

GAUR BRAHMAN COLLEGE OF EDUCATION, ROHTAK
PROCEDURE AND POLICIES (2017-18)

The structure and functioning of committees within a college play a crucial role in maintaining its smooth operation and fostering progress across various areas. Let's elaborate on each aspect mentioned:

Purchase Committee: This committee is responsible for procuring necessary resources and equipment for the college. They ensure that the purchases align with the academic and administrative needs while also considering budgetary constraints.

Sports Committee: The Sports Committee oversees all sporting activities within the college. This includes organizing events, maintaining sports facilities, and promoting physical fitness among students and staff.

Placement Cell: The Placement Cell assists students in securing employment opportunities by organizing job fairs, inviting companies for campus recruitment, and providing career counseling and guidance.

NAAC/NCTE/UGC/DHE Committee: This committee ensures that the college complies with the standards and guidelines set by regulatory bodies such as the National Assessment and Accreditation Council (NAAC), National Council for Teacher Education (NCTE), University Grants Commission (UGC), and Department of Higher Education (DHE).

Cultural Committee: The Cultural Committee is responsible for organizing cultural events, festivals, and celebrations within the college. They promote cultural diversity and artistic talents among students and staff.

Maintenance Personnel: Technical personnel are hired to maintain essential systems like fire extinguishers, bio-matrix attendance systems, and technical infrastructure. They ensure that these systems are functioning efficiently to support the college's operations.

Website Maintenance: One of the technical personnel is assigned the task of maintaining the college website. They update content, ensure functionality, and provide technical support to users.

Computer Services Center: The Computer Services Center offers regular technical support and maintenance services to ensure the smooth functioning of computer systems, networks, and software within the college.

In-house Maintenance Staff: The college employs its own maintenance staff to address various maintenance needs across different departments and facilities. This includes tasks related to infrastructure, electric supply, plumbing, and general upkeep.

Issue Resolution: Each committee is tasked with promptly addressing issues within its purview. For example, the Sports Committee handles sports-related issues, the Library Committee prioritizes library-related concerns, and so on. This ensures that problems are resolved efficiently to minimize disruptions to college operations.

Overall, these committees and personnel work together to create an environment conducive to learning, growth, and holistic development within the college. They play a vital role in ensuring that academic, administrative, and support services are effectively managed to meet the needs of students, faculty, and staff.

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