

GOVERNMENT COLLEGE FOR WOMEN, KARNAL ANNUAL DUTY LIST 2023-24			
1	College Council	Dr. Vivek Ranga	
		Dr. Urmila Sangwan	
		Ms. Neelam Turan	
		Dr. Vipin Kumari	
		Dr. Meenakshi Sharma	
2	Chief Mentor	Dr. Urmila Sangwan	Convener
		Dr. Renu	
3	Chief Proctor	Dr. Vivek Ranga	
4	Bursar and E-Salary	Mr. Sanjeev Kumar	
5	Staff Secretary	Dr. Urmila Sangwan	
6	Office Work Incharge & Principal office Incharge	Dr. Deepak Sharma	Convener
		Mr. Sanjeev Kumar	
		Ms. Sonia	
		MR. Sandeep (Clerk)	
7	Social Secretary	Dr. Vipin Kumari	
9	Magazine Editorial Board	Dr. Meenakshi Sharma (Chief Editor)	Convener
		Anuverta (Commerce)	
		Ms. Shiwali (Planning Forum)	
		Ms Anju Bala (Hindi)	
10	Construction Committee/ Maintenance of Building/PWD Works & Dilapidation	Dr. Upender Singh	Convener
		Dr. Ramesh Singh	
		Dr. Ramesh Kumar	
		Dr. Kulwant Singh	
11	University Work (Admission, RR, Exam Forms, Conduct of Exams)	Sh. Prashant Kumar	Convener
		Ms. Ankita Maan	
		Dr. Manju Ranga	
		Ms. Anuverta	
		Mr. Rajesh Kumar (Hindi)	
		Dr. Ritu Narwal	
		Mr. Nishan Singh	
		Mr. Rajan Sharma (Clerk)	
12	Result Verification Committee	Dr. Rajesh Saini	Convener
		Ms. Vibha Gupta	
		Ms. Gurleen Kaur	
13	Printing, Stationary	Ms. Sunita Sharma	Convener
		Ms. Axma	
		Mr. Amit Goyal	
14	Time Table/Subject Change/Work Load	Dr. Vipin Kumari	Convener
		Ms. Aastha Chauhan	
		Ms. Gurleen Kaur	

		Mr. Sanjeev Kumar	
		Ms. Aruna	
15	Language Lab	Ms. Shruti Tripathi	Convener
		Dr. Nisha	
16	Science Exhibition	Dr. Ekta Arora	Convener
		Ms. Pooja Chawla	
		Ms. Manila	
17	Grievances Cell	Dr. Baljinder Saini	Convener
		Manila	
		Dr. Ritu Narwal	
18	Anti Ragging Committee	Dr. Anjana	Convener
		Ms. Madhu Rathore	
19	Anti-Drug Committee & Prevention of Caste-discrimination Committee	Ms. Shrishti	Convener
		Dr. Aarti Sharma	
20	Purchase (For Govt. Grants) & Auction Committee	Dr. Vivek Ranga	Convener
		Dr. Neelam Rani	
		Dr. Sushila Sangwan	
		Dr. Balbir Saini	
		Dr. Deepak Sharma	
		Sh. Bharat Chhabra	
		Dr. Prashant Kumar (convener of items concerned)	
21	NAAC/IQAC & PRAYAAS	Mr. Bharat Chhabra	NAAC & PRAYAAS Co-ordinator
		Dr. Neelam Rani	Convener (IQAC)
		Mr. Ram Partap	
		Dr. Balwan Chahal	
		Sh. Rajpal	
		Dr. Anjana Rani	
		Dr. Shiwali	
		Dr. Gopal Krishan	
		Dr. Vinny	
		Ms. Bhanu Priya	
		Ms. Akanksha	
		Ms. Renu Bala Gupta (Mayor)	
		Mr. Kuldeep Beniwal (DD)	
		Alumni President	
		Student Representative	
		Mr. Sanjeev Kumar, L.A.	
22	Public Health Amenities	Mr. Kulwant Singh	Convener
		Dr. Rajpal	
		Ms. Ashu	

