


6.1.1 Participative Management

- (a) Staff Council Committees as platform for participative management
- (b) IQAC as platform for decentralized governance
- (c) Departmental committees as platform for participative management

STAFF COUNCIL AS PLATFORM FOR PARTICIPATIVE MANAGEMENT

Extension of Staff Council Committees

 Shivaji College <shivajicollege.ac@gmail.com> Mon, 16 Mar, 2020 at 3:11 pm ★

To: neena wadehra, rashmi wardhan, malik darshan, renu baweja, sunita_itd and 222 more...

Dear All,

A meeting of Convenors of various Committees was held in the Committee room at 11:30 am on 16.03.2020.

The following decisions were taken:-

1. It was decided to extend all Staff Council Committees for one month.
2. All activities of the College should be held under IQAC, both academic and extra curricular.
3. In each semester, one week would be dedicated to hold various departmental activities which would be decided and approved by Academic Convenors at the beginning of the session.
4. If the situation of COVID-19 improves, the audit & result analysis of departments will start from next week.
5. It was decided that the Garden Committee will keep the Lawns open for students. Certain restrictions may be imposed for the maintenance as and when required.

Thanks,
Dr. Shiv Kumar Sahdev
Acting Principal

STAFF COUNCIL COMMITTEES

2019-20 extended the same in 2020-2021 due to COVID pandemic

ADMISSION COMMITTEE

Admission Convenor:
Co-Convenor

Dr. Virender Bhardwaj
Dr. Shilpi Verma
Dr. Nand Gopal Giri
Dr. Divya Madan

Admission In-charge

1. B.A(Programme)

Dr. V.P.S. Malik
Ms. Anshu Chopra
Dr. Sukhram

2. B.Sc.(Programme)

a) Life Science

Dr. Misha Yadav
Dr. Deepika Yadav

b) Physical Science

Ms. Bharti
Dr. Rajni Kanojia

c) APS

Mr. Rakesh Yadav
Mr. Uttam Kumar Sinha

3. B.Com Programme

Dr. Rajinder Singh

4. Honours Courses

All teachers-in-charge will do the admission for their respective departments

Attested by the Principal,
Shivaji College (University of Delhi)



कार्यवाहक प्राचार्य / Officiating Principal
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Raja Garden, New Delhi-110027

Teacher In-Charge for Session 2019-20

S.No.	Department	Name of Teacher
1	Biochemistry	Dr. Rashmi Wardhan
2	Botany	Dr. Kiran Bamel
3	Chemistry	Dr. Prasanta Kumar Sahu
4	Commerce	Dr. Ramesh Kumar Malik
5	Computer Science	Mr. Rakesh Yadav
6	Economics	Ms. Bhumika Bhavnani
7	English	Dr. Chakpram Priyanka
8	Geography	Dr. B.S. Dahiya
9	Hindi	Dr. Darshan Pandey
10	History	Dr. Amarjiva Lochan
11	Mathematics	Dr. Neetu Rani
12	Physical Education	Mr. Gaurav Goel
13	Physics	Dr. S.K. Yadav
14	Political Science	Dr. Dinesh Yadav
15	Sanskrit	Dr. Rajneesh
16	Zoology	Dr. Sunita Gupta
17	BBE	Ms. Urvashi Sahitya

Attested by the Principal,
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Shivaji

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- 1. General Counseling:** Dr. Poonam Singh (Convenor)
Dr. Neena Khanna
Dr. Rabi Narayan
- 2. Grievance Cell:** Dr. Sonali Garg (Convenor)
Dr. Rahul Singhal
Dr. Deepika Yadav
- 3. SC, ST & OBC Counselling:** Dr. Rajesh Kumar (Convenor)
Dr. Vikas
Dr. Mamta
Dr. Raj Kumari
Mr. Jitendra Singh
Mr. Manish Meena
- 4. North East Counselling** Dr. L. Gitarani Devi (Convenor)
Dr. Umeshkanta
Dr. Anjaiah Sundu
- 5. PWD Counselling:** Mr. Ramesh Malik
Dr. Rajneesh
Dr. Vikas


**STAFF COUNCIL COMMITTEES
2019-20**

- 1. General Purchase Committee**
Dr. Darshan Malik (Convenor)
Dr. P.K. Sahu
Mr. Gaurav Goel
Dr. Jayita Thakur
Dr. Kiran Bamel

Ex Officio Member: Bursar: Dr. Kumari Priyanka

Ex Officio Member: Convenor Development Committee – Dr. A.K. Shukla

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2. Development Committee

Dr. A. K. Shukla (Convenor)

Mr. Mukesh Kumar Singh

Dr. Nand Gopal Giri

Dr. Manish Sachdeva

Dr. P.K. Sahu

Ex Officio Member: Bursar: Dr. Kumari Priyanka

Ex Officio Member: Convenor Purchase Committee – Dr. Darshan Malik

3. Time Table Committee

Dr. Rashmi Wardhan

Dr. Shama Mitra Chenoy

Dr. Aparna Jain

Dr. Surbhi Madan

Dr. L. Gitarani Devi

Dr. Prabhavati

Dr. Darshan Pandey

Dr. Rajinder Singh

4. Canteen Committee

Dr. Vandana Katoch (Convenor)

Dr. Rajneesh

Dr. Meghraj Meena

Mr. Ashesh Jharwal

Dr. Vandana

5. Library Committee

Dr. Sonali Garg (Convenor)

Dr. Manjula Singh

Dr. Arun Vir Singh

Dr. Raj Kumari

Dr. Kiran Chaudhary

Dr. Mamta

Dr. Manish Sachdeva

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6. **Garden Committee**

Dr. Prabhavathi (Convenor)
Dr. Manjula Singh
Dr. Rajneesh
Dr. Rajni Kanojia
Ms. Bharti

7. **Sports Committee**

Mr. Gaurav Goel (Convenor)
Dr. Neetu Rani
Dr. Poonam Singh
Dr. Jeetendra Aggarwal
Dr. Divya Madaan
Dr. Vikas Sharma

8. **Discipline Committee**

Dr. Anil Aggarwal (Convenor)
Dr. Arun Vir Singh
Dr. Nand Gopal Giri
Dr. Sunita Gupta
Dr. Ramesh Malik
Ms. Bharti
Dr. Sukhram

Ex Officio: Convenor of Student Advisory Committee: Mr. Mukesh Kumar Singh
N.C.C. Incharge(Boys Division) Dr. Rajinder Singh
N.C.C. Incharge(Girls Wing)- Ms. Deepti
N.S.S. Incharge: Dr. Ruchira Dhingra
Sports Incharge: Mr. Guarav Goel.

