

**K.L.MEHTA DAYANAND COLLEGE FOR WOMEN FARIDABAD**

**LIST OF COMMITTEES FOR THE YEAR 2018-19**

**Internal Quality Assurance Cell**

- : Mr. Anand Mehta (Management)
- : Ms. Vibha Dutta (Convener)
- : Ms. Archana Dua ( NAAC Coordinator)
- : Ms. Priyamvada
- : Dr. Sheel Singh
- : Ms. Meena Rangila (Office Supdt)
- : Ms. Sudhin Khattar (Educationist)
- : Two Students & Their Parent

**Advisory Committee**

- : Ms Vibha Dutta
- : Ms. Kamalpreet Verma
- : Ms. Priyamvada
- : Dr Manju Khanna
- : Ms. Neeru Bhatia
- : Dr. Meenu Dua
- : Ms. Archana Dua
- : Dr. Sheel Singh
- : Dr. Madhurima
- : Dr. Shweta (Zoology)
- : Ms. Rajesh Kumari

**Purchase Committee**

- : Dr. Meenu Dua (Bursar)
- : Ms. Vibha Dutta (Music Coordinator)
- : Ms. Kamalpreet (Home Sc.)
- : Dr. Manju Khanna (Sports)
- : Dr. Sheel Singh ( Medical & Bio –Tech)
- : Ms. Sudesh (BCA) / Ms. Leena (Computer)

**Disposal & E-waste**

- : Ms. Meenu (Bursar)
- : Ms. Archana Dua (Hm. Sc.)
- : Dr. Sheel Singh (Med.)
- : Ms. Neeru (Commerce) / Ms. Leena (Computer)
- : Ms. Sudesh (BCA)
- : Mr. Laxman (E-waste Supervisor)

### **Library Committee**

: Ms. Vibha Dutta  
: Ms Neeru Bhatia  
: Dr Sheel Singh  
: Dr Beena Sethi  
: Ms. Poonam(Hindi )  
: Dr. Annu Kalra  
: Dr. Neha (BCA)  
: Dr. Veena pani Singh \ Dr Babita Singh  
: Ms Vandana Arora  
Ms Madhu Rathi:

### **Sports Committee**

: Dr. Manju Khanna (Convener)  
: Ms. Kamalpreet Verma  
: Dr. Beena Sethi  
: Ms. Sangeeta Adhlaka  
: Dr Pragati Chitkara

### **Attendance/Internal Assessment Incharge**

: Ms. Priyamvada (M.Com)\Ms Rina Prasad  
: Ms. Kamalpreet (B.Sc. Home Sc.)\ Ms BenuMehta/  
: Ms. Neeru (BBA) \Ms Chetali//  
: Ms. Alka Satya \ Ms Sudesh/ Ms Sumanlata(B.Com)  
: Dr. Meenu /Ms Sudha Diwaker/MsPoornima/(Non Med.)  
: Dr. Sheel Singh/Ms Shweta/Dr Renu Pandey (B.Sc. Med/Bio-tech)  
: Ms. Amita /Ms Rekha Gulati(B.Com Hons.)  
: Ms. Sudha Sahi/ Dr. Mithlesh /Ms Poonam (B.A)  
: Ms Rajesh Khatri/ Ms Monika Bhatia( B.Com CA)  
: Dr Madhurima \ Dr Veenapani(Pol.Sc)  
:Dr Vinita/ Ms Manisha(M.SC Chem)  
:Dr Vandana Arora\Ms Shipra(Maths)  
:Ms Poonam /Ms Neetu(Computer Sc)  
: Ms Diksha Chawla(Economics)

### **Examination Cell :**

:Ms Vibha Dutta (Convener)  
:Ms Priyamvada( CO-Convener)  
:Ms Amita/ Ms Sudesh(Commerce)  
:Ms Sudha Sahi/Ms Poonam/(Arts)  
:Dr Meenu Dua/Dr Beena Sethi (Science)  
:MsArchna/ Dr Sangeeta Kulshrestha(Home Science)  
:Dr Sushma Singh/ Ms Neeru Verma (Arts)  
:Dr Shweta Arya/Dr Neha Shekhawat (Science)  
:Ms Rekha Barak/ Ms Shobha Chawla (Commerce)  
:Ms Samina/ Ms Charu (BCA)

