

## Teacher In-Charge for Session 2015-16

<b>Sr. No.</b>	<b>Department</b>	<b>Name of Teacher</b>
1	Biochemistry	Dr.Renu Baweja
2	Botany	Dr. Vijay Kumar
3	Chemistry	Dr. Rahul Singhal
4	Commerce	Ms. Usha Sharda
5	Computer Science	Mr. Rakesh Yadav
6	Economics	Ms. Mamta Datt
7	English	Ms. Sonali Garg
8	Geography	Dr. T.S. Rana
9	Hindi	Dr. Usha Kanta Chaturvedi
10	History	Dr. Shama Mitra Chenoy
11	Mathematics	Dr. Vandana Rajpal
12	Physical Education	Mr. Gaurav Goel
13	Physics	Dr. Bharti
14	Political Science	Dr. S.S. Rana
15	Sanskrit	Dr. Megh Raj Meena
16	Sociology	Ms. Neena Malhotra
17	Zoology	Dr. Sunita Gupta

**ADMISSION COMMITTEES: FOR THE YEAR  
2015-2016**

**1. Admission Convenor:  
Co-Convenor**

Dr. Virender Bharadwaj  
1. Dr. Neena Malhotra  
2. Dr. Darshan Malik  
3. Mr. Rajesh Kumar

**Admission In-charge**

1. B.A (Programme)

Ms. Santosh Duggal (Convener)  
Dr. S.K. Dubey  
Ms. Iti Tripathi

2. B.Sc (Programme)

a) Life Science

Dr. Pratima Rani Sardar (Convener)  
Dr. Nimita Kant

b) Physical Science

Dr.S.C. Goel (Convener)  
Dr. Vandana Katoch

c) B.Sc. APS

1. Dr. Rakesh Yadav (Convener)  
2. Dr. Neetu Rani

**3. B.Com Programme**

**1. Mr. P. R. Chadha**

**4. Honours Courses**

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

**5. General Counseling:**

1. Dr. Neena Wadehra  
2. Dr. Rabinarayan Samantara

**3. Grievance Cell:**

1. Dr. Anuradha Mal - **Resigned**  
2. Dr. Rashmi Wardhan  
3. Ms. Nishtha Srivastava  
4. Dr. Promila Mathur  
5. Dr. Arun Vir Singh  
6. Dr. B.S. Dahiya  
7. Dr. VPS Malik

**4. SC, ST & OBC Counselling:**

1. Mr. Pankaj Dass  
2. Ms. Siamlianvung Hangzo  
3. Dr. Rajinder Singh  
4. Mr. Ashesh Jharwal

**5. PWD Counselling:** Mr. Vikas Sharma  
Mr. Ramesh Malik  
Dr. Rajneesh

### **Various Staff Council Committees for the Year 2015-2016**

Staff Council Secretary: Ms. Suman Kharbanda

#### **1. Academic and Workload Committee**

Dr. Virender Bharadwaj, Admission Committee Convenor:

Dr. Shiv Kumar Sahdev, Time Table Convenor

Mr. Rakesh Yadav (Science)

Ms. Mamta Datt (Arts)

Ms. Usha Sharda (Commerce)

#### **2. General Purchase Committee**

Dr. S.K. Yadav (Convenor)

Dr. Promila Mathur

Mr. K.C. Dixit

Dr. Neetu Rani

Mr. Megh Raj Meena

Dr. Varun Gulati

Dr. Sunita Singh

**Ex Officio Member:** Dr. Kumari Priyanka (Bursar)

#### **3. Development Committee**

Dr. R.K. Vasishtha (Convenor)

Dr. A.K. Shukla

Mr. Rakesh Yadav

Mr. Gaurav Goel

Mr. Ashesh Kumar Jharwal

**Ex Officio Member:** Dr. Kumari Priyanka (Bursar)

#### **4. Time Table Committee**

Dr. Shiv Kumar Sahdev (Convenor)

