

P.E.S COLLEGE OF SCIENCE, ARTS AND COMMERCE, MANDYA

Formation of Committees for the Academic Year 2020 - 21

1. Admission Committee:	Sri.Ninganna	Associate Professor	Coordinator
	Sri.Nataraju	Associate Professor	Member
	Sri.Krishna.B.C.	Assistant Professor	Member
	Dr.Savitha.V.	Assistant Professor	Member
	Dr.Shruthi.S.	Assistant Professor	Member
	Dr.Amruthavarshini.V.	Assistant Professor	Member
	Sri.S.K.Veeresh	Assistant Professor	Member
	Sri.Girish.R.	Assistant Professor	Member

2. Time Table/

Calendar of Events:	Dr.Manjunath M	Associate Professor	Coordinator
	Sri. Shivaramu.V.C	Assistant Professor	Member
	Sri. Renukaiah.K.S.	Associate Professor	Member
	Dr. Amruthavarshini V	Assistant Professor	Member

Note: Collect the Calendar of events from all the departments and committee coordinators to prepare final calendar of events of the college

3. Attendance Committee:	Smt.Mahalakshmi	Associate Professor	Coordinator
	Sri.Krishna.B.C.	Assistant Professor	Member
	Sri.Neelakanta	Assistant Professor	Member
	Dr.Sreenivasaiah.N.Y.	Assistant Professor	Member

- **List of shortage of attendance is to submitted**

4. Examination &

Test Committee:	Sri.Krishna.B.C.	Assistant Professor	Coordinator
	Sri.Jayaramu.K.	Assistant Professor	Member
	Sri. Renukaiah	Assistant Professor	Member
	Sri. Rakshith	Assistant Professor	Member
	Sri.Puneethkumar.	Assistant Professor	Member

5. Cultural &

Extra Curricular Activities:	Sri.S.K.Veeresh	Assistant Professor	Coordinator
	Dr. Amruthavarshini V	Assistant Professor	Member
	Sri.Chandrashekar.C.	Assistant Professor	Member
	Sri.Mariyaiah.S.H.	Assistant Professor	Member
	Sri.David Shantha raju	Assistant Professor	Member
	Sri.Girish.R.	Assistant Professor	Member
	Sri. Sathish S.	Assistant Professor	Member
	Sri.Nandeeshkumar.M.S.	Assistant Professor	Member

- Minimum 3 cultural competitions are required to be conducted to encourage students of other colleges to participate in the events.
- Motivate our college students to participate in the events organized by the other colleges or university

6. Magazine Committee:	Smt. Jyotsna Anilkumar	Associate Professor	Coordinator
	Sri.S.K.Veresh	Assistant Professor	Member
	Dr.Sreenivasaiah.N.Y.	Assistant Professor	Member
	Dr.Amruthavarshini.V.	Assistant Professor	Member
	Sri.Nandeeshkumar.M.S.	Assistant Professor	Member

7. IQAC Committee:	Principal	Chairman
	Dr. Narasimhan.G.V.	Coordinator
	Dr. G Parameshwari	Deputy Coordinator

IQAC Criteria wise Faculty Coordinators

Criteria – 1: Dr.G V Narasimhan

Criteria – 2: Dr.G.Parameshwari

Criteria – 3: Dr.Savitha.V.

Criteria – 4: Dr.Selvaraja.A.

Criteria – 5: Girish.V.

Criteria – 6: Dr.Amruthavarshini.V.

Criteria – 7: Sri.S.K.Veeresha

Administrative Staff Members

Sri. Nagendraswamy

Sri. Krishnamurthy Bhovi

Member of the Management

Sri. Dayananda K R

Dr. H.V Ravindra, Principal, P.E.S Engineering College, Mandya

Alumni Members

**Dr. K Hemalatha, Asst. Professor, Dept. of Physics,
Maharanis college, Mysore**

**Dr. Nandeesh Y D Asst. Professor & Head, Dept. of Socialwork
GFGC Uppinangady**

Industrialist/ Stakeholders:

- Programme on Intellectual Property rights
- Programme for supporting staff
- Programme on Professional ethics for all teaching and nonteaching staff and students
- Annual awareness programmes on code of conduct are to be organized and documents showing code of conduct for students, teachers, governing body and administration
- IQAC Collaboration with other colleges

9. Disciplinary &

Anti Ragging Committee:	Sri. Ramesha R	Physical Edu. Director	Coordinator
	Dr.Selvarja.A.	Librarian	Member
	Sri. Maheshkumar K M	Physical Edu. Director	Member
	Sri. Neelakanta	Assistant Professor	Member
	Sri.S.K.Veresh	Assistant Professor	Member