23	Dispensary	Dr. Neetu Verma	Convener
		Dr. Niharika	
24	Electricity	Dr. Ramesh Kumar	Convener
		Dr. Balbir Singh (Generator)	
		Mr. Sanjay	
		Dr. Kuldeep Dahiya	
25	Annual Report	Dr. Anil Kumar	Convener
		Dr. Monika Yadav	
25	Cleanliness of the College Campus	Dr. Ramesh Kumar	Convener
		Ms. Jeewan Jyoti	
		Mr. Sanjay	
		Ms. Pooja Chawla	
		Dr. Vibha Gupta	
26	NCC	Dr. Nisha	Convener
27	NSS/Village Adoption Program	Ms. Vidusha, Ms. Niharika	Convener
28	Scholarship (SC)	Mr. Rajpal	Convener
		Dr. Manju Ranga	
		Ms. Vinny	
		Ms. Shrishti	
29	Scholarship (BC)	Mr. Suresh Jangra	Convener
		Ms. Ashu	
		Ms. Simrandeep Kaur	
30	Scholarship (Merit)	Ms. Durgesh	Convener
		Ms. Aruna	
		Ms. Poonam Sharma	
31	Prize Distribution Committee	Dr. Dimple	Convener
		Dr. Ritu Narwal	
		Ms. Seema (Maths)	
		Ms. Madhu	
32	Sports Board	Dr. Vivek Ranga	Convener
		Dr. Balbir	
		Dr. Upender	
		Dr. Ramesh Singh	
		Dr. Neetu Verma	
33	Decoration for Functions	Ms. Mamta	Convener
		Ms. Harpreet Kaur	
		Ms. Monika Yadav	
34	College Beautification	Ms. Vinny	Convener
		Ms. Aastha Chauhan	
		Ms. Shrishti	
		Ms. Monika Yadav	
35	Refreshment Committee & Drinking Water	Ms. Jiwan Jyoti	Convener
		Ms. Suman (Commerce)	
		Ms. Pooja Chawla	
36	Placement, Career Counseling Cell	Ms. Sumati	Convener

		Ms. Shruti Tripathi	
		Dr. Vibha Gupta	
37	Alumni Association Committee	Ms. Mamta	Convener
		Dr. Renu	
		Dr. Aarti Sharma	
38	Staff Room and Girls' Common Room	Ms. Sunita Sharma	Convener
		Suman (Commerce)	
39	Canteen Committee	Mr. Suresh Jangra	Convener
		Dr. Anjana	
		Ms. Harpreet Kaur	
		Dr. Amit Goyal	
		Ms. Aruna	
40	Red Cross, Red Ribbon, SAF & RKF Committe	Ms. Suman Choudhary	Convener
		Ms. Seema (Maths)	
		Ms. Deepal	
41	Women Empowerment Cell, GSCASH	Dr. Ekta Arora	Convener
		Ms. Durgesh	
		Ms. Gurleen Kaur	
		Ms. Axma	
42	Legal Literacy Cell	Ms. Shiwali	Convener
		Dr. Vidusha	
		Ms. Madhu	
43	Cultural Activities	Dr. Vivek Ranga	Convener
		Dr. Baljinder Saini	
		Dr. Anjana	
		Dr. Neetu Verma	
		Dr. Rajesh Kumar (Hindi)	
		Mr. Nishan	
44	Literary Activities	Ms. Anju Bala	Convener
		Dr. Rajesh Kumar (Hindi)	
45	Photography	Dr. Dimple	Convener
		Dr. Ritu Narwal	
46	Library Advisory Committee	Dr. Vivek Ranga	Convener
		Dr. Vipin Kumari	
		Mr. Prashant Kumar	
47	Court Cases	Mr. Ram Partap	Convener
		Dr. Vinny	
		Ms. Nisha Khanna	
		Ms. JIwan Jyoti	
48	RTI	Dr. Urmila Sangwan	Convener
		Ms. Suman Chaudhary	
		Sh. Sanddep Singh (Admin. Clerk)	
49	Property/ Furniture/ Stocks	Dr. Balwan Chahal	Convener
		Mr. Kulwant Singh	