Attested by the Principal,
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9. Fee Concession Committee

Dr. Mridula Budhraja (Convenor)

Dr. Shiv Kumar Sahdev

Dr. Raj Kumari

Dr. Misha Yadav

Mr. Manish Meena

Ex Officio Member: Bursar: Dr. Kumari Priyanka

10. Placement Cell

Dr. Suman Kharbanda (Convenor)

Dr. Lalita Rana

Dr. Preeti Tewari

Dr. Ruchira

Dr. Rajesh Kumar

Dr. Smita Tripathi

11. Magazine Committee

Dr. Raj Kumari (Convenor)

Dr. Anjali Raman

Dr. Preeti Desodia

Dr. Meghraj Meena

12. Cultural Committee

Ms. Anshu Chopra (Convenor)

Dr. Shiv Kumar Sahdev

Dr. Neena Wadera

Ms. Preeti Sharma

Dr. Khurshid Khan

Dr. Sunita Gupta

Dr. Darshan Pandey

Ms. Iti Dandona

Dr. Nimita Kant

Ms. Bhumika Bhavnani

13. Student Advisory Committee

Mr. Mukesh Kumar Singh (Convenor)

Dr. Khurshid Khan

Dr. Bhaskar Mohan Kandpal

Dr. Misha Yadav

Mr. Uttam Kumar Sinha

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14. Women Development Committee

Dr. Sunita Singh (Convenor)
Dr. Bhaskar Mohan Kandpal
Dr. Kiran Bamel
Dr. Nimita Kant
Dr. Deepika Yadav
Dr. Vijay Kumar
Dr. Pratima
Dr. Mamta
Dr. Kiran Chaudhary
Dr. Prabudhh Kumar Mishra
Dr. Jayita Thakur

15. Anti-Ragging Committee + Anti Ragging Squad


Dr. Poonam Singh (Convenor)
Dr. Dharam Vir Chikara
Dr. Anil Krishan Aggarwal
Dr. Arun Vir Singh
Dr. Ritu Madan

Ex Officio: 1) Convenor, Student Advisory Committee: Mr. Mukesh Kumar Singh
2) N.C.C. In-charge: Dr. Rajinder Singh(Boys Division),
Ms. Deepti (Girls Wing)
3) N.S.S. In-charge: Dr. Ruchira Dhingra
4) Sports In-charge: Mr. Gaurav Goel.

16. Website Committee

Dr. Anuradha Mal (Convenor)
Mr. Rakesh Yadav
Dr. Jitendra Singh
Dr. Shilpi Verma
Dr. Rahul Singhal
Mr. Manish Meena
Dr. L. Geetarani Devi

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Shivaji College (University of Delhi)


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17. Eco Club

Dr. Vijay Kumar (Convenor)
Dr. Preeti Tewari
Dr. Aparna Jain
Dr. Rajni Kanojia
Dr. Rajender Singh (Geography)

18. Internal Assessment Committee

Ms. Iti Dandona (Convenor)
Dr. Vandana Katoch
Dr. Smita Tripathi
Dr. Misha Yadav
Dr. Sukhram
Mr. Jitendra Singh
Dr. Jeetendra Aggarwal

Ex Officio Convenor, Time Table Committee: Dr. Rashmi Wardhan

19. Examination Superintendent

Dr. Babita Gupta
Dr. Manish Kumar Sachdeva
Dr. Vandana Katoch
Dr. Vandana

20. NCC

Boy's Division: Dr. Rajinder Singh
Girl's Wing: Ms. Deepti


21. NSS:

Dr. Ruchira Dhingra (Convenor)
Dr. Khurshid Khan
Dr. Mridula Budhraj
Dr. Rajender Singh (Geography)

22. Remedial Cell

Dr. Rakesh Yadav (Convenor)
Dr. Surbhi Madan
Dr. Anjali Raman
Dr. Ritu Madan
Mr. Ashesh Jharwal

Attested by the Principal,
Shivaji College (University of Delhi)


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23. Entrepreneurship Development Cell

Dr. Tejvir Singh Rana (Convenor)

Dr. Deepti

Dr. Anuradha Mal

Dr. Sunita Singh

Ms. Shivani

24. TEDxShivajicollege

Ms. Anshu Chopra (Convenor)

Ms. Preeti Sharma

Ms. Iti Dandona

25. SPADE

Dr. Prabudhh Kumar Mishra

Ms. Bhumika Bhavnani

Secretary, Staff Council

Dr. Anuradha Mal

**Attested by the Principal,
Shivaji College (University of Delhi)**

Shivani Sandhu

कार्यवाहक प्राचार्य / Officiating Principal
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Minutes of the Staff Council Meeting held on 11th January 2021