10. Remedial Coaching Committee:

Sri.Ninganna	Associate Professor	Coordinator
Sri. Shivaramu.V.C.	Associate Professor	Member
Sri. Renukaiah	Associate Professor	Member

- Compulsorily remedial classes are required to be conducted
- Registers to be maintained for remedial coaching for the students of all courses
- Time table for remedial coaching needs to be produced

11. Grievance Redressal Committees

Student/Teachers/Non Teaching :

Sri.S.K.Veerasha	Assistant Prof	Rover Leader
Sri.Ramesha.R.	Physical Education Director	Member
Sri.Maheshkumar.K.M.	Physical Education Director	Member
Sri.Shivaramu.V.C.	Associate Professor	Member

- Maintain Grievance Redressal Register
- Students grievances regarding classes, Classroom cleanliness and any other issues

12. Alumni Committee:

Sri.S.K.Veerasha	Assistant Prof	Coordinator
Sri.Krishna.B.C.	Assistant Professor	Member
Sri. Nandeesh Kumar	Assistant Professor	Member
Sri.Chandrashekar.C.	Assistant Professor	Member
Sri.Srikanth.H.S.	Assistant Professor	Member

- Conduct a alumni meeting at least once in a year
- Conduct a seminar /workshop in association with alumni members to the students
- Registration of alumni association
- Annual audited statements of accounts of
- List of alumnus with the amount contributed year wise to the institutions.

13. Students Welfare Committee :

Sri.S.K.Veerasha	Assistant Prof	Co-ordinator
Sri.Nandeeshkumar.M.S.	Assistant Professor	Member
Sri.Sathish.S.	Assistant Professor	Member
Dr.G.Parameshwari	Assistant Professor	Member

- Induction programme for first year students
- Committees awareness programme for second year and final year students

14. NCC : Lt.Shivaramu.V.C. Associate Prof

- National integration camp
- National festival parades
- Guard of honour during college functions

15. NSS Officers

Sri.Neelakanta	Assistant Professor	Officer Unit 2
Sri.Mariyaiah.S.H.	Assistant Professor	Officer Unit 1
Smt.Deepa.K.C.	Assistant Professor	Member
Smt.BhayvaH.S.	Assistant Professor	Member

- Rural development
- Adoption of village/area
- Health awareness programmes etc.

Programmes to be conducted by both NCC and NSS:

Swachha Bharath
Aids Awareness Programmes
Conduct a seminar on Gender issues

16. Rovers Leader

Sri.S.K.Veeresha.	Assistant Professor	Rover Leader
Sri.Nandeeshkumar.M.S.	Assistant Professor	Asst. Rover Leader

- Community service
- Social service
- Environmental awareness programmes and activities
- Adventurous programmes
- Health awareness programmes

17. RUSA Committee

Sri.Ninganna	Associate Professor	Convenor
Dr.Narasimhan.G.V.	Assistant Professor	Member

18. Sports Committee

Sri.Ramesha.R.	Physical Education Director	
Sri.Maheshkumar.K.M.	Physical Education Director	
Sri.Jyotsna Anilkumar,	Associate Professor	Member
Sri.Jayaramu.K.	Assistant Professor	Member
Sri.Mariyaiah.S.H.	Assistant Professor	Member
Sri.Jogigowda.K.N.	Assistant Professor	Member
Sri.Srikanth.H.S.	Assistant Professor	Member
Smt.Bhavya.H.S.	Assistant Professor	Member
Sri.Pramod.H.M.	Assistant Professor	Member

- In Coordination with NSS Organize life skills programmes such as
 1. YOGA
 2. Physical Fitness
 3. Health and hygiene for staff and students

19. Anti-woman harassment Cell/ :
Sexual Harassment Committee

Smt.Mahalakshmi	Associate Prof	Co-ordinator
Dr.Amruthavarshini.V.	Assistant Professor	Member
Ms.Indushree.R.	Assistant Professor	Member
Smt.Shivamma.D.	Non Teaching Staff	"

- Maintain Grievance Redressal Register
- Workshop on "Gender, Sexuality and Responsible Behaviour"
- Seminar on "Women Participation in Local Governance"
- Seminar on "Crime and Violence against women"

20. Placement Committee :

Sri.Girish.V.	Assistant Prof	Co-ordinator
Dr.Parameshwari.G.	Assistant Professor	Member
Dr.G.V.Narasimhan	Assistant Professor	Member
Sri.Sathish.S.	Assistant Professor	Member
Sri.Girish.R.	Assistant Professor	Member
Sri.Rakshith S N	Assistant Professor	Member

