



Sat Jinda Kalyana College, Kalanaur

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NAAC ACCREDITATION -2022 Cycle 3

CRITERION 2

Teaching-Learning and Evaluation

2.5.2 Mechanism to deal with internal examination related grievances is transparent time-bound and efficient

Supporting Documents

Submitted to



National Assessment and Accreditation Council

सूचना

दिनांक: 28.09.2019

सभी विद्यार्थियों को सूचित किया जाता है कि Sessional Exam से सम्बन्धित किसी भी प्रकार की समस्या/शिकायत होने पर डॉ. इन्दूपॉल अथवा श्रीमति उर्मिला दलाल से सम्पर्क करें।



(Dr. N.K. Dua)
Principal



Coordinator
IQAC
B.J.K. College, Kalanaur



Principal
Sat Jinda Kalyana College
Kalanaur (Rohtak) Haryana

2.5.2 A 01072019

The duties mentioned against each faculty members shall come into force with immediate effect. Convener/Incharges of various committees are requested to note down the name of faculty members associated with them. Ex-Convener/Incharges are requested to hand over the charge, if any, to new incumbents immediately.

1	College Council (Academic) 1. Ms. Sunita Sachdeva (Co-ordinator) 2. Dr. Indu Pal 3. Dr. R.K.Bhaskar 4. Mrs. Urmila Dalal	8	RUSA/UGC Committee 1. Dr. J.K.Sharma (Convener) 2. Dr. Ritu Lall 3. Sh. Gurvinder Singh 4. Dr. Vikas Kumar 5. Sh. M.S.Sharma
2	IQAC 1. Ms. Sunita Sachdeva (Co-ordinator) 2. Dr. R.K.bhaskar 3. Dr. J.K.Sharma 4. Dr. Sushma Sharma 5. Dr. Ritu Lall (1) Mr Gurbinder Singh 6. Dr. Usha Chawla (ii) Ms Manasa Rai 7. Sh. Sanjay Khitha	9	Library Advisory & Book-Bank Committee 1. Dr. J.K. Sharma (Convener) 2. Dr. Deepa Juneja 3. Dr. Satish Narwal 4. Librarian
3	Purchase Committee 1. Dr. R.K.Bhaskar (Convener) 2. Mrs. Urmila Dalal 3. Dr. Satish Narwal	10	Youth Red Cross & Red Ribbon Club Dr. Shalini Sharma (Counselor) Advisory Committee 1. Dr. Vikas Kumar (NCC) 2. Dr. Deepa Juneja (NCC) 3. Mrs. Poonam Adhlakha (NSS-II) 4. Dr. Satish Narwal (NSS-I)
4	SC/ST & Minority Cell 1. Dr. Mamta Rani (Convener) Advisory Committee 1. Dr. Shalini Sharma 2. Sh. Gurvinder Singh	11	Press/Media 1. Dr. Mamta Rani 2. Dr. Manasa Rai 3. Dr. Umesh Kumar
5	Hospitality Committee 1. Dr. Sushma Sharma 2. Dr. Usha Chawla 3. Ms. Poonam Adhlakha 4. Dr. Umesh Kumar 5. Ms. Payal Gulati 6. Ms. Sonia	12	Youth Festival Mrs. Umila Dalal (Convener) 1. Dr. J.K.Sharma (Symposium, 2. Dr. Shalini Sharma Debate/Poetry, 3. Dr. Manasa Rai English) 4. Dr. J.K.Sharma Debate(Hindi) 5. Dr. Vikas Kumar 6. Dr. Shalini Sharma (Skit/Mime) 7. Dr. Satish Narwal Harish Chander 8. Dr. Mamta Rani (Poetry Haryanvi) 9. Dr. Usha Chawla (Poetry Hindi) 10. Dr. Vikas Kumar 11. Dr. Usha Chawla (Poetry Urdu) 12. Dr. Ritu Lall 13. Dr. Mamta Rani 14. Dr. Deepa Juneja 15. Dr. Umesh Kumar (Shalokacharan/ Declamation-Skt 16. Sh. Gurvinder Singh (Punjabi Poetry)
6	College Dispensary/First Aid 1. Dr. Sushma Sharma 2. Sh. Gurvinder Singh 3. Mrs. Poonam Adhlkaha		
7	College Magazine Committee 1. Dr. Usha Chawla (Chief Editor) 2. Dr. Ritu Lall 3. Dr. Shalini Sharma 4. Dr. Vikas Kumar 5. Dr. Deepa Juneja 6. Dr. Umesh Kumar 7. Ms. Sonia		

