



ରମାଦେବୀ ମହିଳା ବିଶ୍ୱବିଦ୍ୟାଳୟ, ବିଦ୍ୟା ବିହାର, ଭୁବନେଶ୍ୱର
Rama Devi Women's University, Vidya Vihar,
Bhubaneswar, Odisha-751022, Ph.no-0674-2542644,
E-mail-registrar@rdwu.ac.in, Website- www.rdwuniversity.nic.in

No. 3996/1

Dt. 23.8.22

OFFICE ORDER

As per direction, the following committees and assignments are made among the faculties for smooth functioning of the University office. All previous orders are superseded by the present order. All are hereby instructed to join in their respective assignment/s by **2nd September, 2022**, under intimation to the undersigned. The duration of the assignment(s) is until further order.

All the OICs of outgoing committees must submit a brief report of the activities/work done in the last one year to the undersigned by **6th September 2022**.

**COMMITTEES AND ASSIGNMENTS FROM REGISTRAR'S OFFICE, RDWU
(2022-2023 Academic Session)**

Sl. No.	Name of The Committee or Assignment	Committee Member/s (Designation)
1.	Post-Graduate Council	1. Prof. Chandi Charan Rath (Chairman) 2. Dr. Manisha Mishra (AO - PG & PhD Programs) 3. Dr. Snehalata Das (AO - UG Programs) 4. Ex-officio Members: i) All HoDs of Post-Graduate & Undergraduate Departments ii) Hostel Warden iii) DSW 5. Prof. Sasmita Mohanty
2.	College Development Council (CDC)	1. Ex-officio Members: Vice-Chancellor 2. Prof. Sasmita Mohanty (Director) - Convener 3. Principals of affiliated colleges (48) 4. Govt. Representative from Education Department
3.	Controller of Examination Unit	1. Dr. Mamata Mohanty (Controller of Examination) - Convener 2. Dr. Kalpana Sahoo (Dy. Controller of Examination) 3. Ms. Gitanjali Naik (Dy. Controller of Examination) 4. Mr. Suprit Panigrahi (Dy. Controller of Examination) 5. Dr. Faheem Ud Din Dar (Dy. Controller of Examination)
4.	Deputy Registrars	1. Dr. Dillip Kumar Bishi (Establishment) 2. Dr. Navneet Kaur (Administration)
5.	Director Student Welfare	1. Dr. Shikha Singh (RDWU campus including all affiliated colleges)

6.	1stAppellate Authority & Public Information Cell	<u>1stAppellate Authority</u> 1. Smt. Shyamali Mohapatra (OAS), Registrar
		<u>PIO</u> 1. Dr. Ambika Shankar Mishra (Public Information Officer) 2. Dr. Sumitra Sethy (Assistant PIO)
		<u>PIC and PRC</u> 1. Dr. Manas Behera - Public Relation Officer 2. Dr. Pankaj Kumar Naik - Member
7.	Sports Council (Affiliated College & University Departments)	1. Prof. Jyotirmayee Acharya (Director) - Convener 2. Dr. Itishree Sarangi (Dy Director) 3. Dr. Prakash Chandra Parichha (OIC affiliating Colleges) 4. Dr. Mukta Mayee Kumbhar 5. Mr. Narsingh Majhi ((OIC, University Departments) 6. Ms. BR Abha Ayushree
8.	Purchase Committee	1. Mr. Chittaranjan Das Mishra (Comptroller of Finance) 2. Mr. Dharanidhar Das, (Budget-cum-Accounts Officer) 3. Dr. Sabat Digal (Purchase Officer) - Coordinator 4. Dr. Biplab Kumar Guru 5. Ms. Monalisa Jena (OIC, GeM Portal) 6. Ms. Ahaana Mansai- Member 7. Mrs. Sonali Madhusmita Mohapatra-Member
9.	Finance Committee	1. Ex-Officio Members - i) Registrar ii) CoF (Convener) iii) CPGC iv) Syndicate Members - • Prof. Sasmita Mohanty • Prof. Madhusmita Pati v) BAO vi) Govt. Representatives (2 Nos. from Dept. of Finance and Education Department) 2. Dr. Sabat Digal
10.	Library Committee	Ex-Officio Members - 1. Registrar 2. CoF 3. CPGC 4. Prof. Madhusmita Pati - Professor-in-Charge of Library 5. Dr. Sanghamitra Bhanja 6. Mr. Suprit Panigrahi 7. Dr. Basanta Behera 8. Dr. Anima Bag 9. Librarian(I/C) - Convener & Coordinator
11.	Stock and Store	1. Dr. Sakti Kanta Rath (OIC) 2. Dr. Kalyani Sarangi 3. Mr. Pradeep Kumar Dalai (to assist in Physical Verification of stocks)

