### **ADMISSION COMMITTEE**

#### **Members:**

- 1. Vice-Principal
- 2. Chamdiba Sangtam (Secy.)
- 3. Y. Lungjai Phom
- 4. Martha Tsumon
- 5. Chumremo Homtsoe

**Functions**: The Admission Committee's duties include preparation of prospectus, dissemination of information regarding admission, verification of application forms during the admission process, preparing students' profile, orientation on selection of major and minor papers to students and maintaining records of students' enrolment in the college.

#### **EXAMINATION COMMITTEE**

#### **Members:**

- 1. Vice-Principal
- 2. Dr. Priyaranjan Das
- 3. Khrielie-u Zumvu (Secy.)
- 4. Bolito Achumi

**Functions:** The Committee ensures the smooth conduct of tests and exams. Duties include preparing of time-tables for internal assessments, printing and safe custody of question papers, maintenance of exam records like details of registration number and admit cards and dealing with any issue that may arise regarding examinations. It also prepares the duties of invigilators, relievers, internal evaluators and scrutinizers, maintains internal assessment records and prepare the result of internal evaluation.

# FINANCE & AUDIT COMMITTEE

### **Members:**

- 1. Vice-Principal
- 2. Dr. Debashish Panigrahi
- 3. Khrielie-u Zumvu (Secy.)
- 4. Martha Tsumon
- 5. Chumremo Homtsoe

**Functions**: The Committee periodically assess the finances of the college and undertake audit of the college accounts.

### STUDENTS' ADVISORY BOARD

#### **Members:**

- 1. Gagan Chandra Mishra
- 2. Litsapi C. Sangtam (Secy.)
- 3. Longtise Sangtam

**Functions**: The Board members take on the role of advisors to the Student Union for various activities and programmes that are to be organised in the college.

### **DISCIPLINARY ACTION COMMITTEE**

#### **Members:**

- 1. R. Y. Moses Sangtam (Secy.)
- 2. Khrielie-u Zumvu
- 3. Longtise Sangtam
- 4. Island Peace Yangthsaba

**Functions**: The Committee orients the students about the rules and regulations of the college. It ensures that overall discipline environment in the college is maintained and that timely action is initiated against erring students.

### STUDENTS' WELFARE & AWARD COMMITTEE

#### **Members:**

- 1. Kuthurhole Nyuthe (Secy.)
- 2. Zhoveyi Venuh
- 3. Samzaiyile
- 4. K. Chiyuh

**Functions**: The role of the Committee is to identify certain students who may be given concession during admission. The Committee disseminates the information to the students on various welfare schemes and awards available in the college. It also prepares the list of meritorious students as recipients of various scholarships awarded by the college.

#### **RESEARCH & PUBLICATION CELL**

#### **Members:**

- 1. Dr. Debashish Panigrahi (Secy.)
- 2. Dr. Priyaranjan Das
- 3. Bolito Achumi

**Functions:** The Cell organises lectures, seminars on research methodology for the students and faculty. They share the information on journals and schedule of OC/RC/FDP/Short term courses to facilitate faculty members for the publication of articles and participation in orientation/refresher course. This committee also orient the faculty about Career Advancement Scheme (CAS).

### **CAREER & GUIDANCE CELL**

#### **Members:**

- 1. Khrielie-u Zumvu
- 2. Mamata Panda (Secy.)
- 3. Samzaiyile Hega

**Functions:** The Committee is entrusted with organising career-oriented workshops/talks and awareness programmes on various avenues available to the students after their education. It also prepares the list of mentor and mentee in each semester.

### LIBRARY COMMITTEE

#### **Members:**

- 1. K. Chiyuh (Secy.)
- 2. All HODs
- 3. GS, ZPCSU

**Functions:** The Committee ensures that required resources for each semester are available in the library. Requisition of books and library materials necessary to aid students are made through this cell. The committee gives suggestions for procurement of books and journals as per the needs of the students and teachers.

### ANTI- RAGGING CELL

#### **Members:**

- 1. Zhoveyi Venuh (Secy.)
- 2. K. Chiyuh
- 3. Vanthungo Jami

**Functions:** The Anti- Ragging Cell is responsible for inculcating a culture of Ragging Free Environment in the college campus. Awareness programmes are organised and ragging is prohibited through this cell.

### WOMEN'S FORUM & ANTI- SEXUAL HARASSMENT CELL

#### **Members:**

- 4. Mamata Panda
- 1. Samzaiyile Hega (Secy.)
- 2. Bolito achumi

**Functions:** The Cell specifically co-ordinates with the female stakeholders of the college to address any complaints and ensures to create a safe space for women. This cell also organise awareness programme by inviting resource persons such as legal experts,

# STUDENTS GRIEVANCES AND REDRESSAL CELL

### **Members**:

- 1. T. Shumong Tikhir (Secy.)
- 2. Kuthurhole Nyuthe
- 3. Martha Tsumon

**Functions**: The Cell attends to the grievances that may be brought by students. They recommend suitable measures to be taken or refer the grievances to the concerned authority for redressal.

### LITERARY & MAGAZINE COMMITTEE

#### **Members:**

- 1. Dr. Priyaranjan Das (Secy.)
- 2. I. Temjentoshi Ozukum
- 3. Rhi Rhi
- 4. Literary & Cultural Secy., ZPCSU

**Functions:** The Committee co-ordinates, collects articles and takes responsibility for the publication of the college magazine. The same magazine is also uploaded to the college website.

# **CULTURAL COMMITTEE**

### **Members:**

- 1. Longtise Sangtam (Secy.)
- 2. Samzaiyile Hega
- 3. Zhosato Kapu
- 4. Litsapi C. Sangtam
- 5. Literary & Cultural Secy., ZPCSU

**Functions:** The Cultural Committee organises cultural programmes and facilitate various activities that celebrate the rich cultural heritage of the students and staff in the college.

