



OFFICE OF THE CHAIRMAN P.G.COUNCIL

ରମାଦେବୀ ମହିଳା ବିଶ୍ୱବିଦ୍ୟାଳୟ, ଭୁବନେଶ୍ୱର

Rama Devi Women's University, Bhubaneswar, Vidya Vihar
Odisha-751022, Ph.no-0674-2542644, E-mail: pgcouncil@rdwu.ac.in
Website: www.rdwuniversity.nic.in

OFFICE ORDER

No. CPGC/.....1126 Dt. 30/06/2023

The Various **COMMITTEES/BODIES/SOCIETIES & ASSOCIATIONS** of Rama Devi Women's University, Bhubaneswar, is hereby formed with the following staff members of different departments as details below for the session 2023-24 with effect from 01.07.2023.

1. Admission Committees

Chairman, PG Council

• UG Admissions

- Dr. Raj Kumar Joshi, Biotech., Coordinator-cum-OIC
- Dr. Itishri Sarangi, English, Dy. Coordinator
- Mr. Suprit Panigrahi, Gender Studies, Member
- Dr. Kalpana Sahoo, Eco. Member
- Dr. Snehalata Das, Hindi, AO- UG

• BEd admissions

- Dr. Sasmita Kar, Edn, OIC
- Dr. Ashok Kumar Digal, Edn., Coordinator

• PG Admissions

- Dr. Bibudhendhu Pati, Coordinator-cum-OIC
- Dr. Sakti kanta Rath, Life-Sc., Dy. Coordinator
- Dr. Sujata Mohanty, Biotech. Member
- Mr. Purna Chandra Sethi, Comp. Sc. Member
- Mr. Narsingh Majhi, JMC, Member
- Dr. Manisha Mishra, Eng. AO- PG

• PhD admissions

- Prof. Chandrashree Lenka, H. Sc., Coordinator-Cum- OIC
- Dr. Bibudhendhu Pati, Comp. Sc. Dy. Coordinator
- Dr. Sankar Prasad Mohanty, Edn., Convener
- Dr. Manisha Mishra, Eng. AO- Ph.D. Member

Responsibilities:

- To conduct all admissions related activities including drafting of regulation for admission, preparation of seat matrix, fixation of admission fees and course fees, advertisement for admissions, conduct of entrance exams if any, release of merit list etc.

- For UG and PG, the sub-committees will coordinate with SAMS, Odisha and work in coordination with them for smooth conduct of the admission process.

2. Students' Discipline and Grievance Redressal Committee

- Warden- Hostel - OIC
- Prof. Chandrashree Lenka, Home-Science - Member
- Dr. Aparajita Biswal, Economics - Member.
- Dr. Santosh Kumar Biswal, JMC – Member
- Dr. Sikha Singh, Life Sciences, DSW, Member
- Dr. Atashi Rath, Sociology - Member

Responsibilities:

- Maintains discipline in the Campus and in the Hostels by corrective action against acts of indiscipline and disruption by the students in the institute premises
- Counsels the indiscipline students
- Maintains proper discipline in the University canteen, student common rooms, Corridors during the University working hours.
- Will work as a grievance redressal office for the students.

3. Anti-Ragging Committee

- Warden, Hostel -OIC
- Dr. Aparajita Biswal, Economics, Member
- All Hostel Superintendents, Member
- DSW, Convener

Responsibilities:

- Resolve motion and decide upon corrective action against a student implicated in a ragging related activity in the University premise.
- Monitors the movement of the students in the University campus and ensure ragging free atmosphere.
- Counsels the students about ill-effects of ragging and enlighten the students on the consequential administrative and legal implications.
- To spread anti- ragging campaign throughout the student's community.

4. Students' Welfare Working Committee

- Dr. Shikha Singh, DSW: OIC
- Dr. Jayashree Jethy, Commerce, Member
- Dr. Ashok Kumar Digal, Edn. Member
- Pankaj Ku. Nayak, Eco. Member
- Ahana Mansai, JMC- Member

(To work in sync with PG Council office and Literary & Cultural Committee for the organization of various programmes/events for students' welfare)

5. ST/SC & Equal Opportunity Cell

- Dr. Aparajita Biswal, Eco., OIC
- Dr. Anima Bag, Stat. Member
- Dr. Sudam Sahoo, Psy. Member
- Dr. Purna Chandra Sethi, Comp. Sc. Member

Responsibilities:

- Will coordinate all the programmes of various agencies and Governments running in the University which aim to ensure equality for different marginalized sections of the society.
- Will work as a grievance redressal office for the students belonging to minority, PoW and SC/ST.