12.	University Examination Committee	Ex-Officio Members - i) Vice Chancellor ii) Registrar iii) CPGC 1. Controller of Examination (Secretary) - Convener 2. Syndicate Members i) Prof. Sasmita Mohanty ii) Prof. Chandrashree Lenka 3. Dr. Raj Kumar Joshi 4. Mr. Suprit Panigrahi (Coordinator)
13.	Regulation Committee	1. CPGC - Convener 2. Prof. Sasmita Mohanty 3. Prof. Madhusmita Pati 4. Prof. Chandrashree Lenka 5. Controller of Examinations 6. Prof. Ranjan Kumar Bal (External Members) 7. Dr. Chinmaya Pradhan, Head Dept. of Botany, Utkal University 8. Dr. Sankar Prasad Mohanty (Coordinator)
14.	Research & Development Committee	1. CPGC - (Ex-Officio) - Convener 2. Prof. Sasmita Mohanty 3. Prof. Madhusmita Pati 4. Prof. Jyotirmayee Acharya 5. Prof. Chandrashree Lenka 6. Dr. Bibudhendu Pati - Coordinator
15.	Recognition Committee	Ex-Officio Members: i) Vice Chancellor ii) CPGC iii) CoE 1. Prof. Madhusmita Pati 2. Prof. Jyotirmayee Acharya 3. Prof. Chandrashree Lenka 4. Registrar (Convener)
16.	Institutional Ethics Committee (IEC)	Ex-Officio Member CPGC 1. Prof. Jyotirmayee Acharya 2. Prof. Sasmita Mohanty- (Chairperson) 3. Scientist from Medical Practice (External Expert -1) 4. Scientist from Basic Science (External Expert -2) 5. Social Scientist / Philosopher (External Expert -3) 6. Legal Advisor (Advocate, External Expert -4) 7. Member of IEC from another organisation (ICMR- RMRC /NISER / ILS/ AIIMS/ Utkal University) 8. Legal Advisor (Associated with RDWU) 9. Lay Person (NGO representative) 10. Dr. Alok Prasad Das (Member Secretary & Convener)