Dr. Aparna Jain

Dr. Surbhi Madan

Dr. Rahul Singhal

Dr. Prabhavathi

- Dr. Darshan Pandey  
Ms. Siamlianvung Hangzo  
Ms. Kiran Chaudhary  
Dr. Manish Sachdeva
5. **Canteen Committee**  
Mr. Gaurav Goel (Convenor)  
Dr. Poonam Singh  
Mr. Mukesh Singh - **(Resigned as Convenor)**  
Dr. Jeetender Aggarwal  
Dr. Neetu Rani  
Dr. Sukhram
6. **Library Committee**  
Dr. Anuradha Mal (Convenor)  
Dr. Arun Vir Singh  
Ms. Sonali Garg  
Dr. Vijay Kumar  
Mr. Krishna Ram  
Dr. Divya Madaan  
Dr. Khurshid Khan  
Dr. Shama Mitra Chenoy
7. **Garden Committee**  
Dr. Nimita Kant (Convenor)  
Dr. Poonam Singh  
Dr. Neena Khanna  
Dr. Shilpi Verma  
Dr. Kiran Bamel  
Dr. Preeti  
Dr. Darshan Pandey - **Added**  
Dr. Prabhavathi - **Added**
8. **Sports Committee**  
Mr. Gaurav Goel (Convenor)  
Mr. Rakesh Yadav  
Mr. Mukesh Singh  
Dr. Vikas Sharma  
Dr. Meghraj  
Dr. Varun Gulati  
Mr. K.C. Dixit

## **9. Discipline Committee**

Dr. Darshan Malik (Convenor)

Dr. Nimita Kant

Dr. Kiran Bamel

Dr. T.S. Rana

Mr. Ramesh Malik

Dr. Rahul Singhal

Mr. Mukesh Singh

Dr. Ritu Madan

Dr. Manish Kumar Sachdeva

- Ex Officio:** 1) Convenor of Student Advisory Committee: Dr. Indira Chaudhary  
2) N.C.C. Incharge: Dr. Rajinder Singh (Boys Wing), Ms. Deepti (Girls Wing)  
3) N.S.S. Incharge: Dr. Mridula Budhraja  
4) Sport Incharge: Mr. Guarav Goel.

## **10. Fee Concession Committee**

Dr. Preeti Tewari (Convenor)

Dr. S.C. Goel - **Resigned as Convenor**

Dr. Amarjiva Lochan

Dr. Renu Baweja

**Ex Officio Member:** Dr. Kumari Priyanka (Bursar)

## **11. Placement Cell**

Dr. Amarjiva Lochan (Convenor)

Mr. Ramesh Malik

Mr. Sumeet Raheja

Ms. Deepti

Dr. Varun Gulati

## **12. Magazine Committee**

Dr. Virender Bharadwaj (Convenor)

Dr. Dinesh Yadav

Dr. Darshan Pandey

Dr. Divya Madaan

Dr. Rajneesh

Ms. Jayita Thakur

### **13. Cultural Committee**

Ms. Anshu Chopra (Convenor)

Dr. Shiv Kumar Sahdev

Ms. Mamta Dutt

Ms. Iti Tripathi

Ms. Reetika Rana

Dr. Neetu Rani - **Resigned**

Dr. Shilpi Verma - **Resigned**

Mr. Uttam Kumar Sinha - **Resigned**

Ms. Shivani Gupta - **Added**

Ms. Bhumika Hingorani - **Added**

### **14. Student Advisory Committee**

Dr. Indira Chaudhary (Convenor)

Ms. Santosh Duggal

Dr. Darshan Malik

Dr. Rajni Kanojia

Ms. Deepika Yadav

Dr. Kumari Priyanka

Dr. Misha Yadav

### **15. Women Development Committee**

Ms. Nishtha Srivastava (Convenor)

Dr. Mridula Budhraj

Dr. Darshan Pandey

Dr. Vandana Katoch

Dr. Shilpi Verma

Dr. Smita Tripathi

Dr. Kiran Bamel

Dr. Sunita Singh

### **16. Anti Ragging Committee + Anti Ragging Squad**

Dr. S.S. Rana (Convenor)

Dr. Bhaskar Mohan Kandpal

Dr. Manish Kumar Sachdeva

Dr. Vandana Katoch

Ms. Nishtha Srivastava

- Ex Officio:** 1) Convenor of Student Advisory Committee: Dr. Indira Chaudhary  
2) N.C.C. Incharge: Dr. Rajinder Singh (Boys Wing), Ms. Deepti (Girls Wing)  
3) N.S.S. Incharge: Dr. Mridula Budhraj  
4) Sport Incharge: Mr. Gaurav Goel.

