

MAHARAJA SURAJMAL INSTITUTE

Date: ~~9th October, 2024~~
29th Nov 2024.

MSI COMMITTEES

updated MSI committees after minor changes.

S. No.	Name of the Committee	Name of the Faculty Members
1	Admission Committee	Dr. Kumar Gaurav (BCA-M) (Convener) Mr. Suraj Pal Chauhan (BCA-E) (Co-Convener) Dr. Rajeev Dahiya (BBA-M) Mr. Manpreet Singh (BCA-E) (Liaison with GGSIPU) Dr. Tanvi Rana (MBA) Ms. Shubhrika (Law) Dr. Arvind Kumar Gill (B.Ed.) Ms. Pooja Dabas (B.Com.-H) Ms. Anshu Punshi (BBA-E)
2	Anti-Ragging Committee (Proctorial/ Discipline)	Dr. Vijay Dahiya (Convener) Dr. Vipasha Rana (B.Ed.) (Co-Convener) Dr. Vivek Solanki (B.Ed.) Mr. Sundeep Kumar (BCA-M) Ms. Sonam Kaushik (BCA-E) Mr. Yashkant Teotia (B.Com.-H) Ms. Komal Khatri (BBA-E) Mr. Gaurav Bhardwaj (MBA) Dr. Kirti Dahiya (Law)
3	Alumni Association	Dr. Shailza Dutt (Convener) Mr. Ravinder Kajal (BCA-M) (Co-Convener) Mr. Manpreet Singh (BCA-E) Dr. Poonam Beniwal (B.Ed.) Ms. Pooja Dabas (B.Com.-H) Ms. Nisha Tokas (BBA-E) Ms. Rekha Tewatia (Law) Dr. Tanvi Rana (MBA)
4	All Inspection and report preparation for JAC, SFRC, NIRF, NCTE, AISHE, Academic Audit etc.	Dr. Kumar Gaurav (BCA) (Convener) Mr. Suraj Pal Chauhan (BCA-E) (Co-Convener) All HODs Dr. Arvind Gill (B.Ed.) Mr. Jitender Thakur & Mr. Rohit Bisht (Technical Assistant)
5	Akshaya- Centre of Happiness and Well-Being/ Out Reach Activities	Dr. Preksha Dassani (BBA-E) (Convener) Ms. Minal Dhankar (BCA-E) (Co-Convener) Dr. Kusum Gill (B.Ed.) Dr. Ritu Sehrawat (B.Com.-H) Dr. Asha Chaudhary (BBA-M)
6	Cultural Committee (Debate/Literary/Tech Fest/ Annual Cultural Fest/Any other extracurricular/ co-curricular events etc.)	Dr. Seema Shokeen (BBA-M) (Convener) Dr. Pooja Singh (BCA-M) (Co-Convener) Dr. Monika Davar (B.Ed.) Dr. Nidhi Jolly (BCA-E) Dr. Priyanka (B.Com.-H) Dr. Shruti Balhara (BBA-E) Dr. Vivek Solanki (B.Ed.) Dr. Manoj Kumar (BCA-M)
	Student Society/ Club	1) Dr. Ritu Verma-NDLI 2) Dr. Rajesh Gill- MERAKI 3) Dr. Renu Hooda- VEDA 4) Dr. Anamika Rana- VITT