1. The minutes of the last Staff Council Committee held on December 16, 2019 were confirmed.

2. Following matters were reported:

- Traditional classroom teaching has been shifted to online mode gradually via using video conferencing apps such as ZOOM/ Google Meet and now 'Microsoft Teams'.
- Stream-wise Academic Conveners were appointed:
 - Dr. Rashmi Wardhan for Science Stream
 - Ms. Anshu Chopra for Commerce Stream
 - Dr. Virender Bhardwaj for Arts Stream
- TICs for B.A Programme, B.Sc. Life Sciences, B.Sc. Physical Sciences with Chemistry, Department of Environmental Studies and Department of Sociology were also appointed:
 - Dr. Anita Kapur for Department of Environmental Studies
 - Dr. Tejbir Singh Rana for B.A Programme Course and Department of Sociology
 - Dr. Mamta for B.Sc. Physical Sciences (with Chemistry)
 - Dr. Anuradha Mal for B.Sc. Programme (Life Sciences)
- Our new TICs took charge of their responsibilities from the first week of May, 2020.
- Further, it was resolved in the TICs Meeting that from now onwards, all the TICs and Committee Conveners will start functioning from the first week of May every year.
- However, all financial matters must be settled by the end of March every year, it implies that no financial transaction shall be made in the month of April.
- Dr. Anita Kapur was appointed as Nodal Officer of the College (in the month of March 2020) for a term of one year.
- Several trainings were conducted by the College to make the teachers and students feel comfortable with this online mode of teaching.
- Dr Shiv Kumar Sahdev emphasized the need for research by faculty and students. He advised the faculty members to write research proposals and apply for research grant to various funding agencies.
- To promote research culture, a College Research Cell (CRC) has been constituted. Dr. Kumari Priyanka has been appointed as Convener of (CRC).
- The Cell conducts several programmes such as seminars, workshops and training sessions and motivates the faculty members to undertake research activities and supervise M.Phil. and Ph.D. programmes.

Attested by the Principal,
Shivaji College (University of Delhi)


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- Invitation for submission of research proposal under the minor research project scheme has also been sent to all our college faculty members.
- The Principal also advised the faculty members to identify at least 4-5 fast slow learners in their class and help them maximize their potential by giving them extra attention.
- An E-Learning Cell has been constituted with the purpose of keeping the faculty and students updated on the latest technological innovations in ICT.
- Ms. Preeti Sharma has been appointed as Convener of the E-Learning Cell.
- The cell hosts various workshops and programmes such as FDPs for teachers and ICT enabled learning for students.
- The cell also organized the training workshops for its teachers and students regarding the use of SPACE and Microsoft Teams Software.
- The College revamped its website and made it more user friendly. It was technically upgraded too.
- Ms. Suman Kharbanda has been appointed as Convener of the College Website Committee.
- A digital academic management platform, Shivaji Platform for Academic Connect and Empowerment 'SPACE' was launched to cater to the present academic needs of students, teachers and administration.
- A Centre for Promotion of Inclusivity has been constituted. It promotes ideas, vision and a space for an inclusive society.
- It also provides a forum – outside the classroom – for deliberating on ideas and praxis that may promote social inclusion.
- Dr Leisangthem Gitarani Devi has been appointed as Convener of the Centre.
- In the wake of the COVID crisis, Shivaji College initiated several measures to alleviate the challenges faced by students, teachers, and staff members.
- An online counselling centre was set up for those students, who were encountering emotions of stress, depression and anxiety during the COVID pandemic.
- A Student Grievance Cell was constituted to address grievances related to examinations and academic activities during COVID-19.
- A HELP GROUP of students was set up by the College to identify their friends and classmates in need of help. The group was headed by our senior faculty members.
- To provide continuity of the teaching-learning process, teachers were oriented with online teaching tools.
- As the whole world continues to struggle with the pandemic situation, an upfront fee waiver, amounting to Rs. 6,350/- was given to all our college students.
- Audio-visual facility is being provided in the College Committee Room, so that online meetings can be held properly and smoothly.
- NAAC Self Study Report (SSR) for 2nd Cycle of Accreditation is due for submission.

Attested by the Principal,
Shivaji College (University of Delhi)

Shivaji Sankar
कार्यवाहक प्राचार्य / Officiating Principal
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- Dr. Rashmi Wardhan has been appointed as Coordinator of the Internal Quality Assurance Cell (IQAC) of Shivaji College.
- Preparations for submission of NAAC Self Study Report (SSR) is underway.
- Our team is engaged in the final stage of preparations and the report will be submitted within a month.
- Dr. Darshan Malik has been appointed as Nodal Officer for submission of National Institute Ranking Framework (NIRF) application.
- Dr. Surbhi Madan has been appointed as Coordinator for submission of application for India Today Group-MDRA Best Colleges ranking 2021.
- 47 teaching staff members of our College were promoted from Stage I to II and 10 teaching staff members from Stage II to III under CAS 2018.
- Applications have also been invited from the faculty members, who were promoted from Stage I to II and are due for promotion from Stage II to Stage III.
- Online Practical and Theory Exams were held smoothly.
- Dr. Manish Kumar Sachdeva was appointed as Nodal Officer for OBE Examination, Dec 2020.
- Dr. Vikas Sharma has been appointed as Convener for evaluation of answer scripts of papers, namely AECC, SEC and Environmental Studies for OBE Examination, Dec 2020.
- The University of Delhi has engaged our College as Central Evaluation Center for the evaluation of Mathematics Paper(s)/ subject (examinations (OBE) held during Nov./ Dec. – 2020).
- Dr. Shilpi Verma has been appointed as Coordinator of the Central Evaluation Centre at Shivaji College (University of Delhi).
- Online Admissions for the Academic Session 2020-21 were conducted smoothly.
- Our College celebrated its 59th Annual Day virtually on Zoom due to COVID-19.
- The College has started celebration of its Diamond Jubilee Year 2020-21 since October 2020.
- It will be celebrated throughout this year. The line-up of the programmes includes seminars, conferences, student competitions, extension and field based activities, cultural events and so on.
- Some webinars have already been organized where various educationalists like Vice-Chancellor of JNU, Vice-Chancellor of Delhi University and Vice-Chancellor of BHU enlightened us.
- Dr. Anuradha Mal has been appointed as Convener of the Diamond Jubilee Committee.
- During the Lockdown and Post Lockdown Period, the college has conducted several online seminars and webinars for the benefits of its students, staff and other stakeholders.
- Academic and Infrastructure Development Works are being carried out. The College will soon get the possession of its new academic block/ building, 'Jijabai Academic Block'.

