

MAHARAJA SURAJMAL INSTITUTE
MSI COMMITTEES

Date: 27 July 2026

S. No.	Name of the Committee	Name of the Faculty Members
1	Admission Committee	Dr. Kumar Gaurav (BCA-M) (Convener) Dr. Surajpal Chauhan (BCA-E) (Co-Convener) Dr. Rajeev Dahiya (BBA-M) Mr. Manpreet Singh (BCA-E) Ms Nisha Tokas (BBA-M) Ms Shrishti Singh (Law) Dr. Kusum (B.Ed.) Dr. Beena Devi (BBA-E) Ms Pooja Dabas, (B.Com)
2	Anti-Ragging Committee (Proctorial/Discipline)	Dr. Jasbir Singh (Convener) Dr. Parul Deshwal (Co-Convener) Dr. Vivek Solanki, (B.Ed) Mr Sundip Kumar (BCA) Dr. Arvind Kumar, (B.Ed) Dr. Nisha Solanki, (BBA- E) Dr. Preeti Malik, (B.Com-H) Ms. Pooja Sangwan, (Law) Dr. Gaurav Bharadwaj, (MBA)
3	Alumni Association	Dr. Shailza Dutt (Convener) Dr. Neetu Anand, (BCA-M) (Co-Convener) Mr. Ravinder Kajal (BCA-M) Mr. Manpreet Singh (BCA-E) Dr Pooja Singh, (BCA-M) Dr Nisha Tokas, BBA –M Ms Priyanaka Saluja, BBA-E Dr. Poonam Beniwal (B.Ed.) Dr. Preeti Malik (B.Com.-H) Dr Nikita Malik (BCA-E) Ms. Kusum Nain (Law) Dr. Pallavi Ranjan, (MBA)
4	All Inspection and Report Preparation for JAC, SFRC, NIRF, NCTE, AISHE, Academic Audit etc.	Dr. Kumar Gaurav (BCA) (Convener) Dr. Shilpa Sindhu, MBA (Co-Convener) Dr. Arvind Gill (B.Ed.) Dr Anupama Sharma, (BBA –M) Dr Minakshi Sehrawat, (Law) Mr. Jitender Thakur & Mr. Rohit Bisht (Technical Assistant) All HODs

Gaurav

[Signature]

5	Cultural Committee (Debate/Literary/Tech Fest/Annual Cultural Fest/Any Other Extracurricular & Co-curricular Events)	Dr Pooja Singh (BCA-M) (Convener) Dr Seema Shokeen (BBA -M) (Co-Convener) Dr Manju Dhillon, (BCA-M) Dr. Manoj Kumar (BCA-M) Dr Kanika Kundu (BCA-E) Ms Anshu Punshi (BBA-E) Dr. Monika Davar (B.Ed.) Dr Suman Solanki, (Law) Ms Akanksha Singh (MBA) Dr. Priyanka (B.Com.-H) Dr.Vivek Solanki, B.Ed
6	Computer Lab and AMC Committee	Mr. Sundeep Kumar (BCA-M) (Convener), Ms. Usha Chhillar (BCA-E) (Co-Convener) Dr Rimpay (BCA-E) Dr Vijay Dahiya (BBA-M)
7	Disaster Management Committee	Dr. Asha Chaudhary (Convener) Mr. Suraj Pal Chauhan (BCA-E) (Co-Convener) Dr.Sumita Kukreja (BBA-M) Dr.Kanika Chaudhary, (BBA- E) Dr.Shailza Dutt, (BBA-M) Dr Anchal Dabas (B.Com-H) Dr Shavita Deshwal, (BBA-M)
8	E-Waste Disposal Committee	Dr.Jasbir Singh (BBA-M)Convener Ms.Usha Chhillar (BCA-E) Co-Convener Mr.Sundeep Kumar (BCA-M) Dr Anchal Dabas (B.Com-H) Dr.Arati Bahugna (B.Ed) Dr Shavita Deshwal, (BBA-M) Dr.Neha Goel (BBA -E) Mr.Jitender Thakur (Tech. Asst.) Mr.Rohit Bisht (Tech. Asst.)
9	Examination Committee (Conduct of Examinations and Implementation of Examination Reforms)	Mr. Suraj Pal Chauhan (BCA-E) (Convener) Dr. Arvind Kumar (B.Ed.) (Co-Convener) Dr. Sumita Kukreja (BBA-M) Dr. Menal Dahiya (BCA-M) Mr. Yashkant Teotia (B.Com.-H) Dr. Nisha Solanki (BBA-E) Dr. Pallavi Rajain (MBA) Dr Shubhrika Pansari (LAW) Mr. Vineet Singh (Admin)
10	Feedback Committee (Student/Faculty/Parents)	Ms. Vinita Tomar (BCA-M, Convener), Dr. Mamta Gupta (MBA, Co -Convener) Dr Pooja Dabas (B.Com-H) Dr Asha Chaudhary (BBA-M)