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		5) Dr. Dimpy Sachar- TARK 6) Mr. Harjender Singh- REKT 7) Mr. Yashkant Teotia- ENACTUS 8) Dr. Bhoomika Saroha- ECO CLUB 9) Ms. Shikha Shokeen- MELIUS 10) Dr. Nidhi Jolly- ADVERTEE 11) Ms. Nisha Tokas- UNITY STREET 12) Mr. Ravinder Kajal- SYNERGY 13) Ms. Priyanka Dhaka- NATRAJ 14) Dr. Beena Devi- INNOVISION 15) Ms. Aanchal Dabas- ANTRA ENCORE 16) Dr. Manju Dhillon- SIFAR 17) Dr. Promila Dabas- GIRL UP UNION 18) Ms. Anshu Punshi- ETHOS
7	Computer Lab and AMC	Mr. Sundeep Kumar (BCA-M) (Convener) Ms. Usha Chhillar (BCA-E) (Co-Convener)
8	Director Meeting & CR's meeting and Report Preparation	Dr. Monika Tushir (Convener) Dr. Monika Davar (Co-Convener)
9	Disaster Management Committee	(Convener) DR. VIJAY DAHIYA (BBA-M) DR. ANITA SHARMA (BBA-E), DR. KANIKHA CHAUDHARY, DR. ASHA CH. DR. SHAILZA
10	Examination Committee (Conduct of Examination and implementation of Examination Reforms)	Mr. Suraj Pal Chauhan (BCA-E) (Convener) Dr. Arvind Gill (B.Ed.) (Co-Convener) Dr. Sumita Chaddha (BBA-M) Dr. Menal Dahiya (BCA-M) Mr. Yashkant Teotia (B.Com.-H) Dr. Nisha Solanki (BBA-E) Ms. Shubhrika (Law) Dr. Mamta Gupta (MBA)
11	Feedback Committee (Student/ Faculty/ Parents)	Ms. Vinita Tomar (BCA-M) (Convener) Dr. Preeti Malik (B.Com.-H) (Co-Convener) Dr. Sushma Malik (BCA-E) Dr. Itti Hooda (BBA-E) Dr. Mamta Gupta (MBA) Mr. Siddharth Tomar (Law) Dr. Arti Bahuguna (B.Ed.) Ms. Priyanka Dhaka (BBA-M)
12	Green and Sustainable Campus Committee	Dr. Menal Dahiya (BCA-M) (Convener) Dr. Bhoomika Saroha (BBA-M) Ms. Minal Dhankar (BCA-E) Dr. Aanchal Tehlan (BCA-M) Dr. Shruti Balhara, BBA-E Dr. Ritu Sehwat (B.Com.-H) Dr. Aman Malik (Law)
13	- ICT Academy Membership - Smart India Hackathon - Software Development Cell	Ms. Rhythm Chaudhary (BCA-M) (Convener) Dr. Manoj Kumar (BCA-M) (Co-Convener) Ms. Nikita Malik (BCA-E) → ONLY ICT
14	Internal Complaint Committee (Sexual Harassment/ Anti-Women Harassment etc.)	Dr. Sarita Chaudhary (MBA) (Convener) Dr. Jasbir Singh (Deputy Director-MSI) (Co-Convener) Dr. Parul Deshwal (BBA-M) Dr. Neetu Narwal (BCA-M) Dr. Promila Dabas (B.Ed.) Dr. Kirti Dahiya (Law)
15	Industrial Visit/ Education Visit	Dr. Heramb Nayak (BBA-M) (Convener) Dr. Menal Dahiya (BCA-M) → MR. HEMENDRA KUMAR Mr. Gaurav Bhardwaj (MBA)