		Mr. Sanjay	
		Dr. Kuldeep Dahiya	
50	Tour & Excursion	Dr. Sushila Sangwan	Convener
		Ms. Shrishti	
		Mr. Nishan Singh	
		Ms. Axma	
51	Important Day Celebration	Ms. Sumati	Convener
		Ms. Simrandeep Kaur	
		Dr. Vidusha	
52	Shamiania/Sound System Seating Arrangement for functions	Dr. Ramesh Singh	Convener
		Dr. Sunita Sharma	
		Dr. Sushila Sangwan	
		Dr. Anil Kumar	
53	Outsourceing Policy, HKRN & Apprenticeship	Dr. Rajesh Kumar Saini	Convener
		Dr. Amit Goyal	
		Dr. Vibha	
54	Lecture Details & Absentees	Ms. Nisha Khanna	Convener
		Ms. Poonam Sharma	
		Ms. Suman (Commerce)	
		Ms. Deepal	
55	Internal Complaints Committee	Dr. Vipin Kumari	Convener
		Dr. Deepak Sharma	
		Mr. Prashant Kumar	
56	ECO Club	Mr. Suresh Jangra	Convener
		Sports Deptt.	
		NSS & NCC Units	
57	Cycle Stand Committee	Ms. Shruti Tripathi	Convener
		Dr. Aarti Sharma	
58	Discipline Committe	Dr. Balbir Singh	Convener
		Dr. Upender	
		Dr. Ramesh Singh	
		Dr. Baljinder Saini	
		Dr. Sushila Sangwan	
59	Anti-Corruption Cell & Anti-sexual Harassment Committee	Dr. Neetu Verma	Convener
		Dr. Niharika	
		Dr. Nisha	
		Ms. Sumati	
60	RUSA	Dr. Deepak Sharma	Convener
		Dr. Bharat Chhabra	
		Mr. Suresh Jangra	
		Ms. Ekta Arora	
		Sh. Sandeep Singh, Clerk	

61	Road Safety Club	Dr. Balbir Saini	Convener
		NSS Officer-Unit-I	
		NSS Officer-Unit-II	
		One Student Representative	
62	GEM	Dr. Deepak Sharma	Convener
		Dr. Bharat Chhabra	
		Dr. Rajesh Saini	
		Dr. Durgesh	
63	District Library	Dr. Rajesh Saini	Convener
		Dr. Gopal Krishan	
64	Health and Cleanliness for Students and personality development	Dr. Ankita Maan	Convener
		Ms. Deepal	
		Dr. Renu	
65	Competitive Exams	Mr. Sanjeev Kumar	Convener
		Ms. Nisha Khanna	
		Dr. Suman Chaudhary	
66	Extension Lecturer Committee	Dr. Gopal Krishan	Convener
		Ms. Jiwan Jyoti	
		Dr. Ekta Arora	
67	Earn While You Learn	Ms. Anuverta	Convener
		Ms. Ashu	
		Ms. Simrandeep Kaur	
68	Lunch Committee	Dr. Baljinder Saini	Convener
		Ms. Harpreet Kaur	
		Dr. Manju Ranga	
69	RDC and UGC	Dr. Meenakshi Sharma	Convener
		Mr. Ram Pratap	
		Ms. Mamta	
		Ms. Poonam Sharma	
70	NEP	Ms. Aastha Chauhan	Convener
		Ms. Ankita Maan	
		Manila	
71	College website, facebook and youtube Channel Updation	Ms. Ekta Kansal	Convener
		Ms. Preeti	
72	Biometric Maintenance	Mr. Manu Jyoti Gupta	Convener
		Ms. Vandana	
		Ms. Priyanka	
		Ms. Aanchal	
73	HRMS /PPP	Ms. Ekta Kansal	Convener
		Ms. Priyanka	
74	MIS	Ms. Bhanu Priya	Convener
		Ms. Akanksha	
75	AISHE	Ms. Manju Sharma	Convener
		Ms. Anchal	

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		Ms. Priyanka	
74	MIS	Ms. Bhanu Priya	Convener
		Ms. Akanksha	
75	AISHE	Ms. Manju Sharma	Convener
		Ms. Anchal	

76	ERP	Ms. Vandana	Convener
		Ms. Manju Sharma	
		Ms. Ekta Kansal	
		Ms. Priyankja	
77	Passport and Voter ID	Ms. Anju Bala	Convener
		Ms. Pooja	
78	Edusat/ Smart Classroom/ AV Club/ Mike	Ms. Vandana	Convener
		Ms. Neha	
79	IT Solutions	Mr. Manu Jyoti Gupta	Convener
		Ms. Nisha	
80	Internal Assesment/Theroy & Practical Award	Dr. Anil Kumar	Convener
		Nisha (Computer Science)	
		Ms. Preeti	
81	On Line Admissions	Ms. Manju Sharma	Convener
		Ms. Bhanu Priya	
82	Bus Pass and Driving Licence	Dr. Sushila Sangwan	Convener
		Mr. Manu Jyoti Gupta	
		Dr. Reenu	
		Ms. Usha	