### **GAMES & SPORTS COMMITTEE**

### **Members:**

- 1. Rhi Rhi (Secy.)
- 2. Y. Lungjai Phom
- 3. Kuthurhole Nyuthe
- 4. Zhosato Kapu
- 5. Games & Sports Secy., ZPCSU

**Functions**: The Committee organises sports and games activities of the college. Students or staff participation in sports competition outside the college is facilitated through this cell.

# **CYBER CLUB**

### **Members:**

- 1. Dr. Debashish Panigrahi (Secy.)
- 2. Martha Tsumon (Secy.)
- 3. K. Chiyuh
- 4. General Secy., ZPCSU
- 5. Information, Publicity and Assembly Secy., ZPCSU

**Functions:** The Club organises awareness programmes on cyber-security/cyber-crime in accordance with guidelines from the Home Department.

### MEDIA & PUBLICITY CELL

#### **Members:**

- 1. Vanthungo Jami
- 2. Rhi Rhi
- 3. T. Shumong Tikhir (Secy.)
- 4. Information, Publicity and Assemblt Secy., ZPCSU

**Functions**: The Cell ensures that the major activities of the college are highlighted in print or electronic media. The report of the activities or information of upcoming events are prepared and disseminated through the cell.

### **ECO & SANITATION CLUB**

### **Members:**

- 1. Vanthungo Jami
- 2. R. Y. Moses Sangtam
- 3. Y. Lungjai Phom
- 4. Zhoveyi Venuh
- 5. Sr. HA & Staff

**Functions:** The duties of the Club include creating awareness of environmental issues, organising cleanliness and plantation drives and maintaining a clean, hygienic environment in the campus.

# PARENT TEACHER ASSOCIATION (PTA)

#### **Members:**

- 1. T. Shumong Tikhir (Secy.)
- 2. Zhosato Kapu
- 3. President, PTA

**Functions:** The Committee organises the meeting of the PTA to ensure the participation and collaboration of all stakeholders in the overall development of the college. It also conducts meeting twice in a session and elect the new executives of PTA for a term of 2 years.

### **ALUMNI COMMITTEE**

#### **Members:**

- 1. Chamdiba Sangtam(Secy.)
- 2. Dr. Priyaranjan Das
- 3. Vanthungo Jami
- 4. President, Alumni Association

**Functions**: The Committee helps the outgoing students to register themselves as alumni and share the information from time to time to facilitate the alumni participation in the activities and development of the college.

### TRANSPORT COMMITTEE

#### **Members:**

- 1. Vice-Principal
- 2. Tsapitsu Sangtam
- 3. General Secretary, ZPCSU

**Functions:** The Committee deals with all aspects of the arrangement of conveyance for the students. It facilitates the students to avail bus service on priority basis and issue Bus pass for smooth management of bus services.

#### ENTREPRENEURSHIP & SKILL DEVELOPMENT BOARD

#### **Members:**

- 1. Chamdiba Sangtam
- 2. Longtise sangtam
- 3. Rhi Rhi
- 4. Island Peace Yangthsaba, (Secy.)

**Functions:** The Board organises programmes that equip the students with certain skills and encourages entrepreneurship through seminars, workshops etc. The board invite the local skilled persons to train the students to upgrade their skills to make them self-reliant and develop an atmosphere of entrepreneurism in the campus.

### **HUMAN TRAFFICKING CELL**

#### **Members:**

- 1. Zhoveyi Venuh
- 2. Chamdiba Sangtam (Secy.)
- 3. Island Peace Yangthsaba,
- 4. General Secy., ZPCSU

**Functions:** The Cell organises programmes/seminars to raise awareness on the issue of human trafficking. Collaboration for the same is undertaken with various departments and organisations of the district and state through the cell.

### **CANTEEN COMMITTEE**

#### **Members:**

- 1. R. Y. Moses Sangtam (Secy.)
- 2. Mamata Panda
- 3. Zhosato Kapu

**Functions:** The Committee ensures the smooth functioning of the college canteen by selecting vendors, periodical checking of hygiene, ensures nutritional menu and regulates price of the available things for the stakeholders of the college.

# **RED RIBBON CLUB (RRC)**

Nodal officer: I. Temjentoshi Ozukum

**Functions**: The RRC works in collaboration with various departments like DAPCO and NSACS to raise awareness on HIV/AIDS through awareness camps, blood donation camps etc.

# NATIONAL CADET CORPS (NCC)

# ANO:

- 1. Mamata Panda, 25 NCC Girls Battallion
- 2. Litsapi C. Sangtam, 25 NCC Boys Battallion

**Functions**: The NCC plans and executes all activities of the NCC. Through NCC, cadets undergo various training programmes, participate in parades, organises outreach activities etc.

### NATONAL SERVICE SCHEME (NSS)

Programme Officer: Gagan Chandra Mishra

**Functions:** The NSS Unit plans and executes the activities of the NSS. Various programmes and volunteer activities are taken up by the NSS volunteers including plantation drives, cleanliness drives, social work, celebration of NSS Day, Orientation to the new volunteers, etc. It also coordinates with NYKS and District Election Office to organise Youth Parliament, National Voters Day, Azadi Ka Amrit Mahotsav and Marathon Run by involving NSS volunteers with the rest of the district. NSS also celebrates national and international days to inculcate social values, voluntarism and build leadership skill among the student volunteers.

# **VISHIT BHARAT@2047 CELL**

Nodal Officer: T. Shumong Tikhir

**Functions**: The Cell has been created to organise various activities towards gender justice, sustainability, inclusiveness and make the college a part of the nation in celebration of 100<sup>th</sup> year of India's Independence in 2047.