

AKAL DEGREE COLLEGE, MASTUANA (SANGRUR)

NOTICE

Date: 26-07-2018

The following committees are constituted for the session 2018-19 :

S.No	<u>Name of the Committee/Cell</u>	<u>Objectives</u>	<u>Signature</u>
1)	<u>Internal Quality Assurance Cell (IQAC)</u>		
i	Mr. Surmukh Singh Dhanoa, Co-ordinator	<ul style="list-style-type: none"> ➤ To Discuss & resolve Major Issues of the college, ➤ To make suggestions for smooth functioning of the College, ➤ To frame the policies for overall development and admission process. 	
ii	Mr. Harmandar Singh, Member		
iii	Dr. Jagdeep Kaur, Member		
iv	Dr. Sarika Jain, Member		
v	Dr. Nirp Jeet Singh, Member		
vi	Mr. Joginder Singh, Member		
vii	Mr. Manpreet Singh Gill, Member		
viii	Mr. Harjinder Singh, Member		
ix	Mr. Anish Soni, Member		
x	Mr. Amrinder Singh, Member Sec.		
xi	Mr. Hardev Singh, Supdt. Office		
xii	Mr. Lakhwinder Singh, Supdt. A/c		
xiii	Mr. Jaswant Singh Khaira, Secretary Managing Committee		
xiv	Dr. (Capt.) Bhupinder Singh Punia		
xv	Dr. Jasbir Aulakh, (Alumni)		
xvi	Mr. Rajinder Singh (Alumni)		
xvii	Mr. Ghanshyam Kansal (Ind.)		
xviii	Dr. Shivani Thakar (Pbi. Uni. Pta)		

2)	<u>U. G. C. Committee</u>		<u>Signature</u>
A)	<u>Documentation Incharge</u>		
i	Dr. Sarika Jain	<ul style="list-style-type: none"> ➤ To keep updated about the U.G.C Notifications & apply for the applicable schemes for the college, ➤ To manage the sanctioned funds & execute the sanctioned schemes properly & timely. 	
B)	<u>Execution Incharge</u>		
i	Prof. Manpreet Singh Gill		
C)	<u>Members</u>		
i	Dr. Nirp Jeet Singh		
ii	Prof. Amrinder Singh		
iii	S. Lakhwinder Singh (Assistant)		

3) <u>Student/Youth Welfare Committee</u>		<u>Signature</u>
i	Dr. Sarika Jain (Con.)	➤ To aware the students about the various welfare schemes for the betterment & overall development of the students.
ii	Dr. Nirp Jeet Singh	
iii	Prof. Balwinder Kaur	
iv	Prof. Amrinder Singh	
v	Prof. Major Singh	

4) <u>Time - Table Committee</u>		<u>Signature</u>
i	Dr. Nirp Jeet Singh (Con.)	➤ To prepare the Time-table as per Punjabi University/ D.P.I/ P.S.E.B rules & regulations,
ii	Prof. Surmukh Singh	
iii	Prof. Rakesh Jain	
iv	Prof. Manpreet Singh Gill	

5) <u>Sports Committee</u>		<u>Signature</u>
i	Prof. Sukhjeet Singh (Con.)	➤ To give attention towards sports activities, facilities provided & requirements of the sports persons.
ii	Dr. Nirp Jeet Singh	
iii	Prof. Balwinder Kaur Khaira	
iv	Prof. Manpreet Singh Gill	
v	S. Sandeep Singh (Assistant)	

6) <u>Library Advisory Committee</u>		<u>Signature</u>
i	Dr. Nirp Jeet Singh (Con.)	➤ To give attention towards up-gradation of library facilities, ➤ To create congenial atmosphere for the students. ➤ To encourage the students & teachers to utilize the library resources.
ii	Prof. Surmukh Singh Dhanoa	
iii	Prof. Jaswinder Singh	
iv	Prof. Rakesh Jain	
v	Prof. Manpreet Singh Gill	
vi	Dr. Bhupinder Kaur (Chemistry)	
vii	Dr. Bhupinder Kaur (Physics)	
viii	S. Gurpreet Singh (Assistant)	

7) <u>House Examinations Committee</u>		<u>Signature</u>
i	Prof. Balwinder K Khaira (Reg.)	➤ To make the arrangements for the smooth conduct of Mid Semester Exams & University Exam.
ii	Prof. Amrinder Singh (Dy.Reg.)	
iii	Prof. Harjinder Singh (Dy.Reg.)	
iv	S. Narinder Singh (Assistant)	