(To work in sync with PG Council office and Literary & Cultural Committee for the organization of various programmes/events for students' welfare)

- Will hold awareness programmes regarding the special needs of different sections at the beginning of the academic session in the University.
- For redressal any of grievance(s) regarding academic, administrative or social problems for SC/ST, PoW or other minority group of students in the university.

6. RDWU Bulletin of Science

Dr. Sasmita Mohanty, Biotechnology, Editor

Working Committee Member:

Dr. Raj Kumar Joshi, Biotechnology
 Dr. Shikha Singh, Life Science
 Dr. Bibudhendu Pati, Comp. Science
 Dr. Sanjay Ku. Raul, Biotech.
 Dr. Alok Prasad Das, Life Sciences

Responsibilities:

- Gathers and sorts articles under various headings of science
- Checks and edits the information
- Proof reading
- Gives a final shape to the Bulletin
- Invites quotations from the printers, identifying printer
- Receives printed copies from printer and arranges for distribution

7. RDWU Journal of Social Sciences and Humanities

Dr Aliva Mohanty, Gender Studies, Editor

Working Committee Member:

Dr. Manisha Mishra, Eng.
 Dr. Santosh Kumar Biswal, JMC.
 Dr. Sayantani Behura, G.S
 Dr. Sanghamitra Bhanja, Odia

Responsibilities:

- Gathers and sorts articles under various headings of social sciences and humanities.
- Checks and edits the information
- Does proof reading
- Gives a final shape to the Bulletin
- Invites quotations from the printers, identifying printer
- Receives printed copies from printer and arranges for distribution

8. Information Bulletin Committee.

Prof. Madhusmita Pati, English- OIC
 Dr. Itishri Sarangi, Eng. Member
 Dr. Ambika Sankar Mishra, JMC., Member
 Ms. Ahana Mansai, JMC, Member
 Dr. Subhasmita Khuntia, Pol. Sc., Member

Responsibilities:

- Gathers and sorts articles under various headings.
- Checks and edits the information
- Does proof reading
- Gives a final shape to the Bulletin & Calendar activities.
- Invites quotations from the printers, identifying printer
- Receives printed copies from printer and arranges for distribution

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9. Literary and Cultural Committee

Dr.Sanghamitra Bhanja, Odia.,OIC
 Dr.Chhabirani Panigrahi, Comp. Sc., Member
 Ms. Geetanjali Naik, Gs - Member
 Dr. Sayantani Behura, GS, Member
 Mr. Narasingha Majhi, JMC Member
 Ms. Anushriya Sahoo, H.Sc. Member.

Responsibilities:

- To organize/conduct literary & Cultural meet of the University in coordination with the PG council office.
- To conduct various cultural events and competitions of the University as and when required.

10. Science Society

Chairperson, PG Council: President
 Dr. Sujata Mohanty, Biotech. Vice President
 Dr. Monalisa Mohanty, Biotech. - member
 Dr. S.S.Sardar, Botany - Member
 Mr. R.K.Vinayak, Stat. - Member
 Dr. Rebati Kanta Moharana,Bot. - member

Responsibilities:

- To conduct various science quizzes, extempore, debate, Essay writing and other competitions to promote latest development in science among the students.
- To coordinate with CPGC office and organize the annual function of the science society during the National Science Day and any other events for the promotion of science.

11. Scholarship Committee

Dr. Aparajita Biswal, Eco., OIC
 Dr.Sanghamitra Bhanja, Odia, Member
 Ms. Monalisa Munda, Home-Sciences, Member
 Ms. Ahana Mansai, JMC, Member
 Ms. Abha Ayushree, H. Sc., Member

Responsibilities:

- To apprise the students about the different scholarship scheme(s) of State and Central Govt.
- To facilitate the registration of students in the online scholarship portal and submission of students information to Govt. for facilitation of scholarship.
- To ensure the release of fellowship to the students in time.
- Any other work related to student scholarship.

