

Rao Abhay Singh College of Education

List of Committees/Cells/Clubs

1. Internal Quality Assurance Cell (IQAC)

The Internal Quality Assurance Cell (IQAC) is the cell that is formulated for monitoring the quality parameters in college. It helps the college in planning and monitoring.

In keeping with the institutional policy, the IQAC is committed to evaluating and maintaining :

- ⇒ Value based holistic education in the institution.
- ⇒ Women empowerment.
- ⇒ Preparing the youths to be agents of social and environmental change.

Composition of IQAC Cell.

1	Dr. R.K. Yadav	Chairman
2	Prof. (Dr.) Shalini Yadav	Coordinator
3	Dr. Rekha Yadav	Member
4	Mrs. Jaya Saini	Member
5	Mrs. Sarika Yadav	Member
6	Dr. Sunita	Member
7	Dr. Sheetal	Member

OUTSIDE EXPERTS

- **Dr. Virender Yadav** (Principal, R.P.S College of Education, Khor, Ateli Mandi)
- Local Community Member : **Mrs. Aayushi Yadav.** (Ex. Sarpanch, Saharanwas, Rewari)

2. Guidance and Placement Cell

The career Guidance and Placement cell has been setup in the college for the benefit of the students. The Guidance and Placement cell of the college organises various activities in the college like as :- How to face interview,? How to prepare a resume,? personality grooming programmes, improving communication skill, guidance for various competitive exams.(HTET,CTET,RTET,NET) and many other such activities which help the students to compete confidently with others.

It also provides awareness on higher studies, self employment and job opportunities. The cell takes adequate steps in identifying the current demands of the school and society and prepare students for this need. It also organizes interviews by inviting management of other schools.

Composition of Guidance and Placement Cell.

1	Dr. R.K. Yadav	Chairman
2	Prof. (Dr.) Shalini Yadav	Coordinator
3	Dr. Sunita	Member
4	Mrs. Jaya Saini	Member
5	Mrs. Purva	Member

3. Women Cell

The college has introduced a "women's cell". The cell endeavors to alleviate the negative forces that confront women, both on the campus and in the city. The women cell handles issues related to women welfare. It seeks to empower the students and educate them on gender related issues.

The competitions conducted by the cell are designed to showcase students' talents, boost their confidence and identify their strength areas. Collage, poster making, quiz, singing, rally, mehndi design and some such contests, Seminars are also organized by cell. Every year International Women's Day is celebrated with an important issues or theme in mind, to be highlighted during the programmes.

Composition of Women Cell.

1	Prof. (Dr.) Shalini Yadav	Coordinator
2	Dr. Rekha Yadav	Member
3	Dr. Inna Sharma	Member
4	Mrs. Henna Yadav	Member
5	Mrs. Sunita Yadav	Member
6	Mrs. Nisha Sharma	Member

OUTSIDE EXPERT

- **Mr. Vinay Kumar Yadav** (Advocate, Bar Council, Rewari)

4. Grievance Redressal Cell

The Grievance Redressal Cell was constituted in the college with five members to probe in to the student grievances. It redresses the grievances at individual and class level. The cell maintains a conducive and unprejudiced educational environment. Complaints dropped in the 'Suggestion Box' by students and oral complaints are also redressed. All complaints are solved by the management and the grievance redressal cell.

Composition of Grievance Redressal Cell.

1	Prof. (Dr.) Shalini Yadav	Coordinator
2	Dr. Rekha Yadav	Member
3	Dr. Inna Sharma	Member
4	Dr. Sheetal	Member
5	Mrs. Sunita Yadav	Member

5. Prevention of Caste - Based Discrimination (SC/ST/OBC)

The committee is entrusted

- ⇒ Works to promote diversity and inclusivity among students, faculty, and staff
- ⇒ Works to ensure that all students, faculty, and staff have equal opportunities
- ⇒ Works to educate faculty and staff about caste-based discrimination
- ⇒ Makes recommendations to the college administration based on their investigations

Composition of Caste - Based Discrimination (SC/ST/OBC) Cell.

1	Prof. (Dr.) Shalini Yadav	Coordinator
2	Dr. Rekha Yadav	Member
3	Dr. Sunita Yadav	Member
4	Mrs. Jaya Saini	Member
5	Mrs. Monika	Member

6. Road safety club

A Road Safety Club in a college educates and encourages students to follow traffic rules and engage in safe road practices to reduce accidents and save lives. The club achieves this through activities like workshops, rallies, seminars, and quiz competitions.