17.	Institutional Academic Integrity Council (IAIC)	<ol style="list-style-type: none"> 1. CPGC – Ex-Officio Member - Chairperson & Convener 2. Dr. Sujata Mohanty - Coordinator 3. Librarian (I/C, Anti-plagiarism Tool)
18.	Internal Quality Assurance Cell (IQAC)	<p>Ex-officio Members –</p> <ol style="list-style-type: none"> 1. Vice Chancellor 2. Registrar 3. CPGC <p>Internal Members –</p> <ol style="list-style-type: none"> 1. Prof. Sasmita Mohanty - Director 2. Prof. Jyotirmayee Acharya - Dy Director 3. Dr. Shikha Singh 4. Dr. Aliva Mohanty 5. Dr. Debabala Swain 6. Dr. Ambika Shankar Mishra 7. Dr. Sanjay Kumar Raul 8. Dr. Jayashree Jethy 9. Dr. Monalisa Mohanty 10. Dr. Sarita Mishra 11. Dr. Biplab Kumar Guru 12. Dr. Sankar Prasad Mohanty - Coordinator <p>External members –</p> <ol style="list-style-type: none"> 4. Ms. Bishakha Bhanja – National Alliance for Women (NGO) 5. Ms. Rashmi Sahoo – Ruchi Foods (Industry Representative) <p>Student Representatives–</p> <ol style="list-style-type: none"> 1. Ms. Banismita Tripathy (PG) 2. Ms. Sanchita Patra (UG) <p>Members Syndicate –</p> <ol style="list-style-type: none"> 1. Prof. Ranjan Kumar Bal 2. Major. (Dr.) Kalpana Das
19.	NAAC Mentoring to the Affiliated Colleges	<ol style="list-style-type: none"> 1. Dr. Bibudhendu Pati – OIC 2. Dr. Subhasmita Khuntia
20.	ICT Cell – (Biometrics, University Website, Wi-fi)	<ol style="list-style-type: none"> 1. Head Computer Science – OIC 2. Dr. Raj Kumar Joshi – University Website 3. Mr. Purna Chandra Sethi - Wifi & Biometrics) 4. Dr. Dillip Kumar Bishi (Dy. Registrar, Estt.) 5. Dr. Navneet Kaur ((Dy. Registrar, Admn.) <p>(CPGC & or Registrar’s approval before uploading the Content in the University Website)</p>

21.	University Data Base Unit (NIRF, AIU & AISHE)	<ol style="list-style-type: none"> 1. Dr. Raj Kumar Joshi - Nodal Officer 2. Dr. Monalisha Jena 3. Dr. Sanjay Kumar Raul 4. Dr. Rama Krishna Vinayak
22.	IPR Cell	<ol style="list-style-type: none"> 1. Dr. Alok Prasad Das - OIC 2. Dr. Tilothama Bhotra- Member
23.	IDP Committee (World Bank Funding)	<p>Ex-officio Members -</p> <ol style="list-style-type: none"> 1. Vice Chancellor 2. Registrar 3. CoF 4. Prof. Chandrashree Lenka (Coordinator) 5. Dr. Santosh Biswal 6. Dr. Sakti Kanta Rath 7. Dr. Sarita Mishra
24.	RUSA Project Monitoring Unit	<p>Ex-officio Members -</p> <ol style="list-style-type: none"> 1. Vice Chancellor 2. Registrar 3. CoF 4. CPGC 5. Prof. Sasmita Mohanty 6. Dr. Manas Behera 7. Dr. Sabat K. Digal 8. Dr. Navneet Kaur (Dy. Registrar, Admn.) 9. Dr. Dillip Kumar Bishi ((Dy. Registrar, Estt.) 10. Mr. Pradeep Kumar Dalai (Non-Teaching) 11. Dr. Sakti Kanta Rath (Coordinator)
25.	NSS & Ek Bharat Shresht Bharat (EBSB)	<ol style="list-style-type: none"> 1. Dr. Aliva Mohanty (Coordinator) 2. Ms. Gitanjali Naik
26.	Building Committee	<p>Ex-Officio Members -</p> <p>VC Registrar CPGC</p> <ol style="list-style-type: none"> 1. Dr. Itishree Sarangi - OIC 2. Dr. Ashok Kumar Digal - Coordinator 3. Dr. Dillip Kumar Bishi (Dy. Registrar, Estt.) 4. Dr. Navneet Kaur (Dy. Registrar, Admn.) 5. Mr. Pradeep Kumar Dalai
27.	Furniture Committee	<ol style="list-style-type: none"> 1. Dr. Itishree Sarangi - OIC 2. Dr. Ashok Kumar Digal (Coordinator) 3. Ms. B.R. Abha Ayushree 4. Dr. Dillip Kumar Bishi (Dy. Registrar, Estt.) 5. Dr. Navneet Kaur (Dy. Registrar, Admn.) 6. Mr. Pradeep Kumar Dalai