12. Canteen committee

Dr. Suryamani Patro, Home-Science, OIC
 Mr. Suprit Panigrahi, Gender Study., Member
 Ms. Anushriya Sahoo, Home-Sc., Member

Responsibilities:

- To oversee the working of the university canteen.
- To oversee the hygiene and the quality of food items prepared and served.
- To manage and solve the conflicts that arises between the canteen manager and students/university authority.
- To provide regular feedback on the Canteen related activities to the Chairperson, PG Council.

13. Puja Committee

Dr. Sashmita Kar, Education, Coordinator
 Dr. S.S.Sardar, Botany, Member

Responsibilities:

- To ensure
- Any other

- To coordinate with CPGC office and organize the Ganesh Puja & Saraswati Puja and any other events in the University Campus.

14. Time table Committee

Ms. Monalisa Jena, Comp. Sc. – OIC
 Dr. Sanjay Kumar Raul, Biotech. Coordinator
 Dr. Alok Prasad Das, Life- Sc. Member
 Dr. Jayashri Jethy- Commerce, Member
 Dr. Sonali M. Mahapatra-Eco., Member

Responsibilities:

- To formulate the timetable of UG, PG and B Ed classes as and when required
- Inclusive Library Visit, Add-on/Value added course/seminar in the Time-Table.

15. NSS

Ms. Geetanjali Naik, G.S, Programme Officer- Unit-I
 Ms. Subhasmita Khuntia, Pol. Sc. Member
 DR. Abha Ayushree, Home- Science- Programme Officer- Unit-II
 Ms. Sumitra Sethy, Eco. Member

Responsibilities:

- To conduct/organize all the activities in coordination with the NSS wing of the University.

16. NCC

Dr. Navneet Kaur, OIC
 Ms. Nitya, JMC .- Member

Responsibility:

- To conduct/organize all the activities for the NCC wing of the University.

- To oversee the conduct of NCC (GE) classes

17. YRC

Dr. Bimla Patra- Hindi, OIC, YRC
 Dr. Heleena Jati, Home- Sc. Member YRC

Responsibility:

To conduct/organize all the activities related to YRC.

18. Ranger

Dr. Atashi Rath, Sociology- OIC Ranger
 Ms. Ahaha Mansai, JMC, Member - Ranger

Responsibility:

To conduct/organize all the activities related to Rangers.

19. Student's Common Room

Ms. Subhasmita Khuntia, Pol. Sc. Coordinator
 Dr. S.S.Sardar, Botany,- Member.

Responsibility:

20. Identity Card Committee

Dr. Suryamani Patra, Home- Science- OIC
 Dr. Ananya Behera, Sociology, Member

Responsibilities:

18. Ranger

Dr. Atashi R

Ms. Ahaha

Responsibility:

To conduct/organ

- To collect information about the new admissions at the beginning of the academic session and prepare the ID cards.
- Will be responsible for preparation of ID cards for the newly joined faculty and/or non-teaching staffs of the University.
- Will be responsible for timely update of the I-cards of the existing University staffs as and when required.

21. SSG

Dr. Sakti Kanta Rath, L.S.- Coordinator
 Dr. Monalisa Munda, Home Sc. - Member

- To prepare the budget for various activities of the Guild within the anticipated receipt of the fund.
- To decide the disbursement of temporary loan to the poor students
- To prepare the plan of action of the Guild for the academic session.

22. Entrepreneurship-cum-Start Up Club:

➤ Dr. Raj Kumar Joshi, Biotech. Chairman
 Dr. Sakti Kanta Rath, Life-Sc. Member
 ➤ Dr. Debabala Swain, Comp. Sc. Member
 Dr. Sabat Kumar Digal, Commerce- Member
 ➤ Dr. Sankar Prasad Mohanty, Edn. -Member
 Dr. Aparajita Biswal, Eco, Coordinator
 Dr. Jyotirmayee Udgate, H.Sc. Member

21. SSG

23. Examination Committee:

UG Programme

➤ Dr. Aparajita Biswal, ECO.- Member
 Dr. Sabahat Tabriz, Eng. Member
 ➤ Dr. Chhabirani Panigrahi, Comp. Sc. Member
 ➤ Dr. Tilottama Bhotra, Life-Science- Member
 Ms. Heleena Jati, Home Sc. Member
 22. Dr. Sayantani Behura, G.S. - Member
 Ms. BR. Abha Ayushree, H. Sc.- Member
 Ms. Jamuna Tudu, Life- Science- Member
 Dr. Narasingha Majhi, JMC, Member
 Dr. Snehalata Das, Hindi – AO- UG.