The committee is entrusted to

- ⇒ Inform students about traffic rules, road signs, and the dangers of reckless driving, drug abuse, and drunk driving.
- ⇒ Offer workshops and training sessions on road safety measures and basic first aid for accident victims.
- ⇒ Involve students in awareness campaigns, safety drives, and community service related to road safety.

Composition of Road safety Club.

1	Prof.(Dr.) Shalini Yadav	Coordinator
2	Dr. Rekha Yadav	Member
3	Dr. Sunita Yadav	Member
4	Mrs. Sunita	Member
5	Mrs. Nisha Sharma	Member

7. Equal opportunity cell

EOC or Equal Opportunity Cell is a University Grant Commission (UGC) guideline society, which was established in October, 2006 to support students from reserved category, to provide sessions and guidance to the disadvantaged group, to discuss caste, reservation, problems in the campus without fear.

The committee is entrusted in ensuring

- ⇒ Equal Rights and Opportunities for Students.
- ⇒ Promoting Social Inclusion and helping students in getting available scholarships, fee waivers, and other financial aid benefits.
- ⇒ EOCs help increases diversity among students and staff.
- ⇒ They work towards ensuring that all campus facilities, including buildings, libraries, and offices, are accessible to everyone.

Composition of Equal Opportunity Cell

1	Prof.(Dr.) Shalini Yadav	Coordinator
2	Dr. Rekha Yadav	Member
3	Dr. Sunita Yadav	Member
4	Mrs. Jaya Saini	Member
5	Dr. Anita Sharma	Member

8. Mentor-Mentee Cell

Functions to provide students with academic, personal, and emotional support through a structured mentorship program. Its main duties include offering guidance on academic and career goals, assisting with challenges and stress, fostering holistic development, and enhancing student skills like communication and problem-solving.

Composition of Mentor-Mentee Cell.

1	Prof.(Dr.) Shalini Yadav	Coordinator
2	Dr. Rekha Yadav	Member
3	Dr. Sunita Yadav	Member
4	Mrs. Jaya Saini	Member
5	Dr. Sheetal	Member
6	Mrs. Sunita	Member

9. Internal Complaints Committee (ICC) – Complaints if any regarding POSH (Prevention Of Sexual Harassment)

The committee is entrusted

- ⇒ To make the girls aware of the rights and duties.
- ⇒ To keep the campus free from all gender related problems.
- ⇒ To help female students in their mental and physical development.
- ⇒ To arrange the talks of experts of the field of women rights and empowerment.
- ⇒ To make arrangement of the Police Patrolling Van (PCR Van) in morning and evening.

Composition of ICC Committee

1	Prof. (Dr.) Shalini Yadav	Coordinator
2	Dr. Sheetal	Member
3	Dr. Sunita Yadav	Member
4	Ms. Jaya Saini	Member
5	Mrs Archana Yadav	Member

10. Anti-ragging cell

The university grant commission mandated the establishment of anti-ragging cell in higher education institutions in 2009. This cell is dedicated to creating a safe, respectful and inclusive environment for all students.

The committee is entrusted

- ⇒ To create awareness among students about the inhumane effects of ragging and its maladies.
- ⇒ To create an environment of discipline by sending a clear message that no act of ragging will be tolerated and act of ragging will go unnoticed

Composition of Anti-ragging cell

1	Prof. (Dr.) Shalini Yadav	Coordinator
2	Mrs. Sarika Yadav	Member
3	Dr. Sunita Yadav	Member
4	Mrs. Jaya Saini	Member
5	Mrs. Monika	Member
6	Sakshi	Student

11. CULTURAL ACTIVITIES AND ACADEMIC PROGRAMMES COMMITTEE

- ⇒ Organizing cultural activities round the year in order to encourage students participation in such activities in and outside the college.
- ⇒ Organising the 27th May and 1st September functions with maximum & best participation of staff and students.
- ⇒ Holding Seminars/Workshops, org. Lectures of eminent educationists or persons of social repute.
- ⇒ Short speeches in the morning assemble by the staff and students.
- ⇒ Suggesting changes in time-table, academic calendar and other academic activities.

Composition of CULTURAL ACTIVITIES AND ACADEMIC PROGRAMMES Committee.

1	Prof. (Dr.) Shalini Yadav	Coordinator
2	Ms. Jaya Saini	Member
3	Mrs. Sunita	Member
4	Mrs Archana Yadav	Member
5	Mrs. Sarika Yadav	Member
6	Dr. Rekha Yadav	Member

12. RESEARCH AND INNOVATION COMMITTEE

- ⇒ To encourage and motivate the teachers to take up new research projects.
- ⇒ To suggest reference books, research surveys and research journals for the library.
- ⇒ To organize seminars, workshops and conferences for the promotion of research.
- ⇒ To help the students in selecting their problems for research.