- **Programmes on Career Counseling for all final year students**
- **Seminar / workshop "Guidance for competitive examination"**
- **Seminar / workshop "skill enhancement"**
- **Provide list of the companies for placement**

21. Faculty Co-ordinators (Deans)

Science	:	Sri.Ninganna	Associate Prof
Commerce	:	Sri.Renukaiah	Asst. Prof
Arts	:	Sri.Shivaramu.V.C.	Associate Prof

22. Library Committee :

Dr.Selvaraja.A.	Librarian	Convenor
Dr. Manjunath.M.	Assistant Professor	Member
Sri.Renukaiah.K.S.	Assistant Professor	Member
Sri.Nataraju	Assistant Professor	Member
Sri.Jayaramu.K.	Assistant Professor	Member

- Organize a seminar or workshop on e-learning and e-resources for both students and faculties

23. **Red Cross Committees** :

Sri.Jayaramu.K.	Assistant Professor Co-Ordinator
Sri.Shivaramu.V.C.	Associate Professor Member
Sri.Ramesh.R.	Physical Education Director "
Sri.Maheshkumar.K.M.	Physical Education Director "
Sri.Neelakanta	Assistant Professor Member
Smt.Deepa.K.C.	Assistant Professor Member

- Blood Donation Camp
- Health check up Camp

24. **Equal Opportunity Cell** :

Sri.M.Shivakumar	Assistant Professor Co-Ordinator
Sri.Nataraju	Assistant Professor Member
Sri.Jogigowda.K.N.	Assistant Professor Member

25. **Website Committee** :

Dr.Shruthi.S.	Assistant Professor Co-Ordinator
Smt. Puneethashree	Assistant Professor Member
Sri.Girish.V.	Assistant Professor Member
Dr.Narasimhan.G.V.	Assistant Professor Member
Dr.Selvaraja.A.	Librarian

- Obtain Geo-tagged photos from all the departments and coordinators all the events
- Complete maintenance of college website for NAAC accreditation

26. **Project Committee** :

Dr.G.Parameshwari.G.	Assistant Professor Co-Ordinator
Sri.Girish.V.	Assistant Professor Member
Sri.Umesha.S.	Assistant Professor Member
Sri.Mahesh.S.A.	Assistant Professor Member

- **Workshop on Research Methodology**
- **Seminar on "How to write a research proposal" / Funding Agencies**

27. BOS Committee for Certificate Course in Personality Development:

Science	:	Sri.Ninganna	Associate Prof
Commerce	:	Sri.Renukaiah.	Asst. Prof
Arts	:	Sri.Shivaramu.V.C.	Associate Prof
Members :		Dr. G Parameshwari	
		Chandrashekar C	
		Indushree	
		Nisarga	
		Sathish S	

- List of the final year students enrolled for the certificate course with signature
- Conduct minimum three personality development programmes for the final year students
- Given syllabus need to be completed within 30hrs of classes.
- Conduct final exams for the certificate course
- Distribution of certificates

28. Industry Visit Committee :

Science	:	Ms. Indushree
Commerce	:	Mr. Girish V
Arts	:	Mr. David

- Minimum one field visit must be held for all the final year students

Role of HoD's

1. Department of Political Science: Administrative Training Programmes for both teaching and non-teaching faculties
2. Computer Science : ICT, Computing skills
3. English Department: Language and communication skills
4. Commerce Department: Entrepreneurship development
5. Science Department : Exhibition, Conference, workshop,
6. PG Departments: Seminars, workshops and special lectures
7. Botany and Environmental Science Departments: Environmental promotion activities need to be conducted.

Common to all departments :

- **Conduct special lectures and events**
- **Conduct class rooms seminars**
- **Programme outcome/learning outcome report has to be given**
- **Encourage the students to involve in innovative activities**
- All faculties are required to publish minimum two research articles in a academic year
- Criteria 1 – Coordinator need to obtain feedback on the syllabus and its transaction at the institution from the following stakeholders
 1. Students
 2. Teachers
 3. Employers
 4. Alumni
- Collaborative activities
- Personal counseling and mentoring

Note:

- 1) All Committees are required to work for the Academic year 2020-21
- 2) The working details, action plan, Budget Break-up, Budget Approval, execution details and annual report with relevant documents to be submitted at the end of the academic year without fail to the office of the Principal.
- 3) All committees are to be work in a time bond manner.

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