16	Institution Innovation Cell & E-Cell	Mr. Harjender Singh (BCA-E) Dr. Ajay Phogat (BBA-E) Dr. Ritu Sehrawat (B.Com.-H) Dr. Minakshi Sehrawat (Law) Dr. Sarita Rana (B.Com.-H) (Convener) Dr. Kanika Chaudhary (BBA-E) MS. TARUNIM SHARMA (BCA-M) Ms. Shikha Shokeen (BBA-M) Dr. Aman Malik (Law) Dr. Soumya Singhal (B.Com.-H) Dr. Dimpy Sachar (BCA-E) Dr. Pallavi Rajain (MBA) Faculty Representatives of Governing Body of various departments Dr. Neetu Anand (BCA-M) Ms. Nikita Malik (BCA-E) Mr. Rakesh (Technical Assistant)
17	Institutional Report Presentation & PPT (Preparation for Governing Body Meeting, Academic Committee Meeting, Executive Committee Meeting etc.)	
18	Internal Academic Audit Committee	Dr. Sarita Chaudhary (Convener) Dr. Monika Tushir (Co-Convener) DR. NEETU ANAND
19	IQAC (NAAC/AQR/SSR) NAAC criteria wise Committee has been formed & is attached with the MSI Committee List.	Dr. Monika Tushir (BBA-M) (Convener) Dr. Monika Davar (B.Ed.) (Co-Convener) NAAC Criteria-wise committee will be circulated by Convener-IQAC.
20	Library	Dr. Suhasini Parashar (BBA-M) (Convener) DR. RUCHIKA GAHWOT (BBA-M) Dr. Vivek Solanki (B.Ed.) Dr. Sushma Malik (BCA-E) Dr. Shruti Balhara (BBA-E) Dr. Priyanka (B.Com.-H) Dr. Pallavi Rajain (MBA) Dr. Mannat Singh (Law)
21	Legal Aid Clinic (Law)	Dr. Nidhi Dahiya (Convener) Ms. Rekha Tewatia
22	Mandatory Disclosure Website Development Automation and Maintenance	Mr. Ravinder Kajal (BCA-M) (Convener) Dr. Taniya Malik (Law) Mr. Neeraj Nain, Admn. Officer-MSI Mr. Shatanshu, Engineer- MSI Dr. Kumar Gaurav (BCA-M) (Convener) Mr. Rohit Bisht & Mr. Jitendra Thakur (Technical Assistant)
23	MOOT Court (Law)	Dr. Taniya Malik (Convener) Dr. Kirti Dahiya (Co-Convener) Mr. Siddharth Tomar Dr. Nidhi Dahiya
24	MSI Activities (Record Maintenance)	Dr. Neetu Anand (BCA-M) (Convener) Dr. Shilpa Sindhu (MBA) (Co-Convener) Dr. Minakshi Sehrawat (Law) MS. TARUNIM SHARMA (BCA-M) Ms. Neha Mathur (BBA-M) Dr. Sonam Kaushik (BCA-E) Ms. Anshu Punshi (BBA-E) Dr. Promila Dabas (B.Ed.) Dr. Preeti Gahlot (B.Com.-H)
25	MSI Ranking (India Today, Times BBA, Open Magazine)	Dr. Supriya Chaudhary (BBA-M) (Convener) Dr. Neetu Anand (BCA-M) (Co-Convener) Dr. Shruti Bhutani (BBA-E)

Signature

26	NCC	Dr. Priyanka (B.Com.-II) Ms. Kamukshi (Technical Assistant) Dr. Seema Shokeen (BBA-M) (Convener) Dr. Poonam Beniwal (B.Ed.) DR. POOJA SINGH (Co-convener)
	NSS (Outreach)	Dr. Vivek Solanki (B.Ed.) (Convener) Mr. Harjender Singh (BCA-E) Dr. Shruti Bhutani (BBA-E) Dr. Aman Malik (Law)
27	Sports	Dr. Vivek Solanki (B.Ed.) Ms. Priyanka Saluja (BBA-E) DR. SUMAN SOLANKI
	Publication Committee Creation	Dr. Anamika Rana (BCA-E) (Convener) Dr. Monika Singh (B.Ed.) Dr. Soumya Singhal (B.Com.-H) Ms. Komal Khatri (BBA-E) Dr. Minakshi Sehrawat (Law) Dr. Arti Malik (BBA-M) DR. TANVI RANA (MBA)
	Information Bulletin-MSI	Dr. Neetu Narwal (BCA-M) (Convener) Ms. Usha Chhillar (BCA-E) Dr. Kirti Dhaiya (Law)
	Newsletter/Annual Report	(Convener) Dr. Aanchal Tehlan (BCA-M)  Ms. Chanchal Phore (MBA) Ms. Shubhrika Pansari (Law) Dr. Ajay Phogat (BBA-E) Ms. Aanchal Dabas (B.Com.-H)
	Shodh- Chintan Book	Dr. Beena Devi (BBA-E) (Convener) Dr. Kusum Gill (B.Ed.) (Co-Convener) Dr. Anshu Lochab (BBA-E) Dr. Preeti Malik (B.Com.-H)
	Hostel Brochure	Mr. Suraj Pal Chauhan (BCA-E) (Convener) Ms. Chetna Grewal (B.Com.-H)
	Parichay (MSI Journal) & Law Journal	Dr. Preeti Malik (B.Com.-H) (Convener- Parichay) Dr. Mannat Singh (Law) (Convener- Law Journal) Dr. Kumar Gaurav (BCA-M) Dr. Mamta Gupta (MBA) Ms. Komal Khatri (BBA-E)
28	Purchase Committee	Dr. Vijay Dahiya (BBA-M) (Convener) Dr. Arvind Gill (B.Ed.) (Co-Convener) Mr. Manpreet Singh (BCA-E) Ms. Chetna Grewal (B.Com.-H) Ms. Chanchal Phore (MBA) Ms. Rekha Tewatia (Law)
29	Result Maintenance and Student Progression (As required by different Statutory Bodies, GB and SMES)	Dr. Pooja Singh (BCA-M) (Convener) Dr. Mamta Gupta (MBA) (Co-Convener) Dr. Nidhi Jolly (BCA-E) DR. ARTI MALIK (BBA-M) Ms. Pooja Dabas (B.Com.-H) MS. RHYTHM CHOUDHARY (BCA-M) Dr. Shruti Bhutani (BBA-E)