PG Programme

Dr. Bimla Patra, Hindi, Member
 Dr. Atashi Rath, Sociology, Member
 23. Dr. Geetanjali Naik, GS, Member
 UG Dr. Mukta Mayee Kumbhar, Life-Science- Member
 Ms. Nity, JMC. - Member
 Ms. Monalisha Munda, H. Sc.- Member
 Mr. Biplab Guru, Eco. – Member
 Ms. Subhasmita Khuntia, Pol.Sc. – Member
 Dr. Mahisha Mishra, English- AO- PG
 ➤ To conduct all activities related to examination.

24. Annual Report Committee

Dr. Itishri Sarangi, English, OIC
 Dr. Snehalata Das, Hindi, Member
 Dr. Ambika Shankar Mishra, JMC, Member

UG Programme

Dr. Monalisa Munda - Home Sc.
 Dr. Atashi Rath - Sociology
 Dr. Geetanjali Naik - GS
 Dr. Snehalata Das - Hindi

Dr. Manas Behera, Pol. Sc. Member
Dr. Alok Pr. Das, Life-Sc. Member
Dr. Kalyani Sarangi, Philosophy, Member.
Ms. Ahana Mansai, JMC, member

Responsibilities:

- To prepare & published Annual Report of the University in coordination with the CPGC.
- To collect the Data/Photo etc. of all cultural & other programme/events of the University as and when required.

25. Eco Club

DR. S.S.SARDAR, BOTANY- OIC
Ms. Sumitra Sethy, Eco. - Member

26. Business Tinkering Club

Mr. Pankaj Kumar Naik, ECO- OIC
Ms. Br. Abha Ayurshree, Home Science – Member

27. Music Club

Dr. Itishri Sarangi, Eng.- OIC
DR. Susil Kumar Pattnaik, Music- Member

28. Dance Club

Ms. Geetanjali Naik, G.Study- OIC
Dr. Atashi Rath, Sociology - Member

29. Photography Club

Ms. Jamuna Tudu, Life-Sc- OIC
Dr. Rebati Kanta Moharana- Botany – Member

30. ART & CRAFT CLUB

Dr. Sasmita Kar, EDN.-OIC
Ms. Anushriya Sahoo, H.SC.- Member

31. Aqua Club

Ms. Nity, Home-Sc.- OIC
Ms. Heleena Jati, Home-Sc.

32. Yoga Club

Dr. Subhasmita Khuntia, Pol.Sc.- OIC
Dr. Susil Kumar Patnaik, Music - Member
Ms. Kunmun Behera, PET – Member

33. Literary Club

Dr. Sanghamitra Bhanja, Odia- OIC
Dr. Sayantani Behura, G.S.

34. Media Club

Dr. Ambika Shankar Miahrsa, JMC - OIC
Ms. Monalisa Jena, Comp. Sc. - Member
Ms. Ahana Mansai, JMC Member

Ms. Nity, Home OIC
Ms. Heleena Jati Home

35. Cultural Harmony and Diversity Club

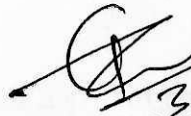
Dr. Sabahat Tabriz, English- OIC
Dr. Bimla Patra, Hindi - Member

The List is prepared not in order of seniority.


30/6/2023
CHAIRMAN, P.G.COUNCIL

Memo No. 1127 /Dt. 30/06/2023

Copy to Registrar/All HoDs & Coordinators/Members concerned/Director IQAC/CDC/
CoF/ CoE for information & necessary action.


30/6/2023
CHAIRMAN, P.G.COUNCIL

35. Cultural 1128 /Dt. 30/06/2023

Dr. Copy to the P.S. to the Vice-Chancellor for kind information to the Vice-Chancellor.

The List is prepared not in


30/6/2023
CHAIRMAN, P.G.COUNCIL

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