13	Building, Committee & Beautification of Camp us	24	Extra Co-Curriculum Activities
	1. Dr. Indu Pal (Convener) 2. Dr. J.K.Sharma 3. Dr. Satish Narwal		1. Dr. Indu Pal 2. Mrs. Urmil Dalal 3. Dr. Shalini Sharma
14	Shamiana & Seating Arrangement Committee	25	NSS Officer
	1. Dr. J.K. Sharma (Convner) 2. Dr. Satish Narwal 3. Mr. Harish Chander 4. Ms. Sonia		1. Dr. Satish Narwal (Boys Unit-I) 2. Mrs. Poonam Adhlakha (Gils Unit-II)
15	NCC Officer	26	N.S.S.Advisory Committee
	1. Dr. Vikas Kumar (Boys Unit) ANO 2. Dr. Deepa Juneja (Girls Incharge)		1. Dr. Usha Chawla (Convener) 2. Dr. Mamta Rani 3. Mrs. Poonam Adhlakha 4. Dr. Satish Narwal
16	Allumni	27	Personality Development & Counselling Cell
	1. Dr. Ritu Lall (Convener) 2. Dr. Deepa Juneja 3. Dr. Umesh Kumar		Ms. Sunita Sachdeva
17	P.T.M	28	Grievance Cell
	1. Dr. Sushma Sharma (Convener) 2. Dr. Umesh Kumar 3. Ms. Payal gulati		1. Ms. Sunita Sachdeva 2. Dr. Indu Pal 3. Dr. R.K.Bhsakar 4. Ms. Arpeeta
18	Legal Literacy Cell	29	Discipline Committee
	1. Dr. Vikas Kumar (Convener) 2. Dr. Satish Narwal 3. Dr. Suman		1. Ms. Sunita Sachdeva (Convener) 2. Dr. R.K.Bhaskar 3. Mrs. Urmila Dalal 4. Dr. Shalini Sharma 5. Dr. Mamta Rani 6. Dr. Satish Narwal 7. Dr. Suman 8. Sh. Harish Chander 9. D.P.E.
19	Bursar	30	Prospectus Committee
	Sh. Gurvinder Singh		1. Dr. Shalini Sharma (Convener) 2. Dr. Vikas Kumar 3. Dr. Manasa Rai
20	NAAC COMMITTEE	31	Fee Concession Committee
	1. Dr. R.K.Bhaskar (Convener) 2. Dr. Ritu Lall 3. Dr. Shalini Sharma 4. Sh. Gurvinder Singh 5. Dr. Mamta Rani		1. Dr. R.K.Bhaskar 2. Dr. Usha Chawla 3. Dr. Vikas Kumar
21	House Exam Cell	32	Canteen Committee
	1. Dr. Indu Pal 2. Mrs. Urmil Dalal		1. Mrs. Urmila Dalal 2. Sh. Satish Kumar 3. Dr. Umesh Kumar
22	Women Cell & Sexual Harassment Cell	33	Time Table Committee & EDUSAT
	1. Dr. Ritu Lall (Convener) 2. Dr. Usha Chawla 3. Sh. Gurvinder Singh 4. Dr. Mamta Rani 5. Dr. Umesh Kumar		1. Mrs. Urmila Dalal 2. Ms. Sonia
23	Income Tax		
	1. Dr. R.K.Bhaskar 2. Mrs. Poonam Adhlakha		

34	Earn While You Learn 1. Dr. Sushma Sharma 2. Dr. Suman 3. Ms. Payal Gulati	43	Sports & Gym Advisory Committee 1. Dr. Deepa Juneja 2. Dr. Umesh Kumar 3. D.P.E.
35	Environmental Club 1. Dr. Usha Chawla 2. Mrs. Poonam Adhlakha 3. Dr. Satish Narwal	44	Employment/Placement/Information Cell 1. Dr. Deepa Juneja 2. Dr. Satish Narwal 3. Dr. Manasa Rai
36	A.S.P.I.O 1. Dr. Sushma Sharma 2. Sh. M.S.Sharma	45	Stage Secretary 1. Dr. Indu Pal 2. Dr. Shalini Sharma 3. Dr. Vikas Kumar 4. Mrs. Poonam Adhlakha
37	Decoration Committee 1. Dr. Shalini Sharma 2. Dr. Mamta Rani 3. Dr. Satish Narwal 4. Dr. Suman 5. Mrs. Yogita	46	Planning Board 1. Ms. Sunita Sachdeva (IQAC Coordinator) 2. Dr. R.K.Bhaskar (NAAC Coordinator) 3. Dr. J.K.Sharma (UGC/Rusa Coordinator) 4. Sh. Gurvinder Singh (Bursar) 5. Sh. M.S.Sharma (Hc/Acctt.)
38	Photography 1. Dr. Usha Chawla 2. Mrs. Poonam Adhlakha 3. Dr. Umesh Kumar	47	Website 1. Dr. Manasa Rai 2. Ms. Nisha Rani 3. Ms. Sonia
39	Anti Corruption 1. Sh. Gurvinder Singh 2. Dr. Vikas Kumar 3. Dr. Manasa Rai	48	Road Safety Club 1. Dr. Deepa Juneja (Incharge) 2. Mrs. Poonam Adhlakha 3. Dr. Satish Narwal 4. Ms. Payal Gulati
40	Voter Awareness 1. Dr. Sushma Sharma 2. Dr. Satish Narwal 3. Mrs. Yogita	49	Out reach Programme 1. Dr. Indu Pal 2. Dr.J.K.Sharma 3. Dr. Ritu Lall
41	NODAL Officer PRAN 1 Dr. Deepa Juneja		Advisory Committee 1. Mrs.Shalini Sharma (YRC Counsellor) 2. Dr. Vikas Kumar (NCC Officer Boys) 3. Dr. Deepa Juneja (NCC Officer Girls) 4. Dr. Satish Narwal (NSS Officer Boys) 5. Mrs. Poonam Adhlakha (NSS Officer Girls)
42	Online Admission 1. Dr. R.K.Bhaskar-Nodal Officer 2. Dr. Manasa Rai 3. Sh. Sanjay Kumar-Clerk 4. Sh. Naresh Kumar-Clerk	51	Lesson Plan. <i>Review Committee</i> 1. Ms. Sunita Sachdeva (Convener) 2. Mrs. Urmila Dalal 3. Dr. J.K.Sharma
50	Entrepreneurship Development Club (EDC) 1. Dr. R.,K.Bhaskar 2. Mrs. Urmil Dalal 3. Sh. Gurvinder Singh 4. Dr. Vikas Kumar 5. Dr. Deepa Juneja 6. Dr. Manasa Rai	52	Printing Committee 1. Dr. Indu Pal (Convener) 2. Dr. Shalini Sharma 3. Sh. Gurvinder Singh 4. Dr. Vikas Kumar

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