28.	Community Connect Cell	<ol style="list-style-type: none"> 1. Dr. Aliva Mohanty (Chairperson) 2. Dr. Suryamani Patro - (Member Coordinator) 3. Dr. Sayantani Behura 4. Dr. Sasmita Kar 5. Dr. Sonali Madhusmita Mohapatra
29.	Helpdesk & Mo Sarkar	<ol style="list-style-type: none"> 1. Dr. Dillip Kumar Bishi (OIC) 2. Mrs. Nity- Member
30.	Modernization of Classroom Committee	<ol style="list-style-type: none"> 1. Dr. Debabala Swain - Coordinator 2. Dr. Biplab Kumar Guru 3. Dr. Dillip Kumar Bishi (Dy. Registrar, Estt.) 4. Dr. Navneet Kaur (Dy. Registrar, Admn.)
31.	Campus Supervision Committee: (Cleaning, Security, Cycle & Car Stand & Land scaping)	<ol style="list-style-type: none"> 1. Prof. Pranati Sahu (OIC) 2. Dr. Itishree Sarangi 3. Dr. Sabahat Tabriz 4. Mr. Sudam Sahoo 5. Dr. Rebati Kanta Moharana 6. Mr. Pradeep Kumar Dalai (Coordinator)
32.	Internal Complaint Committee (ICC)	<ol style="list-style-type: none"> 1. Prof. Jyotirmayee Acharya - Chairperson 2. Dr. Kalyani Sarangi - Coordinator 3. Dr. Atashi Rath 4. Ms. Sibangi Das - PG (Student Representative) 5. Ms. Swarupa Sutar - UG (Student Representative) 6. Ms. Sangita Patnaik (Non-teaching Representative) 7. Ms. Uppali Mohanty, Centre for Youth & Social Development, Bhubaneswar - NGO representative 8. Ms. Deepali Mohapatra, Advocate Odisha High Court, Cuttack (Legal Advisor)
33.	University Level Functions Committee: (Foundation Day, Convocation, Syndicate, Academic Council, Independence Day & Republic Day)	<ol style="list-style-type: none"> 1. Registrar - Convener 2. CPGC 3. Director, CDC 4. Warden 5. Director Student Welfare 6. CoF 7. CoE 8. Deputy Registrar (Estt.) 9. Deputy Registrar (Admn) 10. Mr. Rebati Kanta Moharana 11. Mr. Pradeep Kumar Dalai - Coordinator 12.
34.	Institutional Bio-safety Committee	<ol style="list-style-type: none"> 1. CPGC - (Chairperson) 2. DBT, Govt. of India Nominee 3. Prof. Sasmita Mohanty (Member Secretary) 4. Prof. Siva Prasad Adhikari External Expert 5. Bio-safety Officer (A Medical Officer of Professor rank) 6. Internal Members- <ol style="list-style-type: none"> a. HOD, Life Science

		b. HOD, biotechnology c. Dr. Shikha Singh - Coordinator	
35.	Obsolete Disposal and Auction Committee	Ex-officio members a. Registrar - Convener b. CoF c. CPGC d. Two syndicate members approved by VC e. Govt. Representative (Finance Department) 2. Deputy Registrar- Administration 3. Deputy Registrar- Establishment 4. All HoDs of PG Departments (Disposal of Department-wise obsolete items) 5. OIC Purchase (for tendering Auction, if any) 6. CoE (Disposal of old Examination Papers, answer scripts and Records) 7. OIC Stock and Store (Disposal of surplus, obsolete and unserviceable items) 8. OIC ICT cell (E-waste management) 9. Warden-Hostel (Disposal of obsolete and unserviceable items of hostel) 10. Librarian (I/C) (Disposal of obsolete and unserviceable items of Library) 11. Legal Representative of the University 12. Mr. Pradeep Kumar Dalai, Campus Supervisor (Coordinator)	
36.	Legal Cell	1. Registrar- Chairperson 2. Dy. Registrar (Establishment) 3. Mr. Pradeep Kumar Dalai-Member Coordinator	
37.	"MO College Abhijan" University Level	University Level Committee (ULC) Members	
		Members	Position
		Vice-Chancellor	Prof. Aparajita Chowdhury, Chairperson
		Two senior representatives of the University Development Committee	Members: 1. Prof. Madhusmita Pati 2. Dr. Shikha Singh, DSW
		3(three) alumni of the concerned University from different fields and to be nominated by the Vice-Chancellor concerned	Members: 1. Dr. Aparajita Mohapatra, Asst. Secretary, Alumni Association, RDWU 2. Mrs. Sandhya Patnaik, Chairperson, NIFD 3. Dr. Sasmita Kar, Assistant Professor of Education, RDWU
Two (2) or more members to be nominated by the Vice-Chancellor including but not limited to the field of education, the arts, literature,	Members: 1. Prof. Mitali Chinara, Educationist & Eminent Odishi Singer 2. Mrs. Snigdha Panigrahi, Social Worker, ex-member, Mahila		