**17. Website Committee**

Ms. Anshu Chopra (Convenor)

Dr. Aparna Jain

Ms. Iti Tripathi

Ms. Reetika Rana

Mr. Krishna Ram

Dr. Chakpram Priyanka

Dr. Ritu Madan - **Added**

Dr. Jyoti Sharma - **Added**

**18. Eco Club**

Dr. Vijay Kumar (Convenor)

Dr. Rajni Kanojia

Dr. Misha Yadav

Dr. Sunita Tripathi

Dr. Kiran Bamel

Dr. Renu Baweja

Ms. Jayita Thakur

**19. Academic Supervisory Committee**

Dr. T.S. Rana (Convenor)

Dr. Dinesh Yadav

Ms. Suman Kharbanda

Dr. Manish Kr. Sachdeva

**Ex Officio: Convenor of Time Table Committee:** Dr. Shiv Kumar Sahdev

**Convenor of Academic Committee:** Dr. Virender Bharadwaj

**20. Internal Assessment Committee**

Dr. Jeetender Aggarwal (Convenor)

Dr. Anita Kapoor, Vice Principal

Dr. Shiv Kumar Sahdev, Convenor of Time Table Committee

Ms. Nishtha Srivastava

Dr. Neetu Rani

Mr. Uttam Kumar Singh  
Mr. Jitender Singh

**21. Examination Superintendent**

Dr. R.K. Vasishtha  
Mr. P.R. Chadha  
Mr. Gaurav Goel  
Mr. Meghraj Meena  
Ms. Preeti  
Dr. Uttam Kumar Sinha - **Resigned**

**22. NAAC**

Dr. Anita Kapur, Convener

Criterion –I

Ms. Nishtha Srivastav  
Dr. Reetika Rana  
Mr. Sumeet Singh Raheja

Criterion-II

Dr. Aparna Jain  
Dr. Kiran Bamel

Criterion-III

Dr. Darshan Malik  
Dr. Aeshna Nigam  
Dr. Ankita Dua

Criterion-IV

Dr. Tejbir Singh Rana

Criterion-V

Dr. Surbhi Madan  
Dr. Vandna Rajpal

Criterion –VI

Ms. Suman Kharbanda  
Ms. Abha Vasal  
Dr. Smriti Babbar

Criterion-VII

Dr. Anuradha Mal  
Dr. Jeetender Aggarwal



**23. NCC**

Boy's Wing: Dr. Rajinder Singh

Girl's Wing: Ms. Deepti

**24. NSS: Dr. Mridula Budhraja**

**Add On Courses Committee:**

Ms. Usha Sharda (Convenor)

Dr. Ravindra Vasishtha

Dr. Tejbir Singh Rana

Dr. Shiv Kumar Sahdev

Dr. Virender Bhardwaj

Mr. Krishna Ram

**Following were added**

Ms. Suman Kharbanda

Dr. Anuradha Mal

Dr. Darshan Pandey

Ms. Jyoti

Dr. Preeti Tewari

Dr. Vandana Katoch

Dr. Rajinder Singh

## Minutes of Staff Council Meeting held on 01.04.2015

A meeting of the Staff Council of Shivaji College was held in the auditorium on 01.04.2015 at 02:00 pm. The meeting was chaired by the Principal, Dr. Shashi Nijhawan. The minutes of the meeting are as follows:

1. The minutes of the meeting held on 29.09.2014 were read out and confirmed.
2. Results of the 1<sup>st</sup>, 3<sup>rd</sup> & 5<sup>th</sup> semesters were reported.
3. Convenors of various committees presented reports of activities carried out by them.
4. Staff Council Committees for the academic year 2015-16 were formed. (A list of the committees is attached).
5. It was decided that there would not be any reserved quota for candidates seeking admission on the basis of E.C.A.
6. The Principal informed the house about the progress towards NAAC accreditation. She urged members to provide all information required by various committees for this purpose. A list of documents to be provided by members/departments was displayed. The same is also attached.  
Members were also urged to take up research projects and supervise research scholars, seek collaboration with foreign universities and participate in activities that would help the college in obtaining a higher rating.  
As offering add-on courses was also a step towards a better ranking, a committee was formed to examine proposals for the same. The committee would consist of the following members:
  - (i) Ms. Usha Sharda (Convenor)
  - (ii) Dr. Ravindra Vasishtha
  - (iii) Dr. Tejbir Singh Rana
  - (iv) Dr. Shiv Kumar Sahdev
  - (v) Dr. Virender Bhardwaj
  - (vi) Mr. Krishna RamThe house was informed that while conducting practical examinations the college was following the practice of appointing external examiners from within the college and the system has been working well.
7. The house agreed that the college should offer a course in B.Sc. (Hons.) Computer Science, and efforts should be made for the same.
8. It was decided that henceonwards, whenever a departmental function was organised in the auditorium, it would be the responsibility of the teacher-in-charge of the concerned department to ensure that the auditorium was cleaned up at the end of the function. The walls of the auditorium must not be defaced by the use of adhesive tapes or thumb tacks etc.

9. Ms. Suman Kharbanda was unanimously elected as Secretary, Staff Council. Her name was proposed by Dr. Darshan Malik and seconded by Dr. Anita Kapur.
10. The meeting ended with a vote of thanks to the Chair.