3. Result analysis of semester Examinations Nov-Dec 2019 was done.

Attested by the Principal,
Shivaji College (University of Delhi)

Shilpi Verma
कार्यवाहक प्राचार्य / Officiating Principal
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4. Admissions of the session 2020-21 were reported.
 5. TICs and committee conveners presented their report
- Meeting ended with thanks to the chair.

IQAC AS PLATFORM FOR DECENTRALIZED GOVERNANCE

Regarding formation of IQAC & NAAC Committees

The screenshot shows an email interface with the following content:

← Back ↶ ↷ → Restore to inbox Move Delete Spam ... Yahoo/Archive ★

Regarding formation of IQAC and NAAC Committee

PRINCIPAL, SHIVAJI COLLEGE <principal@shivaji.du.ac.in> Fri, 12 Jun, 2020 at 9:22 am ★

To: neena wadhra, rashmi wardhan, malik darshan, renu baweja, sunita_jitd and 219 more...

Dear Colleagues,

It is with immense pleasure that I would like to inform my colleagues that our college has been ranked **51st by NIRF** for the year 2020. There are only 29 colleges from Delhi University who have made it to this prestigious list and our college is one of them. It is a matter of great pride for us and I would like to congratulate all my colleagues for the same.

The undersigned would also like to inform that our college will be applying for the second cycle of NAAC assessment and accreditation this year. I request wholehearted contribution and support from all my colleagues for this purpose. The college has constituted an **Internal Quality Assurance Cell** as per the NAAC requirement. The list for the same is attached for reference.

The guidelines for assessment, IQAC Members list and NAAC Committee list is attached for reference. All committee members are requested to go through the guidelines carefully.

Stay Safe Stay Connected!

Thanks and Regards
Dr Shiv Kumar Sahdev
Acting Principal

[Download all attachments as a zip file](#)

MOM Staff Councili...pdf MOM Staff Councili...pdf Staff Council Com...pdf Show all

rch Desktop 13°C Sunny 11:47 AM 1/12/2020

Composition of IQAC

Chairperson

Dr Shiv Kumar Sahdev, Principal, Shivaji College, DU

Coordinator of IQAC

Dr Rashmi Wardhan, Associate Professor, Department of Bio-Chemistry

Member, Management

Chairman, Governing Body

Teachers Representatives

1. Dr. Anita Kapur, Associate Professor, Department of Botany
2. Ms Anshu Chopra, Associate Professor, Department of Economics
3. Ms Preeti Sharma, Associate Professor, Department of Computer Science
4. Ms Suman Kharbanda, Associate Professor, Department of commerce
5. Dr Virender Bhardwaj, Associate Professor, Department of Hindi
6. Dr Aparna Jain, Associate Professor, Department of Mathematics
7. Dr Gita Rani, Assistant Professor, Department of English
8. Dr Jitender Aggarwal, Assistant Professor, Department of Mathematics

Senior Administrative Officers

1. Dr Anuradha Mal (Secretary, Staff Council)
2. Dr Priyanka Kumari (Bursar)
3. Mr Hemant Lamba (Administrative Officer- Admin)
4. Mr Praveen (Administrative officer- Accounts)

Nominee Local Society, Student and Alumnus

1. Dr. Sudhir Sehra, Physician- Local Society
2. Prof. Rakesh K Seth, (Department of Zoology, DU)- Alumnus
3. Ms. Divya Aggarwal, B.Sc(Hons) Botany, SEM IV- Student

Nominee Employers/Industrialist/Stakeholders

1. Prof. Debi Sarkar, Prof Delhi University- Employer
2. Mr. Manoj Yadav, Co Founder Prismberry- Industrialist
3. Mr. Sandeep Kumar, Deputy Director, Ministry of Finance, Government Of India-Parent Stakeholder

Attested by the Principal,
Shivaji College (University of Delhi)



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CO OPTED CORE COMMITTEE MEMBERS FOR NAAC

Name	Department	Email id	Contact No.
Dr. Aeshna Nigam	Zoology	aeshna.nigam@gmail.com	9871905339
Dr. Ankita Dua	Zoology	ankitadua1987@gmail.com	9811234352
Dr. Usha Yadav	Biochemistry	ushayadav1305@gmail.com	9911515411
Ms. Abha Vasal	Comp. Science	abhavasal@yahoo.com	9899480765
Dr. Shilpa Jain	Chemistry	shilpajain.jain4@gmail.com	9213736562
Dr. Uma Narang	Chemistry	umanarang89@gmail.com	9540716971

NAAC COMMITTEES FOR SSR. QUALITY INDICATOR FRAME WORK

Sr. No.	Criteria for Assessment	Key Indicators for Criteria	Teachers Committee	Email Id	Contact No.
1.	Curricular Aspects	1. Curriculum Planning & Implementation	Dr. Surbhi Madaan (Math.) Dr. Jayita Thakur (Biochemistry)	surbhimadan@gmail.com jayita.t@gmail.com	9711140225 9717675282
		2. Academic flexibility	Mrs. Ritu Madaan (English) Dr. Nupur Mondal (Botany)	ritumdan@gmail.com nupur.mondal84@gmail.com	9818230105 8750368798
		3. Curriculum enrichment	Ms. Siamlianvung Hanzo (English) Dr. Usha Yadav (Biochemistry)	grace_hangzo@hotmail.com ushayadav1305@gmail.com	9968289113 9911515411
		4. Feedback System	Dr. V. Prabhavathi (Botany) Dr. Deepika Yadav (Zoology)	prabha5_udsc@yahoo.com dy_277@yahoo.com	9818977807 9873024433
		4. Feedback System	Dr. Parul Kulshreshtha (Zoology) Mr. Nitin Punit (Geography)	parulkuls26@gmail.com nitin.punit@rediffmail.com	9311388857 9810488344