		design, advertising, science, engineering, social work and sports	Commission
		Mo College Co-Ordinator to be nominated by the Principal of the respective College;	Member Convener: 1. Dr. Snehalata Das, Assistant Professor of Hindi, RDWU
		Internal Members (ULC)	
		<ol style="list-style-type: none"> 1. Dr. Subhasmita Khuntia 2. Dr. Ananya Behera 3. Dr. Sumitra Sethy 4. Ms. Monalisha Munda 	
38.	Office of International Affairs	<ol style="list-style-type: none"> 1. Dr. Dillip Kumar Bishi- Nodal Officer 2. Dr. Sayantani Behura- Member 3. Dr. Manisha Mishra- Member 	
39.	Unnat Bharat Abhiyan Committee	<ol style="list-style-type: none"> 1. Prof. Jyotirmayee Acharya - Convener 2. Dr. Bimala Patro - Coordinator 	
40.	Social Media @RDWU Face Book & Twitter	<ol style="list-style-type: none"> 1. CPGC Ex-Officio 2. Ms. Jamuna Tudu - Coordinator 3. Ms. Nity 4. Mr. Rebaty Kanta Moharana <p>(Approval from CPGC, before uploading any content)</p>	
41.	Sarala Devi Centre for Gender Research	Ex-Officio Members: <ol style="list-style-type: none"> 1. CPGC - Chairperson 2. Prof. Jyotirmayee Acharya - Convener 3. Dr. Shikha Singh 4. Head, Dept. of Gender Studies 5. Head Dept. of Home Science 6. Head Dept. of Psychology 7. Head Dept. of Sociology 8. Dr. Aparajita Biswal - Coordinator 	
42.	Head & Coordinators	Department	Name
		English	Prof. Madhusmita Pati
		Odia	Dr. Sanghamitra Bhanja
		Hindi	Dr. Snehalata Das
		Sanskrit	Prof. Pranati Kumari Sahoo
		Economics	Dr. Aparajita Biswal
		Commerce	Dr. Sabat K. Digal
		Psychology	Mr. Sudam Sahoo
		Pol. Science	Dr. Manas Behera
		Chemistry	Dr. Mamata Mohanty
		Botany	Dr. Sujata Mahapatra
		Zoology	Dr. Prakash C Parichha
		Home-science	Prof. Chandrashree Lenka
Biotechnology	Dr. Sujata Mohanty		
		Designation	
			HOD
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		Comp. Science	Dr. Bibudhendu Pati	HOD
		Life-sciences/IMB	Dr. Shakti kanta Rath	HOD
		Gender Studies	Prof. J. Acharya	HOD
		Education /B.Ed	Dr. S.P. Mohanty	HOD
		JMC	Dr. Santosh Biswal	HOD
		Sociology	Dr. Atashi Rath	HOD
		Philosophy	Dr. Kalyani Sarangi	HOD
		History	Dr. Ambika S. Mishra	Coordinator
		Statistics	Dr. Anima Bag	HOD
		Mathematics	Dr.Chhabirani Panigrahi	Coordinator
		Physics	Dr. Raj Kumar Joshi	Coordinator
		Music	Dr. Suryamani Patro	Coordinator
		Ncc	Dr. N. Kaur	Coordinator
		M.B.A	Dr. Sabat Digal	Coordinator
43.	Board of Residence	<p>Ex-officio Members:</p> <p>a. CPGC</p> <p>b. Director, Student Welfare</p> <p>2. Hostel Warden</p> <p>3. Dy. Registrar, Admin</p> <p>4. Dy. Registrar, Estt.</p>		
		Name of the Hostel	Designation	Name of the Faculty
		Anindita		
			Superintendent	Dr. Aparajita Biswal
			Asst. Superintendent	Dr. Monalisa Mohanty
		Ananya		
			Superintendent	Dr Aliva Mohanty
			Asst. Superintendent	Dr. Gouri Prava Samal
		Aseema		
			Superintendent	Dr. Sasmita Kar
		Annapurna		
			Superintendent	Prof. Pranati Kumari Sahoo
			Asst. Superintendents	Dr. Bimala Patra
				Ms. Anushriya Sahoo
				Ms. Nity
		IGWH (SC/ST)		
			Superintendent	Dr. Mukta Mayee Kumbhar
			Asst. Superintend	Ms. Monalisa Munda

