

## LIST OF COMMITTEES:

1		<p>Streering Committee:-  Chairman - <b>Shri.D.B.Lyner (Principal)</b>  Convener - Shri.K.Ranee.  Members:- Shri.A.K.Choudhury  Shri.P.Hynniewta  Smt.D.M.Wahlang  Smt.C.Syngai  Smt.L.M.Synrem  Shri.K.M.Syiem.</p>	a	<p><b>FUNCTIONS:</b>  To oversee the overall functioning of all the different committees.</p>
2	a	<p>Academic Committee:  Chairman – <b>Shri.D.B.Lyner ( Principal)</b>  Convener:- Shri.A.K.Choudhury  Member:- Shri.K.Niangmih  Shri.S.Kharwanlang  Smt.T.Sinha  Smt.C.Swer  Smt..C.Syngai  Smt.R.P.Muktieh</p>	a	<p>It shall be the responsibility of this committee to oversee the overall Academic development of the College.</p>
			b	<p>The Committee shall be responsible to ensure that atleast 75% attendance is attained by all students.</p>
			c	<p>The Committee shall perform a quarterly assessment of the attendance, academic performance of students and decide on necessary course of action.</p>
			d	<p>The Committee shall prepare standing instructions on the requirements to be followed by the students.</p>
			e	<p>The Committee shall plan, formulate and prepare time tables for regular classes and shall see to it that all departments are allocated equal number of classes during the academic session.</p>
	b	<p>Prospectus &amp; Time table Committee:-  Members: <b>Shri.A.K.Choudhury</b>  Shri.K.Niangmih  Shri.S.Kharwanlang  Smt.T.Sinha  Smt.C.Swer  Smt.C.Syngai  Smt.R.P.Muktieh  Shri.P.Hynniewta (co-opted member)</p>	a	<p>It shall design and approve the College prospectus.</p>
			b	<p>It shall decide on the grouping of subjects and courses offered by the College.</p>
			c	<p>It shall work out the rules and regulations of the college to be printed on the prospectus in consultation with the principal of the College.</p>
			d	<p>The Committee shall plan, formulate and prepare time tables for regular classes and shall see to it that all departments are allocated equal number of classes during the academic session.</p>

3	<p>Admission Committee:-  Convener – <b>Shri.A.K.Choudhury</b>  Members:- Smt.T.Sinha  Smt.C.L.Sunn  Smt.K.Niangmih  Smt.I.G.Marbaniang  Smt.C.Syngai  Shri.P.Hynniewta</p>	a	It shall be the responsibility of this Committee to oversee screening of students seeking admission in the College.
4	<p>Evaluation Committee:-  Convener – <b>Shri.P.Hynniewta</b>  Members:- Smt.C.Syngai  Shri.K.Niangmih  Smt.C.Swer  Shri.K.M.Syiem  Smt.R.P.Muktieh  Smt.T.Sinha  Shri.A.K.Choudhury  Shri.S.Kharwanlang</p>	a b c	<p>The Committee shall perform a quarterly assessment of the attendance, academic performance of students and decide on necessary course of action.</p> <p>The Committee shall prepare standing instructions on the requirements to be followed by the students.</p> <p>The Committee shall plan, formulate and prepare time table for regular classes and shall see to it that all departments are allocated equal number of classes during the academic session.</p>
5	<p>Seminar &amp; Research Committee:-  Convener – <b>Shri.A.K.Choudhury</b>  Members:- Smt.E.Lyngdoh  Smt.L.M.Synrem  Smt.I.Mitri  Smt.C.L.Sunn  Smt.A.B.Lyngdoh</p>	a b c	<p>It shall be the responsibility of this committee to organize Research Works.</p> <p>It shall be the responsibility of this committee to conduct seminars, workshops etc.</p> <p>It can also accept proposals from the Departments for organizing any such seminars workshops.</p>
6	<p>Sports &amp; Cultural Committee &amp; Beautification Committee  Convener – <b>Shri.E.V.War</b>  Members:- Smt.L.M.Synrem  Smt.S.Nongkhlaw  Shri.W.M.B.Monsang  Smt.B.C.Lanong  Smt.A.Kurkalang  Shri.G.S.Kharwanlang  Shri. S.Kharwanlang  Smt.H.W.Kharshiing</p>		<p>The committee shall handle all matters related to sports activities participated by the college.</p> <p>It will also look into the active participation of the college in extra-curricular activities- Literary, non-literary or any such.</p> <p>It is also endowed with the responsibility of overseeing/ organizing the College Week Programme.</p> <p>It shall be the custodian of all Sports item under the possession of the college and accordingly maintain an inventory for the same.</p>
7	<p>Infrastructure Committee:-  Convener - <b>Shri.P.Hynniewta</b>  Members:- Shri.K.Niangmih  Shri.G.S.Kharwanlang</p>	a b	<p>It shall look into the overall construction, renovation and improvements of the college Building infrastructure.</p> <p>It shall decide and approve the estimates and expenditures pertaining to any construction, renovation or improvements of the college.</p>