30	Research & Academic Growth Cell (Research publication database, Research grant awards, Patents Copyrights, National and International Awards & Recognition, Consultancy/Research proposal/MOU's and building relationship for conducting and grants with SIRO, ICSSR, GGIPU for FDP's, Workshops/Seminar/Conference/ Academic Research Collaborations)	Dr. Rajesh Gill (B.Ed.) Dr. Siddharth Tomar (Law) Dr. Manju Dhillon (BCA-M) Dr. Anshu Lochnb (BBA-E) (Convener) Dr. Beena Devi (BBA-E) (Co-Convener) All HODs Dr. Anupama Sharma (BBA-M) Dr. Nisha Solanki (BBA-E) Ms. Rimpay (BCA-E) Dr. Soumya Singhal (B.Com.-H) Dr. Pallavi Rajain (MBA) Dr. Arti Bahuguna (B.Ed.) Dr. Mannat Singh (Law) DR. MANJU DHILLON (BCA-M)
31	Repair and Maintenance Committee (Classrooms/Floor/Scrap Disposal etc.)	Dr. Heramb Nayak (Convener) Mr. Aanchal Dabas (B.Com.-H) Mr. Ravinder Kajal (BCA-M) Mr. Harjender Singh (BCA-E) Dr. Tanvi Rana (MBA) Dr. Usha Malik (B.Ed.) Dr. Pooja Sangwan (Law)
32	Student Scholarship and record maintenance Student Counseling Bus Pass	Dr. Heramb Nayak (BBA-M) (Convener) Ms. Chanchal Phore (MBA) Dr. Monika Singh (B.Ed.) Dr. Vanita Anand (B.Ed.) (Convener) Dr. Preeti Sinha (Psychologist) Dr. Vipasha Chaudhary (B.Ed.) (Convener)
33	Stock Verification	Dr. Parul Deshwal (BBA-M) (Convener) Dr. Tanvi Rana (MBA) Mr. Hemendra Kumar (BCA-M) Mr. Surajpal Chauhan (BCA-E) DR. KUSUM GILL Dr. Pooja Sangwan (Law) Dr. Beena Devi (BBA-E) Mr. Neeraj Nain Mr. Amit Mathur Mr. Vineet Singh Mr. Narendra Rawat Ms. Anu Beniwal
34	Student with disability and minority (SC/ST)	Dr. Rajesh Gill (Convener) Dr. Suhasini Parashar (BBA-M) (Co-Convener) Ms. Usha Chhillar (BCA-E) Dr. Neha Goel (B.Com.-H) Mr. Gaurav Bhardwaj (MBA) Dr. Taniya Malik (Law)
35	SPOC (MOOC/NPTEL/ABC etc.)- Data of Student and Faculty done these courses	Dr. Anita Sharma (BBA-E) (Convener) Ms. Rimpay (BCA-E) Dr. Shilpa Sindhu (MBA) Dr. Pooja Sangwan (Law) Dr. Promila Dabas (B.Ed.)