		Anwasha (Research Hostel)	
			Superintendent Dr. Sujata Mohanty
			Asst. Superintendent Ms. Jamuna Tudu
44.	MoU Committee	1. CPGC - Ex-Officio Member - Convener 2. Dr. Debabala Swain - Coordinator 3. Dr. Tilothama Bhotra	
45.	Skill Development Centre	Ex-Officio Members: a) Vice Chancellor b) Registrar c) CPGC 1. Dr. Raj Kumar Joshi - Coordinator 2. Dr. Chhabirani Panigrahi 3. Mr. Pankaj Kumar Naik- Member	
46.	Placement & Career Counselling	1. CPGC (Ex-Officio Member) 2. Dr. Debabala Swain - OIC 3. Dr. Gouri Prava Samal 4. Mr. Narsingh Majhi	
47.	OSD to Vice Chancellor	Dr. Jyotirmayee Udgata	
48.	Health Centre	1. Prof. Pranati Sahoo 2. Ms. Heleena Jati 3. Dr. Rebatika Kanta Moharana	
49.	Counselling & Wellness Centre	1. Dr. Sayantini Behura - OIC 2. Dr. Jayashree Jethy 3. Dr. Ananya Behera 4. Dr. Sasmita Kar - Coordinator	
50.	E-Office and Samarth Portal	Ex-Officio Members: a) Vice Chancellor b) Registrar 1. Dr. Alok Prasad Das - Coordinator 2. Ms. Anusriya Sahoo- Member 3. D.R. (Estt) 4. D.R. (Admin)	
51.	Guest/Visiting Faculty Recruitment	Ex-Officio Members: a) Registrar b) CPGC 1. Prof. Pranati Sahoo 3. Dr. Sankar Prasad Mohanty- Coordinator 4. Dr. Tilothama Bhotra 5. Dr. Heleena Jati	

52.	E- Learning	1. Dr. Purna Sethy 2. Ms. Ahaana Manasi
53.	Outside University Examination	1. Dr. Shakti Kanta Rath 2. Dr. Dillip Kumar Bishi (Dr. Estt.)

By the Order of Vice Chancellor

Shapabha
Registrar 23/08/2022

Memo No. 3997 / Dt. 23.8.22

Copy to the Person Concerned / CPGC / CoE / CoF / Director, C.D.C. / Director, Sports Council / Head & Co-ordinators of all Departments / Warden/ All Hostel Superintendents/ Director, IQAC/ Co-ordinator, NSS / RUSA, Coordinator/ IDP, Coordinator/ OIC, Purchase /OIC, Store / OIC website for upload of necessary information/ DSW / PRO/ Library /HC for information and necessary action / P.S. to the Vice Chancellor for kind information of Vice Chancellor.

Shapabha
Registrar 23/08/2022