8	Library Advisory committee:- Convener – <b>Smt.D.Marbaniang</b> Members:- Shri.A.K.Choudhury Shri.K.Niangmih Shri.S.Kharwanlang Smt.T.Sinha Smt.C.Swer Smt.C.Syngai Smt.R.P.Muktieh	a b c	It shall review the status of the Library, in terms of the availability of books from time to time. It shall be the responsibility of this committee to work out modalities for the acquisition of books for further enhancement of the Library. It shall be the responsibility of this committee to submit the proposals to the Office of the Principal for the purpose of obtaining funds / grants-in-aids etc for further augmenting the resources in the College Library. It shall see to the functioning of the Book Bank.
9	Grievances Committee:- Convener – <b>Smt.D.M.Wahlang</b> Members:- Shri.S.Kharwanlang Shri.P.Hynniewta Smt.T.Sinha Smt.C.Syngai Smt.P.M.Syiem	a b	It shall be the responsibilities of this committee to organize skill and communication on development programmes. The committee shall make necessary arrangements for providing counseling for students who are in need to be counselled.
10	Career Guidance & Councelling Committee:- Convener - <b>Smt.L.M.Synrem</b> Members:- Smt.D.M.Wahlang Smt.M.Wahlang Smt.P.M.Syiem Smt.A.B.Lyngdoh Smt.P.Khyriem Smt.B.M.Kynta	a b	It shall be the responsibilities of this committee to organize skills and communication on the development programmes. The committee shall make necessary arrangements for providing counseling for students who are in need to be counseled.
11	NSS / P.O:- Convener – <b>Shri. K.M.Syiem</b> Members:- Shri. K.Ranee Sirdar of Elaka Saitsohpen	a	The College NSS unit shall function according to the specified Guidelines laid down by the NSS.
12	NCC:- Convener - <b>Shri.W.M.B.Monsang</b> Members:- Smt.M.M.Nongbri	a	The College NCC Unit shall function as per specified guidelines of the NCC.
13	Red Ribbon Club:- Convener - <b>Smt.D.R.Rani</b> Members:- Smt.U.Khylllep Smt.H.W.Kharshiing	a	It shall function as per guidelines of the RRC.
14	Magazines & Campus News Committee:- Convener – <b>Smt.T.Sinha</b> Members :- Shri.K.Ranee Shri.W.M.B.Monsang Smt.B.M.Kynta	a b	The Committee shall be responsible for editing, publishing of the College magazines, campus news. The Committee shall take steps to encourage students to explore their creativity through write-up on any kind of expression and consider publishing the same in the college magazines, campus news.

		Smt.E.Lyngdoh	c	The Committee shall decide on the frequency of the publication of the College Magazine and the campus news.
15		Alumini Committee:- Convener – <b>Smt.D.M.Wahlang</b> Members:- Smt.I.Diengdoh Shri.P.S.Lyngdoh Smt.S.Nonglait Smt.J.F.Rani	a b	The Committee shall be responsible for linking the Alumini of the college to their alma matter. The Committee shall decide on bringing together the former students and make efforts to contribute to the college on various aspects.
16		Student Welfare & Educational Committee:- Convener – <b>Smt.M.M.Nongbri</b> Members:- Shri.E.V.War Smt.M.Wahlang Smt.S.Nongkhlaw, President & Secretary of Sohra Government College Student Union.	a b c d	The Committee shall be responsible for the general welfare of the students of the college. The Committee shall from time to time gather feedbacks and suggestions from the college students with a view to improve their academic aspirations and welfare. The Committee shall be responsible for proposing necessary facilities to be provided to students of the college. The Committee shall be responsible to organize study tours for students of the college from time to time.
17		IQAC:-(Internal Quality assurance Cell) Chairman – <b>Shri.D.B.Lynser(Principal)</b> Co-ordinator :- Smt.C.Syngai Members:- Smt.T.Sinha Shri.P.Hynniewta Shri.K.Niangmih Smt.C.L.Sun Shri.A.K.Choudhury Smt.I.Diengdoh	a b c d	The Committee shall be responsible for the NAAC preparation. It shall meet atleast once in a quarter. To submit its report to the Steering Committee showing the progress from time to time. To function as per guidelines laid down by UGC
18		Information & Documents Committee:- Convener – <b>Smt.U.Khylllep</b> Members:- Shri.S.Kharwanlang Shri.W.M.B.Monsang Smt.D.D.Rani	a b	The Committee shall be responsible to deal with all issues relating to information sought by the public (in the case of RTI) The Committee shall be responsible for documentation, photography, digital recording of all events special functions, celebrations, seminars, workshops etc organize, participate by or taking place within the College.
19		Disciplinary Committee- Convener – <b>Shri.A.K.Choudhury</b> Members:- Smt.C.Syngai Smt.D.M.Wahlang Shri.P.Hynniewta Smt.I.Mitri Shri.K.M.Syiem	a b c	The Committee shall insure that discipline is adhered to in the College by the Students. The Committee shall lay down the College rules and regulations to be followed by the College Community and shall enforce the same The Committee shall decide on disciplinary matters pertaining to Students and Staff. The Committee can summon any student/ students to the Committee in

		Shri.E.V.War Smt.A.Kurkalang	d	established cases for indisciplinary, negligence, etc
20		Purchase Committee:- Convener – <b>Smt.T.Sinha</b> Members:- Smt.C.Syngai Shri.K.M.Syiem Shri.G.S.Kharwanlang Smt.I.Diengdoh	a	To make necessary procurement when the need arise.
21		Disaster Management Committee:- Convener - <b>Shri.W.M.B.Monsang</b> Members:- Smt.M.M.Nongbri Smt.L.M.Synrem	a	To prepare a Disaster plan for the College.
22		Internal Accounts and Audit Committee:- Convener – <b>Shri.K.Niangmih</b> Members:- Shri.A.K.Choudhury Shri.P.Hynniewta	a	To check and verify the functioning of the income and expenditure of the college.