8)	<u>Building Maintenance & Campus Beautification Comm.</u>		<u>Signature</u>	
i	Prof. Surmukh Singh (Con.)	➤ To make regular inspections and ensure the proper maintenance & safety of the building.		
ii	Dr. Gurmail Kaur			
iii	Prof. Manpreet Singh Gill			
iv	Prof. Harjinder Singh			
v	S. Satnam Singh Damdami (Asstt)		➤ To make efforts for the campus beautification.	
vi	S. Manjit Singh (Assistant)			

9)	<u>Anti- Ragging Committee</u>		<u>Signature</u>
i	Prof. Joginder Singh (Con.)	➤ To follow & implement all the rules & regulation about anti - ragging laid down by U.G.C/AICTE	
ii	Dr. Sarika Jain		
iii	Prof. Rakesh Jain		
iv	Dr. Jai Devi		

10)	<u>Tutorial's Committee</u>		<u>Signature</u>
i	Prof. Harmandar Singh (Sr. Tutor)	➤ To form the tutorial groups & co-ordiante them.	
ii	Dr. Jagdeep Kaur (Add.Tutor)		

11)	<u>Discipline Committee</u>		<u>Signature</u>
i	Prof. Harmandar Singh (Con.)	➤ To maintain the discipline in the college campus. ➤ To frame the policy for punishing the students found guilty. ➤ To restrict un-necessary movements of the students in the college campus & ensure the attendance of the students in the classes.	
ii	Dr. Gurmail Kaur		
iii	Dr. Nirp Jeet Singh		
iv	Prof. Surmukh Singh Dhanoa		
v	Prof. Manpreet Singh Gill		
vi	Prof. Sukhjeet Singh		
vii	Dr. Bhupinder Kaur (Physics)		
viii	S. Satnam Singh Damdami		
ix	S. Balbir Singh (SLA)		
x	S. Lakhwinder Singh (Supdt.)		

14)	<u>Girls Hostel Committee</u>		<u>Signature</u>
i	Prof. Balwinder Kaur (Con.)	➤ To resolve the issues of the girls students residing in the hostel.	
ii	Dr. Sarika Jain		
iii	Dr. Harminder Kaur		

16)	<u>College Magazine Committee</u>		<u>Signature</u>
i	Dr. Nirp Jeet Singh (Chief Editor)	➤ To collect the information & publish it in the college magazine.	
ii	Dr. Sarika Jain (Managing Editor)		
iii	Prof. Harjinder Singh (Mg Editor)		

17)	<u>Purchase Committee</u>		<u>Signature</u>
i	Prof. Surmukh Singh (Con.)	➤ To co-ordinate among various departments for purchase of required articles.	
ii	Dr. Nirp Jeet Singh		
iii	Prof. Amrinder Singh		
iv	S. Hardev Singh		

18)	<u>Alumni Association Office Bearers</u>		<u>Signature</u>
i	Prof. Harjinder Singh (Gen Sec.)	➤ To get the Asso. registered & conduct the election for new office bearers.	
ii	Prof. Manpreet S Gill (Treasurer)		
iii	S. Satnam S. Damdami (Press Sec.)		

19)	<u>Grievance - Redressal Cell for Staff</u>		<u>Signature</u>
i	Prof. Harmandar Singh (Con.)	➤ To address the grievances & ensure the satisfaction of the employee for conducive environment.	
ii	Dr. Sarika Jain		
iii	Dr. Gurmail Kaur		
iv	Prof. Amrinder Singh		

20)	<u>Grievance - Redressal Cell for Students</u>		<u>Signature</u>
i	Prof. Manpreet Singh Gill(Con.)	➤ To address the grievances of the students & motivate them to maintain discipline in the college	
ii	Dr. Jagdeep Kaur		
iii	Dr. Nirp Jeet Singh		
iv	Prof. Surmukh Singh Dhanoa		
v	Prof. Rakesh Jain		

21)	<u>Equal Opportunity Cell</u>		<u>Signature</u>
i	Prof. Surmukh S. Dhanoa (Con.)	➤ To aware the under-privileged students about their rights and other welfare schemes.	
ii	Prof. Veerpal Kaur		
iii	Prof. Kuljit Singh		
iv	Prof. Kamaljit Kaur		