NAAC COMMITTEES FOR SSR. QUALITY INDICATOR FRAME WORK

Sr. No.	Criteria for Assessment	Key Indicators for Criteria	Teachers Committee	Email Id	Contact No.
2.	Teaching Learning and Evaluation	1. Student Enrolment+ Profile	Dr. Aparna Jain (Math) Dr. Preeti Tewari (Geography)	jainaparna@yahoo.com pretewari@yahoo.co.in	9868416665 9810692582
		2. Catering to Student diversity	Dr. Aeshna Nigam (Zoology) Dr. Malvika Singh	aeshna.nigam@gmail.com malvikasingh.du2015@gmail.com	9871905339 9899159618
		3. Teaching learning Process	Dr. Ankita Dua (Zoology) Ms Soni (Mathematics)	ankitadua1987@gmail.com soni.gupta30@gmail.com	9811234352 8527245807
		4. Teaching Profile +Quality	Dr. Misha Yadav (Botany) Dr. Rich Arora (Chemistry)	dr.mishayadav@gmail.com aroraricha007@gmail.com	9871116513 9899336893
		5. Evaluation process	Dr. Divya Madaan (English) Ms. Harmanpreet Kaur (Commerce)	divya.madaan13@gmail.com kaur.harmanpreet01@gmail.com	9971299938 9650748401
		6. Student performance learning, Outcome,	Dr. Shilpa Jain (Chemistry) Ms. Shweta Gautam (Commerce)	shilpajain.jain4@gmail.com shweta.shweta.gautam@gmail.com	9213736562 9899877092
		7. Student outcome survey.	Dr. Kumari Priyanka (Math) Ms. Anubha (Commerce) Dr. Neeti Goel (Physics)	priyanka.ism@gmail.com anubhasaini2007@gmail.com neetigoel@yahoo.com	9968619556 9818715422 9958334804
7. Student outcome survey.	Mr. Bharat Ratnu (Geography) Ms. Supriya Kamna (Commerce)	bharatratnu2010@gmail.com supriya.kamna@gmail.com	9953406263 9953514707		

NAAC COMMITTEES FOR SSR. QUALITY INDICATOR FRAME WORK

Sr. No.	Criteria for Assessment	Key Indicators for Criteria	Teachers Committee	Email Id	Contact No.
			Dr. Sunita Singh (Biochemistry) Dr. Renu Baweja (Biochemistry)	sunita_iitd@yahoo.com renubaweja11@yahoo.com	9811750581 9818192670
3.	Research Innovation and Extension	1. Resource mobilization for research	Dr. Vandana (Math.) Ms. Monika (Commerce)	vandana rajpal.math@gmail.com monikasharma0009@gmail.com	9910926377 9717171499
		2. Innovation Ecosystem	Dr. Kiran Bamel (Botany) Ms. Preeti (English)	kbamel@yahoo.in dpreeti@gmail.com	9871821477 9999515323
		3. Research Publication + Award	Ms. Urvashi Sahitya (BBE) Dr. Uma Narang (Chemistry)	urvashisahitya@gmail.com umanarang89@gmail.com	9891088599 9540716971
		4. Extension activities	Dr. Divya Mohanty (Botany) Dr. Chakpram Priyanka (English)	divyamohanty13@gmail.com priyanka.chakpram@gmail.com	9810848968 8130209595
		5. Collaboration	Ms. Nidhi Tyagi (Physics) Dr. Deepika Yadav (Zoology)	nidhi.tyagi91@yahoo.com dy_277@yahoo.com	9457442152 9873024433

NAAC COMMITTEES FOR SSR. QUALITY INDICATOR FRAME WORK

Sr. No.	Criteria for Assessment	Key Indicators for Criteria	Teachers Committee	Email Id	Contact No.
			Mr. Rakesh Yadav (Comp. Science) Dr. Neetu Rani (Mathematics)	prof.rakesh.yadav@gmail.com neetu.october@gmail.com	9599401614 9899892486
4.	Infrastructure and Learning Resources	1. Physical facility	Dr. Prasanta Kr Sahu (Chemistry) Ms. Amita Handa (Physical Edu.) Ms. Ranu Kanwar (English)	sahup67@gmail.com amita.handa@yahoo.co.in astrranu@gmail.com	9910271844 9810651906 8588042655
		2. Library as learning resource	Dr. Khushid Khan (History) Dr. Sonal (History)	lafz.i.khurshid@gmail.com sonalsingh.jb@gmail.com	9891582019 9650326641
		3. IT Infrastructure	Dr. Shilpi Verma (Math.) Dr. Radheyshyam (Physics)	vermashilpi@yahoo.com irctradhe@gmail.com	9899129886 8750469731
		4. Maintenance and campus Infrastructure	Dr. Smita Tripathi (Botany) Mr. Skand Priya (History)	sm.trip@gmail.com, skand.priya@gmail.com	9540393654 9711094301

NAAC COMMITTEES FOR SSR. QUALITY INDICATOR FRAME WORK

Sr. No.	Criteria for Assessment	Key Indicators for Criteria	Teachers Committee	Email Id	Contact No.
5.	Student Support & Progression	1. Student support	Dr. Jeetendra Aggarwal (Math.) Ms. Shivani Gupta (Economics)	jitenaggarwal@gmail.com shivanisuccess22@yahoo.com	9910845136 9868187508
		2. Student progression	Ms. Vanitha Chadha (Commerce) Ms. Preetika Dhawan (Physics)	vanitha_2182@yahoo.co.in preetikadhawan@yahoo.com	9899030045 9717830897
		3. Student participation + Activity	Ms. Abha Vasal (Comp.Sci.) Dr. Chhavi Sharma (Commerce)	abhavasal@yahoo.com chhavisharmarg@yahoo.co.in	9899480765 9871498375
		4. Alumni Engagement	Dr. Avneet Singh (Physics) Ms. Bhumika Bhavnani (Economics)	singh.avneet89@gmail.com bhumika.hingorani@gmail.com	7838376923 9811047340
			Dr. Darshan Pandey (Hindi) Mr. Manish Kumar Sachdeva (Zoology)	pandey.darshan@rediffmail.com mksachdeva@gmail.com	9891320580 9818602572

