Ms. Sunita, LA
	v.	Scholarship/ Student Welfare Incentive/ Fee Concession Committee	Dr. Parveen Kumar (SC) (Convener) Ms. Sushma (BC, PMS, Merit) Dr. Mukesh Chander (POSE) Dr. Anup Singh (Other Scholarship) Ms. Sunita
	vi.	Grievance Redressal / Anti-Ragging	Dr. Mukesh Kumar (Convener) Ms. Mamta Sh. Kulbir Kadyan Dr. Prateek Mor



vii.	Alumni Association	Sh. Dinesh Kumar (Convener) Dr. Anup Singh Dr. Mukesh Chander Ms. Pooja Sh. Ajay Kumar (President Association)
viii.	Anti-Sexual Harassment/ Internal Complaint Committee	Ms. Mamta (Convener) Sh. Kulbir Kadyan Ms. Sushma Ms. Poonam Ms. Kavita NGO, Advocate
ix.	Women Cell/ Napkin and Vending Machine/Gender Sensitization/Girls Common Room/Staff Room	Ms. Sangeeta Rani (Convener) Ms. Mamta Ms. Pinky Singh Ms. Poonam Ms. Sunita, LA
x.	Library	Ms. Mamta (Convener) Sh. Sunil Kumar Ms. Sushma Ms. Kamlesh Sh. Parivesh
xi.	Chief Editor College Magazine/ News Letters	Dr. Balander Gulia (Convener) Ms. Mamta Ms. Pinky Singh Ms. Pooja
xii.	Lecture Shortage/Absent Fine/ Name Struck off & Re-Admission	Dr. Prateek Mor (Convener) Dr. Anup Singh Ms. Sunita, LA
xiii.	Placement Cell/ Entrepreneurship Development Club/MOU with College, Company & Industry	Ms. Mamta (Convener) Sh. Kulbir Kadyan Ms. Sushma Dr. Anup Singh, <i>Sh. Parivesh.</i>

**(I) Academics**

Sr. No.	Committee	Convener/Member
i.	Workload, Subject Change, Section Formation Time-Table Arts /Commerce / Science	Dr. Prateek Mor (Convener) Sh. Kulbir Kadyan Sh. Sandeep Ms. Suman
ii.	Online Admission	Sh. Kulbir Kadyan (Nodal Officer) Dr. Reeti Gupta (UG 2 <sup>nd</sup> & Final Year) Dr. Mukesh Kumar (UG 1 <sup>st</sup> Year) Sh. Sunil Kumar (All PG Classes)
iii.	New Education Policy/ Institutional Development Plan	Dr. Reeti Gupta (Convener) Sh. Dinesh Kumar Sh. Sandeep
iv.	Labs Augmentation of Lab Science Exhibition	Sh. Kulbir Kadyan (Convener) Dr. Prateek Mor Dr. Parveen Kumar Dr. Mukesh Chander, <i>Sh. Ajay, Sh. Vinod (L.A.)</i>
v.	Soil Testing Lab	Sh. Kulbir Kadyan (Convener) Dr. Mukesh Chander Ms. Pooja
vi.	Prizes	Sh. Dinesh Kumar (Convener) Dr. Prateek Mor Ms. Sushma Ms. Suman
vii.	University Registrar/ University Affairs/ (RR, Exam Forms, Student Result Discrepancies &	Sh. Kulbir Kadyan (Convener) Sh. Sandeep



		Character Certificates/Students Grivances)	Sh. Sunil Kumar Ms. Suman Ms. Kavita Sh. Sunny Sh. Ankush
	viii.	Chief Proctor /Tutor/ Parent Teacher Meet	Dr. Reeti Gupta
	ix.	Discipline	Dr. Balander Gulia (Convener) Dr. Mukesh Kumar Ms. Mamta Sh. Kulbir Kadyan Sh. Dinesh Kumar Sh. Sunil Kumar Dr. Prateek Mor Ms. Sushma
	x.	Student Aid/Student Union/RKF Committee	Dr. Parveen Kumar (Convener) Ms. Mamta Ms. Sushma
	xi.	Annual Academic Calendar / Lesson Plan/ Monitoring of Course Completion	Sh. Sandeep (Convener) Sh. Dinesh Kumar Dr. Mukesh Chander Ms. Kavita
	xii.	<b>Subject Societies</b>	
		Languages -English Hindi Sanskrit	Sh. Dinesh Kumar Dr. Balander Gulia Ms. Mamta
		Sciences Mathematics	Sh. Kulbir Kadyan Dr. Prateek Mor
		Commerce Economics	Dr. Reeti Gupta
		Political Studies History Geography	Sh. Sunil Kumar Sh. Sandeep Dr. Parveen Kumar
<b>(J)</b>	<b>Executive Board</b>		
	<b>Sr. No.</b>	<b>Committee</b>	<b>Convener/Member</b>
	i.	Centre Purchase Committee /GEM Committee	Sh. Sandeep (Convener) Sh. Sunil Kumar Dr. Prateek Mor Sh. Rishabh
	ii.	UGC-NAAC	Dr. Reeti Gupta (Co-ordinator) Ms. Sangeeta Rani, Dr. Mukesh Chander (C-1) Ms. Mamta, Ms. Sushma (C-2) Sh. Sandeep, Ms. Pooja (C-3) Dr. Mukesh Kumar, Dr. Prateek Mor (C-4) Sh. Sunil Kumar, Ms. Poonam (C-5) Dr. Parveen Kumar, Ms. Pinky (C-6) Sh. Dinesh Kumar, Dr. Anup Singh (C-7) Ms. Suman
	iii.	IQAC	Dr. Reeti Gupta (Convener) Dr. Balander Gulia Dr. Mukesh Kumar Ms. Mamta Sh. Kulbir Kadyan Sh. Sunil Kumar
	iv.	AISHE/ RUSA/Prayaas/ Research Promotion Cell	Dr. Reeti Gupta (Convener) Sh. Dinesh Kumar Sh. Sandeep Ms. Kavita
<b>(K)</b>	<b>Reception &amp; Welcome of Guests</b>		
	i.	Reception & Welcome	Dr. Reeti Gupta (Convener) Dr. Balander Gulia Dr. Mukesh Kumar

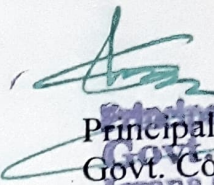


			Sh. Kulbir Kadyan Ms. Sushma Sh. Vinod (Assistant) Sh. Sohanpal
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Note:-

1. These duties will be linked with ACR and API.
2. These committees will work with immediate effect.
3. All are further directed to take over the charges from previous In-charges.
4. In case of deputation/transfer of any Convener, the next member of Committee will act as convener.

Dated: 28/05/2025

  
Principal  
Govt. College  
Israna (Punjab) 28/5/2025