### **Cultural/ Arts Club**

: Dr. Sheel Singh (Convener Youth Festival)  
: Ms. Usha/Ms. Aparna (Art)  
: Ms Poonam/ Dr Mithlesh (Theatre)  
: Dr. Sushma / Ms. Madhu Singh (Dance)  
: Ms. Bhawna / Dr Narmada (Music)

**Fashion Design / ECE Coordinator**

: Ms. Usha Pant

**Women Cell**

: Ms. Kamalpreet Verma

: Ms Usha Pant

**Earn while you learn**

: Ms.Vibha Dutta (Convener)

: Dr. Veenapani Singh

: Dr. Madhurima

**B.com C.A And  
RCC Coordinator**

: Ms. Rajesh Khatri / Ms. Monica Bhatia

**Prayer Incharge**

: Dr. Manju

: Dr. Mithlesh

: Dr Veena Pani

**Staff/ Common Room**

: Ms Alka Satya/ Ms Sudha Sahi

: Dr Madhu Singh/ Ms Poonam (BCA)

**Staff/ Common Room (Hostel Area)**

: Ms Neetu Sharma/ Ms Diksha Chawla

**Magazine Committee**

: Ms. Vibha Dutta (Chief Editor)

: Ms. Poonam/ Ms. Pooja

: Ms. Aparna / Ms. Babita Sharma

: Dr. Mithlesh

: Ms. Amita

: Dr. Beena Sethi

**NSS**

: Ms. Alka Satya

: Ms. Sudesh Kumari

**Burser**

: Dr. Meenu Dua

**Excursion Committee**

: Ms. Priyamvada / Ms. Monica Singla / Ms.Rachna Poswal

: Dr. Meenu/Ms. Sudha Diwakar /Ms. Benu Mehta/ Ms Manisha Suri

: Ms. Sudha Sahi / Dr Madhu Singh/ Ms. Pooja Tyagi

: Dr Neha (BCA)/ Ms Sanyukta (BCA)

### **Green Committee**

- : Dr. Sheel Singh
- : Dr. Shweta Arya
- : Dr. Veenapani Singh

### **Canteen Committee**

- : Dr. Sangeeta Kulshrestha
- : Ms. Bawa
- : Ms. Benu Mehta
- : Ms. Babita Sharma

### **Research Committee**

- : Dr. Sheel Singh
- : Dr. Beena Sethi/ Dr. Vinita
- : Dr. Anu Kalra
- : Dr. Madhurima
- : Dr. Veenapani Singh
- : Dr. Neha (BCA)

### **Placement Cell (NSDC)**

- : Ms. Vibha Dutta (Convener)
- : Ms. Priyamvada (Co-convener)
- : MS. Mamta / Ms. Rekha Gulati
- : Dr.Neha (BCA)/ Ms Sanyukta/ Ms Konika Arora

### **Scholarship**

- : Ms. Neeru
- : Ms. Amita
- : Dr. Mithlesh

### **Discipline Committee**

- : Ms. Vibha Dutta (Arts+BCA)) Ground Floor +Front Area
  - : Ms. Priyamvada (Commerce) First Floor + Ground
  - : Ms. Leena (Com) Second Floor
  - : Dr. Meenu/ Dr.Beena Sethi (Auditorium +Canteen+ Behind Audi)
  - : Dr. Manju/ Ms. Sangeeta Adhlakha / Ms.Bhavna/Dr Narmada Shanker
  - : Ms. Bhawna BCA (Front Area + Common room area)
- (List to be provided by Incharges)*

### **Cleanliness Committee**

- : All Concern HOD's (Lab) List to be provided
- : Ms. Sudha Sahi/ Dr. Sushma Singh (Ground floor) (List to be provided)
- : Ms. Sudesh / Ms. Rajesh (1<sup>st</sup> floor) (List to be provided)
- : Ms.Leena/ Ms Meenakshi Bhardwaj (2<sup>nd</sup> floor) (List to be provided)
- : Dr. Beena Sethi/ Ms Vandana Kumari/Ms.Pinky Kumari (Auditorium+

**Press Committee**

- : Dr. Sushma Singh/ Dr. Madhu Singh/ Ms Uma (Release of news)
- : Dr. Madhurima/ Ms. Pooja (Formation of news)
- : Mr. Laxaman/ Ms.Payal Bhatia (Sending to Media)

**Website**

*(Concerned convener of the function to provide material in the website)*

- : Ms. Bhawna Sehgal
- : Ms. Aparna/ Ms Babita Sharma (For language)
- : Mr. Laxman (Photo coverage)