NAAC COMMITTEES FOR SSR. QUALITY INDICATOR FRAME WORK

Sr. No.	Criteria for Assessment	Key Indicators for Criteria	Teachers Committee	Email Id	Contact No.
6.	Governance, Leadership & Management	1. Institutional vision leadership	Ms. Iti Dandona (Economics) Dr. L. Gitarani Devi	itisaurabh@yahoo.co.in git_leisa@yahoo.com	9899316166 9971129735
		2. Strategy development + Deployment	Ms. Vineeta (Commerce) Dr. Antara Bhatia (English)	yadavvineeta2@gmail.com antra.bhatia@gmail.com	9891097368 9619797540
		3. Faculty Empowerment strategies	Ms. Bharti (Physics) Ms. Meenakshi Yadav (English)	bhartibaniwal9@gmail.com meenakshi690yadav@gmail.com	9818999997 9811665882
		4. Finance Management + Resource mobilization	Ms. Sonali Garg (English) Ms. Priyanka Kumari (Chemistry)	g.sonali36@yahoo.in priyanka.dhaka1985@gmail.com	9971425520 9999311897
		5. Internal IQAS	Dr. Babita Gupta (Math.) Ms. Kiran Chaudhary (Commerce)	babita.gupta@hotmail.com chdhrykiran@yahoo.co.in	9968292411 9650998578
			Dr. Umeshkanta Singh (Physics) Dr. Rahul Singhal (Chemistry)	umeshkanta@gmail.com rahulsinghalchem@gmail.com	7727029192 9811147676

NAAC COMMITTEES FOR SSR. QUALITY INDICATOR FRAME WORK

Sr. No.	Criteria for Assessment	Key Indicators for Criteria	Teachers Committee	Email Id	Contact No.
7.	Institutional Value and Best Practice	1. Institutional value + social responsibility	Ms. Parul Behl (BBE) Ms. Priyanka (Economics)	parul21behl@gmail.com priyankajnu16@gmail.com	9818096963 9013567107
		2. Best Practices	Dr. Ashwani Sharma (EVS) Dr. Virat (EVS)	ashwani.envis@gmail.com jollivirat@gmail.com	9871377211 9871781351
		3. Institutional distinguish	Dr. Pallavi Aggarwal (Chemistry) Ms. Khushboo Soni (English)	pallaviagarwal66@gmail.com khushboo.soni.1992@gmail.com	9971200330 8595245089

DEPARTMENTAL COMMITTEES AS PLATFORM FOR PARTICIPATIVE MANAGEMENT 2020-2021

Work Distribution (2020-2021)

Department of Business Economics

1. Orientation Day: All teachers
2. IQAC: All Teachers
3. Time Table: Iti Dandona, Urvashi Sahitya
4. Workload: Iti Dandona, Urvashi Sahitya
5. Academic Calendar: Parul Behl, Aditi
6. Department Festival: All teachers
7. Workshops & Seminars: All Teachers
8. Library work/weeding out of books: Parul Behl, Jasmine
9. Result Analysis: Parul(Sem5), Aditi (Sem 3), Jasmine (Sem 1)
10. Uploading of IA/ Diary : Jasmine, Aditi
11. Signing of IA sheets: Jasmine, Aditi
12. Admission: All teachers on rotation basis
13. Write Ups/Reports: Urvashi Sahitya, Aditi
14. Minutes : Parul Behl, Jasmine
15. Student Funds / General Finance : Urvashi Sahitya, Parul Behl
16. Website & Social Media: Urvashi Sahitya, Aditi
17. Weekly Report: iti Dandona, Urvashi Sahitya
18. PG Students: Jasmine Sem 3 & Parul behl Sem 5
19. NAAC: All Teachers
20. Academic Performance updation: Aditi
21. Mentor-Mentee Monitoring of minutes: Iti Dandona & Parul Behl

Iti Dandona

Urvashi Sahitya
Parul Behl

Shivaji College, University of Delhi
Department of Biochemistry
Departmental Committees for the Academic Session 2020-2021

S. No.	RESPONSIBILITY	FACULTY
1.	Laboratory Skill Workshop	Dr. Neena R Wadehra Dr. Rashmi Wardhan Dr. Darshan Malik Dr. Jayita Thakur Dr. Renu Baweja Dr. Sunita Singh Dr. Usha Yadav
2.	Lecture Series	Dr. Darshan Malik
3.	Biochemistry festival/symposium/conference	Dr. Neena R Wadehra Dr. Rashmi Wardhan Dr. Darshan Malik Dr. Jayita Thakur Dr. Renu Baweja Dr. Sunita Singh Dr. Usha Yadav
4.	Educational Trip	Dr. Neena R Wadehra Dr. Rashmi Wardhan Dr. Jayita Thakur Dr. Renu Baweja Dr. Sunita Singh
5.	Summer Training	Dr. Jayita Thakur Dr. Renu Baweja Dr. Sunita Singh Dr. Usha Yadav
6.	IPR Awareness Programme	Dr. Sunita Singh
7.	DST Inspire Internship Camp	Dr. Sunita Singh
8.	Alumni Meet	Dr. Neena R Wadehra Dr. Rashmi Wardhan Dr. Darshan Malik Dr. Sunita Singh
9.	Moderation Committee	TIC (Previous, Present, Future)
10.	Laboratory maintenance	TIC (Previous, Present, Future)
11.	Purchase Committee	TIC (Previous, Present, Future)
12.	Time Table Committee	TIC (Previous, Present, Future)