22)	<u>Annual In-House Academic Calendar</u>		<u>Signature</u>
i	Prof. Balwinder Kaur (Con.)	➤ To prepare the academic calendar for the current & coming session.	
ii	Prof. Amrinder Singh		
iii	Prof. Harjinder Singh		

23)	<u>Student Council cum PTA</u>		<u>Signature</u>
i	Dr. Jagdeep Kaur (Con.)	➤ To form a student council & PTA so as to encourage the stakeholders of the college to actively participate in policy framework.	
ii	Prof. Jaswinder Singh		
iii	Dr. Bhpinder Kaur (Chem)		
iv	Prof. Rakesh Jain		
v	Prof. Manpreet Singh Gill		
vi	Student & Parents Representatives		

24)	<u>Student Welfare Schemes Incharges</u>		<u>Signature</u>
A.	<u>SC Students Scholarships</u>	➤ To ensure the proper implementation of concerned Scholarship schemes.	
	Prof. Kuljit Singh		
B.	<u>Minority & BC Scholarships</u>		
	Prof. Jai Devi		

25)	<u>N.S.S. & Red Ribbon Club- Incharges</u>		<u>Signature</u>
i	Prof. Joginder Singh (<i>Boys</i>)	➤ To conduct various NSS activities	
ii	Prof. Kamaljeet Kaur (<i>Girls</i>)		

26)	<u>N.C.C.</u>		<u>Signature</u>
i	Prof. Raman Kumar (Care-Taker & Co-ordinator Swachh Bharat)	➤ To conduct various NCC activities & programmes for the Success of Swachh Bharat Mission.	
ii	S. Manjeet Singh (Assistant)		

27)	<u>Internal Complaint Committee(ICC)</u>		<u>Signature</u>
i.	Dr. Sarika Jain (Coordinator)	➤ To work for the empowerment of women and to protect them from any kind of harassment.	
ii	Dr. Jagdeep Kaur		
iii	Dr. Gurmail Kaur		
iv	Dr. Jai Devi		
v	Ms. Jashandeep Kaur		

28)	<u>Computer Resource Centre Committee</u>		<u>Signature</u>
i	Prof. Manpreet Singh Gill (Con.)	➤ To maintain & update the computer cum network resource centre.	
ii	Dr. Nirp Jeet Singh		
iii	S. Gurpreet Singh (Tech. Asstt.)		
iv	S. Harpal Singh (N/w Admin)		

29)	<u>Capability Enhancement Schemes Committee</u>		<u>Signature</u>
i	Dr. Sarika Jain (Co-ordinator & Incharge Career Counselling Cell)		
ii	Prof. Sukhjeet Singh (Incharge- Yoga & Meditation Centre)		
iii	Prof. Raman Kumar (Incharge- Personal Counselling)		
iv	Dr. Bhupinder Kaur, Physics (Incharge- Placement & Feedback)		
v)	Prof. Manisha Rani (Incharge- Language Lab)		
vi)	Dr. Varinder Kaur (Incharge- Bridge Courses)		
vii)	Prof. Rajni (Incharge-Remedial Coaching)		

30)	<u>Incharge Legal Literacy Club</u>		<u>Signature</u>
	Prof. Rakesh Jain		

31)	<u>Incharge Eco Club</u>		<u>Signature</u>
	Dr. Bhupinder Kaur (Physics)		

32)	<u>Incharge Guru Gobind Singh Study Circle</u>		<u>Signature</u>
	Prof. Rijban Kaur		

33)	<u>College Website Incharge</u>		<u>Signature</u>
	Prof. Anish Soni		

34)	<u>College Prospectus Incharge</u>		<u>Signature</u>
	Dr. Sarika Jain		

35)	<u>P.R.O & Incharge Value-Added Courses</u>		<u>Signature</u>
	Prof. Harjinder Singh		

36)	<u>Stock Maintenance Incharge</u>	<u>Signature</u>
	Prof. Jaswinder Singh	
37)	<u>Transport Incharge</u>	<u>Signature</u>
	Prof. Harjinder Singh	
38)	<u>Income Tax Affairs Incharge</u>	<u>Signature</u>
	Prof. Rakesh Jain	
39)	<u>AISHE Incharge</u>	<u>Signature</u>
	Prof. Harjinder Kaur (Comp.)	
40)	<u>Vocation Courses- Co-ordinator</u>	<u>Signature</u>
	Prof. Amrinder Singh (Comp.)	
41)	<u>Staff Secretary</u>	<u>Signature</u>
	Prof. Balwinder Kaur Khaira	

(Principal)