Composition of RESEARCH AND INNOVATION Committee.

1	Dr. R.K. Yadav	Chairman
2	Prof. (Dr.) Shalini Yadav	Coordinator
3	Dr. Sheetal	Member
4	Dr. Anita Sharma	Member
5	Mrs. Sarika Yadav	Member
6	Dr. Sunita	Member
7	Mrs. Kiran Jilowa	Member

13. SPORTS COMMITTEE

- ⇒ To identify, games & sports talent among students & encouraging them for participation at University & Higher Levels.
- ⇒ To organize annual sports meet.
- ⇒ To make arrangement of daily games for students.

Composition of Sports Committee

1	Dr. R.K. Yadav	Chairman
2	Prof. (Dr.) Shalini Yadav	Coordinator
3	Dr. Sunita	Member
4	Mrs. Nisha Sharma	Member
5	Mrs. Sarika Yadav	Member
6	Mrs. Poorva	Member

14. Alumni Association

- ⇒ Keeping the record of all students and activities related to students.
- ⇒ Alloting the responsibilities to the students.
- ⇒ Arrange meetings of old students once or twice in a year.
- ⇒ Inviting the old students for attending the functions (annual and others).

Composition of Alumni Association

1	Prof. (Dr.) Shalini Yadav	Coordinator
2	Dr. Sunita	Member
3	Dr. Rekha Yadav	Member
4	Mrs. Jaya Saini	Member
5	Ghansyham	Student
6	Sudeep	Student

15. OUTREACH PROGRAMME COMMITTEE

- ⇒ Social Service activities, Rallies and Blood donation camps organization etc.
- ⇒ To conduct surveys regarding Literacy, Social evils eradication programs.
- ⇒ Planting trees, organizing exhibitions etc.
- ⇒ Organizing community lunch.
- ⇒ Interacting with the industries and social organizations.
- ⇒ Organizing yoga camps.

Composition of ACTIVITIES AND OUTREACH PROGRAMME Committee

1	Dr. R.K. Yadav	Chairman
2	Prof. (Dr.) Shalini Yadav	Coordinator
3	Dr. Rekha Yadav	Member
4	Mrs. Anita Sharma	Member
5	Mrs. Jaya Saini	Member
6	Mrs. Kiran Jilowa	Member

16. Building/Works Committee

- ⇒ To look after the construction work.
- ⇒ To decide about the repair work of the building.
- ⇒ To fix the duties of the support staff in connection of the campus cleanliness.
- ⇒ To discuss and take decision about the future needs of the regarding the building.

Composition of Building/Works Committee

1	Prof. (Dr.) Shalini Yadav	Convener
2	Mrs. Jaya Saini	Member
3	Dr. Sunita	Member
4	Dr. Rekha Yadav	Member
5	Mr. Gopal Dhamija	Member

17. Eco Club

- ⇒ To work for the cleanliness of the whole campus.
- ⇒ To give suggestions to mali staff regarding the plantation work.
- ⇒ To make proper provision and availability of water, pesticides and gobar khad.
- ⇒ To make proper arrangement for the purchase of the seasonal flowers plants.

Composition of Eco Club

1	Prof. (Dr.) Shalini Yadav	Convener
2	Dr. Nisha Sharma	Member
3	Dr. Inna Sharma	Member
4	Dr. Sheetal	Member
5	Mrs. Sarika Yadav	Member
6	Mr. Rakesh Mali	Member

18. PURCHASE COMMITTEE

- ⇒ It will make arrangement for the purchase of the necessary things required in the college.
- ⇒ It will invite requirement of the goods from the concerned incharges. After necessary discussion and remarks it will seek the sanction a Principal. For the purchase of more than Rs. 5000/- from the college fund, the prior sanction of the president will also be taken.
- ⇒ It will arrange the goods by ascertaining the lowest market rates, best quality and timely delivery.
- ⇒ Mostly the payments will have to be made through cheques. But payments below five thousand may be made in cash, if it is available in the office.

Composition of Purchase Committee

1	Dr. R.K. Yadav	Chairman
2	Prof. (Dr.) Shalini Yadav	Bursar
3	Dr. Rekha Yadav	Member
4	Mr. Pawan	Member
5	Mr. Naveen Murli	Member
6	Mr. Gopal Dhamija	Member