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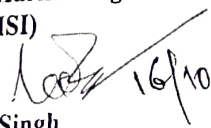
36	Student Induction Program Cell, MSI	Dr. Preeti Gahlot (B.Com.-H) Dr. Anupama Sharma (BBA-M) Dr. Sarita Chaudhary (MBA) (Convener) All HODs (Co-Convener)
37	Summit of Minds- MUN Committee	Dr. Nidhi Dahiya (Law) (Convener) Dr. Preeti Malik (B.Com.-H) (Co-Convener)
38	Student Grievance Redressal Committee	Chairperson- Director (MSI) Special Invitee- Dr. Tejbir Singh Rana Deputy Director- MSI Dr. Kusum Gill (B.Ed.) (Convener) Ms. Neha Mathur (BBA-M) (Co-convener) Dr. Rajeev Dahiya (BBA-M) Dr. Neetu Narwal (BCA-M) Dr. Dimpay Sachar (BCA-E) Dr. Ritu Sehrawat (B.Com.-H) Dr. Itti Hooda (BBA-E) Dr. Tanvi Rana (MBA)
39	Time Table Committee	Mr. Manoj Kumar (BCA-M) (Co-Convener) Ms. Vinita Tomar (BCA-M) Ms. Nikita Malik (BCA-E) Dr. Preeti Malik (B.Com.-H) Dr. Ruchika Gahlot (BBA-M) Ms. Komal Khatri (BBA-E) Dr. Pallavi Rajain (MBA) Dr. Vanita Anand (B.Ed.) Ms. Shubhrika (Law) DR. PARUL DESHWAL (Convener)
40	Women Development Cell	Ms. Tarunim Sharma (BCA-M) (Convener) Dr. Nisha Solanki (BBA-E) Ms. Minal Dhankar (BCA-E) Dr. Preeti Gahlot (B.Com.-H)

Note:

- Normal Working of the faculty members will not be affected while working in these committees.
- Concerned committee convener can include some members as per the requirements at departmental level. When the convener of the concerned committee is not available the next person will work as Convener.
- It is the responsibility of the convener/ co-convener to collect the relevant information independently and verify at their end before final submission to the concerned authority and annual report committee.
- Departmental committees will be formed by concerned HODs based on MSI committees.
- Every committee will conduct minimum three events (if applicable) where student's participation is involved. Monthly Progress report should be submitted to Deputy Director- MSI with a copy to the Convener (MSI records) for appraisal of the committee.


Dr. Tejbir Singh
(Deputy Director- MSI)


Prof. (Dr.) Harish Singh
(Director-MSI)


Er. Kaptan Singh
(Hon'ble Chairman- Governing Body- MSI)

NAAC Committee

Criteria Convenor	Members
1 Dr. Anita Sharma Curriculum Design	Dr. Preksha, Dr. Shruti Balhara, Ms. Nisha Tokas
2 Ms. Shubrika Faculty Resources	Ms. Pallavi, Ms. Ritu Sehrawat, Ms. Nidhi Jolly
3 Dr. Vijay Dahiya Infrastructure	Dr. Kanika Chaudhary, Ms. Priyanka (B.Com Hons.), Mr. Rohit Bisht
4 Dr. Supriya Chaudhary Financial Resources and Management	Ms. Shikha SHokeen, Dr. Shruti Bhutani, Dr. Nisha Solanki
5 Dr. Promila Dabas Learning and Teaching	Ms. Anshu Punshi, Dr. Dimpy, <u>Dr. Soumya Singhal</u>
6 Dr. Neetu Anand Extended Curricular Engagements	Dr. Pooja Singh, Ms. Nikita Malik, Ms. Chanchal
7 Dr. Shilpa Sindhu Governance and Adminstration	Dr. Asha Chaudhary, Dr. Kirti Dahiya, Dr. Anchal Dabas
8 Dr. Meenal Dhaiya Student Outcomes	Dr. Shailza Dutt, Dr. Tanya Malik, Ms. Rimpay
9 Dr. Sumita Kukreja Research and Innovation Outcomes	Ms. Sonam, Dr. Usha Chhillar, Ms. Priyanka Saluja
10 Dr. H. Nayak Sustainability (Green Initiatives)	Dr. Anupama Sharma, Dr. Anchal Tehlan, Dr. Sushma Malik

NAAC Coordinators:
 Dr. Monika Tushir ✓
 Dr. Monika Davar Davar

W. H. Singh
 16/12/25.
 Prof. (Dr.) Harish Singh
 Director, MSI