Neena

Renu

Sunita

Usha

Department of Commerce
Department's Committees
2020-21

Committees	Members
Workload	Dr. Rabi Narayan Samantara Dr. Rajinder Singh Ms. Vanitha Chadha
Timetable	Dr. Rajinder Singh Dr. Vanitha Chadha Ms. Manisha Rani Ms. Manisha Ms. Vineeta
Internal Audit	Mrs. Suman Kharbanda Dr. Ramesh Malik Dr. Rajinder Singh Dr. Kiran Chaudhary Ms. Vanitha Chadha Dr. Anubha Ms. Shweta Ms. Harmanpreet Kaur
Communication and Data Integration	Mr. Rajesh Kumar Ms. Manisha Mr. Ritesh Bansal Ms. Jyoti Yadav
Accounting Work	Ms. Monika Ms. Supriya Kamna Ms. Jyoti
Minutes Writing	Ms. Monika Ms. Shweta
Internal Assessment	Ms. Manisha Rani Ms. Supriya Kamna Dr. Chhavi Mr. Ritesh Bansal
Practicals	Mrs. Suman Kharbanda Dr. Rajinder Singh Ms. Harmanpreet Kaur Dr. Chhavi Sharma
Editorial Board Magazine	Dr. Rabinaryan Samantara Dr. Rajinder Singh Ms. Kiran Chaudhary Ms. Vineeta Ms. Anubha Ms. Manisha Rani Ms. Supriya Kamna
Kaizen	Dr. Ramesh Malik Dr. Rajinder Singh Ms. Manisha Rani Ms. Monika Ms. Shweta

Mom 05 Sep, 2020

Department of Environmental Studies

(Shivaji College)

Formation of Departmental Committees 2020-2021

Semester - I/ II

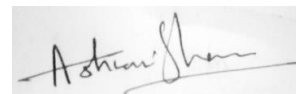
Following Departmental committees have been proposed semester:

1. **Time Table Committee** (preparation of faculty wise time table, distribution of lectures, courses)
2. **Internal Assessment Committee** (coordinating IA related work, moderation of marks etc.)
3. **Academic Program Committee** (to arrange and making necessary arrangements for the proposed field visits, seminar, events etc.)
4. **Paper Recycling Committee** (work related to paper recycling unit and scheduling and conducting training).
5. **Compost Making Committee** (work related to compost machine and scheduling and conducting training).

The faculty members were part of the aforementioned committees, to equal responsibilities (50% -50%) of work getting done.



Dr. Virat Jolli
Assistant Professor
Department of Environmental Studies
Shivaji College
(Univ of Delhi)



Dr. Ashwani Sharma
Assistant Professor
Department of Environmental Studies
Shivaji College
(Univ of Delhi)

Department of History Committees for 2020- 2021

Note: Depending on the situation these committees will work online or offline

The committees are as follows:

- 1. Admission Committee**
- 2. Time- Table Committee + Paper Allocation for younger colleagues if required due to Time – Table constraints**
- 3. Orientation Committee**
- 4. Seminar Lecture 1 Committee**
- 5. National Museum Tour Committee**
- 6. Seminar Lecture 2 Committee**
- 7. Heritage Walk Committee**
- 8. Seminar Lecture 3 Committee**
- 9. Historical Tour (virtual) Committee**
- 10. Film Review and Competitive Programmes Committee**
- 11. Seminar Lecture 4 Committee**
- 12. Mentoring Committee**
- 13. Internal Audit Committee**
- 14. Moderation Committee**
- 15. Records Committee- minutes, reports, pictures of programmes**

P.S. All colleagues are requested to work in all committees while some will have extra responsibility in specified committees

1. Admission Committee: as and when admissions begin

Teacher- in Charge and 2 younger colleagues turn by turn

2. Time- Table Committee + Paper Allocation for younger colleagues if required due to T-Table constraints

Dr. Amarjiva Lochan, Dr. Kundan Kumar, Mr. Skand Priya

3. Orientation Committee

Dr. Khurshid Khan, Dr. Sonal, Mr. Sarvjeet Yadav

4. Seminar Lecture 1 Committee –**September**

Dr. Amarjiva Lochan, Mr. Sarvjeet Yadav, Mr. Dinesh Kataria

5. National Museum Tour (virtual or physical) Committee—**October**

Dr. Amarjiva Lochan, Mr. Skand Priya, Mr. Dinesh Kataria

6. Seminar Lecture 2 Committee—**November**

Mr. Mukesh Kumar Singh, Mr. Skand Priya, Mr. Dinesh Kataria

7. Heritage Walk Committee—**December**

Dr. Shama Mitra Chenoy, Dr. Kundan Kumar, Mr. Skand Priya

8. Seminar Lecture 3 Committee- **January**

Dr. Khurshid Khan, Dr. Sonal, Mr. Dinesh Kataria

9. Historical Tour (virtual) Committee—**February**

Dr. Amarjiva Lochan, Dr. Shama Mitra Chenoy, Mr. Skand Priya, Mr. Dinesh Kataria

10. Film Review and Competitive Programmes Committee- **March**

Dr. Khurshid Khan, Dr. Shama Mitra Chenoy, Dr. Kundan Kumar, Mr. Sarvjeet Yadav

11. Seminar Lecture 4 Committee- **April**

Dr. Shama Mitra Chenoy, Dr. Kundan Kumar, Dr. Sonal

12. Mentoring Committee-

Mr. Sarvjeet Yadav, Dr. Sonal

13. Internal Audit Committee

Teacher- in Charge and all colleagues

14. Moderation Committee

As per rules

15. Records Committee- minutes, reports, pictures of programmes

Mr. Skand Priya, Dr. Sonal

(ANNEXURE-I)
Department of Mathematics
Shivaji College
(University of Delhi)
Committees for Session 2020-21

Work-Load Committee

1. Uttam Kumar Sinha (Convener)
2. Dr. Mridula Budhraj
3. Mr. Jitendra Singh
4. Dr. Neetu Rani
5. Dr. Jeetendra Aggarwal
6. Mr. Satish Kumar

Time-Table Committee

1. Uttam Kumar Sinha (Convener)
2. Mr. Jitendra Singh
3. Mr Manish Kumar Meena
4. Dr. Neetu Rani
5. Dr. Jeetendra Aggarwal

Lab. Committee

1. Dr. Kumari Priyanka (Convener)
2. Ms. Deepti
3. Mr. Ankush Kumar
4. Mr. Mukesh Kumar
5. Ms. Soni

Website Committee

1. Dr. Shilpi Verma (Convener)
2. Dr. Kumari Priyanka
3. Dr. Vandana Rajpal
4. Mr. Ankush Kumar
5. Mr. Nitesh Kumar

Student Advisory and Counselling Committee

1. Mr. Ashesh Kumar Jharwal (Convener)
2. Ms. Deepti (Co-Convener)
3. Mr. Manish Kumar Meena
4. Mr. Mukesh Kumar
5. Ms. Soni

Alumni Committee

1. Dr. Surbhi Madan (Convener)
2. Dr. Babita Gupta
3. Dr. Aparna Jain
4. Mr. Ashesh Kumar Jharwal

Maintenance and Development Committee

1. Dr. Vandana Rajpal (Convener)
2. Dr. Surbhi Madan
3. Dr. Shilpi Verma
4. Mr. Satish Kumar
5. Mr. Nitesh Kumar

Purchase Committee

1. Dr. Mridula Budhraj (Convener)
2. Dr. Neetu Rani
3. Dr. Jeetendra Aggarwal
4. Uttam Kumar Sinha



Uttam Kumar Sinha

(UTTAM KUMAR SINHA)
Department of Mathematics
Shivaji college, DU

Formation of Committees

1. Internal Academic Audit Committee
Members: 1. Dr Himmat Singh Deora
2. Dr Bishnu Satapathy 4. Dr Ravi
3. Dr Kamel Kumar 5. Mr Mohan Kumar
2. Examination Committee
Members: 1. Dr S.S. Rana
2. Dr Ravi
3. Seminar, Workshop and Debate Committee
Members: 1. Dr Malika Singh
2. Dr Deepika
3. Dr. Preeti
4. Moderation Committee
Members: 1. Dr S.S. Rana (convenor)
5. Time-table Committee
Members: 1. Dr. S.S. Rana
2. Dr. Kamel Kumar
6. Workload Committee
Members: 1. Dr. S.S. Rana
2. Dr. Kamel Kumar

7. Library Committee

- Members: 1. Dr. S.S. Rana (Convener)
2. All faculty members

8. Monthly Syllabus covering Report

- Members: 1. Dr. Himmat Singh Deora
2. Dr. Deepika

9. P.G. Students Mentoring Committee

- Members: 1. Dr. Deepika
2. Dr. Amit Kumar

10. Syllabus up-to-date Committee

- Members: 1. Dr. Himmat Singh Deora
2. Dr. Deepika

11. Alumni Committee

- Members: 1. Dr. S.S. Rana
2. Dr. Alka Mudgal
3. Dr. Kamal Kumar

12. Departmental Students Association

- Members: 1. Dr. S.S. Rana
2. Dr. Himmat Singh Deora
3. Dr. Kamal Kumar

13. Student-Activities Committee

- Members: 1. Dr Malika Singh
2. Dr Deepika
3. Dr Preeti

14. Academic Calendar Committee

- Members: 1. Dr Bishnu Satapathy
2. Dr Rani

15. Student-Empowering Academic Committee

- Members: 1. Dr SSRana + Dr Rani (1st year)
2. Dr Alka Mudgal (2nd year)
3. Dr Bishnu Satapathy + Dr Malika Singh (3rd year)

16. Departmental Research Committee

- Members: 1. Dr Bishnu Satapathy
2. Dr Kamal Kumar
3. Dr Rani

17. Result Analysis Committee

- Members: 1. Dr Alka Mudgal
2. Dr Malika Singh
3. Dr Deepika

18. Student Mentoring Committee

- Members: 1. Dr Bishnu Satapathy + Dr Malika Singh (2nd yr)
2. Dr Rani + Dr Kamal Kumar (3rd yr)
3. Dr Alka Mudgal + Dr Himmat Singh Deora (1st yr)

Department of Sanskrit

Shivaji College

University of Delhi

Formation of Department committee

(2020-2021)

Sr. No.	Committee Name	Faculty Name
1	Time Table	Dr. Meghraj Meena
2	Students progression committee	Dr. Rajneesh
3	Alumni committee	Dr. Sukhram
4	Moderation committee	All faculty members
5	Internal Documentation committee	Dr. Ritu Mishra
6	Nishreyash	Dr. Rajneesh
7	Library	Dr. Sukhram



DEPARTMENT OF ZOOLOGY

DEPARTMENT COMMITTEES (Jan-June 2021)

NAME OF COMMITTEE	MEMBERS
LAB MAINTENANCE	Dr. Sunita Gupta <i>Sunita</i> Dr. Deepika Yadav <i>Deepika Yadav</i> Ms. Nimita Kant <i>Nimita Kant</i> Mr. Manish K. Sachdeva <i>MSachdeva</i>
MUSEUM UPKEEP	Dr. Aeshna Nigam <i>Aeshna Nigam</i> Dr. Ankita Dua <i>Ankita Dua</i>
PURCHASE	Dr. Sunita Gupta <i>Sunita</i> Dr. Deepika Yadav <i>Deepika Yadav</i> Ms. Nimita Kant <i>Nimita Kant</i> Mr. Manish K. Sachdeva <i>MSachdeva</i>
EDUCATIONAL EXCURSION	All concerned teachers
MODERATION	Dr. Sunita Gupta (Previous TIC) <i>Sunita</i> Dr. Deepika Yadav (Present TIC) <i>Deepika Yadav</i> Ms. Nimita Kant (Future TIC) <i>Nimita Kant</i>
INTERNAL ASSESSMENT	Dr. Jitendra K. Chaudhary <i>JK Chaudhary</i> Dr. Rakesh Roshan <i>Rakesh</i>
DEPARTMENTAL SOCIETY	All members of Department

Deepika Yadav
23rd Dec 2020
Dr. Deepika Yadav
T.I.C.

Aeshna Nigam *Nidhi* *Ankita Dua*
Jitendra K. Chaudhary *Sunita* *Nimita Kant*
Rakesh Roshan *JK Chaudhary* *Rakesh*