Slant



		Ms. Kanika Kundu (BCA-E) Dr. Priti Gahlot (BBA-E) Dr. Meenakshi Sehrawat (Law) Dr. Kusum Gill (B.Ed.)
11	Green and Sustainable Campus Committee	Dr. Menal Dahiya (BCA-M, Convener) Dr Ritu Sehrawat, (Law, Co-convener) Ms. Minal Dhankar (BCA-E) Dr. Aanchal Tehlan (BCA-M) Dr Renu Hooda (BBA-E) Dr. Aman Malik (Law) Ms Bhagyashree (MBA Lib) Dr Shavita Deshwal, (BBA-M)
12	Social Media and Creative content Committee	Dr Shruti Bhutani , (BBA-E, Convener) Mr Manpreet Singh, (BCA-E, Co-Convener) Ms. Shubhrika Pansari, Law Dr Itti Hooda, (BBA-M) Mr. Rohit Bhisht, (Tech. Asst.) Mr. Rakesh (Tech. Asst)
13	ICT /AI/ Smart India Hackathon / Software Development Cell	Ms. Rhythm Chaudhary (BCA-M) (Convener) Dr. Manoj Kumar (BCA-M) (Co-Convener) Dr.Arti Malik (BBA- M) Dr . Nikita Malik (BCA-E) Dr Neha Goel (BBA-E)
14	Internal Complaint Committee (Sexual Harassment / Anti-Women Harassment)	Dr. Neetu Anand (BCE-M) Presiding Officer Dr. Monika Tushir (BBA-M) Dr. Harish Singh (BBA-M) Dr. Preeti Malik (B.Com-H) Dr Mamta Gupta (MBA) Dr. Mahima Sharma (Law) Dr Kusum Gill (B.Ed) Dr. Reetu Verma (Lib) Mr Jitendra Kumar Thakur (Tech. Asst.)
15	Industrial Visit / Educational Visit	Dr. Vijay Dahiya (BBA-M) (Convener) Dr Heramb Nayak (BBA-M) (Co-Convener) Mr Manoj Kumar (BCA-M) Mr Harjender Singh (BCA-E) Dr Sarita Rana (B.Com-H) Dr Mahima Sharma, (Law) Dr Ajay Phogat, (BBA-E) Mr. Gaurav Bhardwaj (MBA) Dr Vipasha Rana (B.Ed)

Slant

[Signature]

16	Institute Innovation Cell & E-Cell	Dr. Sarita Rana (B.Com.-H) (Convener) Dr. Kanika Chaudhary (BBA-E) (Co-Convener) Dr. Shikha Shokeen (BBA-M) Dr. Tarunim Sharma (BCA-M) Ms. Manisha, (Law) Dr. Dimpy Sachar (BCA-E) Dr. Pallavi Rajain (MBA) Dr. Soumya Singhal, (B.Com-H)
17	Institutional Report & PPT Preparation for Governing Body Meeting, Academic Committee Meeting, Executive Committee Meeting etc.	Dr. Neetu Anand (BCA-M) (Convener) Dr. Nikita Malik (BCA-E) (Co-Convener) Ms. Komal, (BBA-E) <u>Ms. Ritu Sehrawat (Law)</u> Mr. Rakesh (Technical Assistant) Faculty Representatives of Various Departments,
18	Internal Academic Audit Committee	Dr. Monika Tushir (BBA-M, Convener) Dr. Sarita Chaudhary (MBA-Co-Convener) Dr. Neetu Anand, (BCA-M) Dr. Kusum Gill (B.Ed)
19	Innovative Teaching Committee	Dr. Sarita Chaudhary (MBA, Convener) Dr. Sarita Rana-B.Com (Co-Convener) Ms. Rhythm Chaudhary (BCA-M) Dr. Sonam Kaushik (BCA-E) Dr. Anshu Lochab (BBA-E) Dr. Anupama Sharma (BBA-M) Dr. Renu Hooda, (BBA-E) Ms. Rekha Tewathia (Law) Dr. Monika Davar, (B.Ed) Dr. Shilps Sindhu (MBA)
20	IQAC (NAAC/AQAR/SSR)	Dr. Monika Tushir (BBA-M) (Convener), Dr. Monika Davar (B.Ed.) (Co-Convener) Ms. Ritu Sehrawat, (Law) NAAC Criteria-Corrdinators
21	Library Committee	Dr. Suhasini Parashar (BBA-M) (Convener), Ms. Kusum Nain (Law, Co-Convener) Dr. Vivek Solanki (B.Ed.) Dr. Sushma Malik (BCA-E) Dr. Neha Goyal (BBA-E) Ms. Anchal Dabas (B.Com.-H) Dr. Vinita Tomar, (BCA-M) Dr. Pallavi Rajain (MBA)

Signature

Signature

22	Legal Aid Clinic (Law)	Dr. Mahima Sharma (Convener) Dr. Aman Malik (Co-Convener) Ms. Kusum Nain
23	Mandatory Disclosure / Website Development / Automation and Maintenance	Dr Neha Mathur, (BBA-E, Convener) Dr.Kumar Gaurav,BCA-M (Co-Convener) Mr. Ravinder Kajal (BCA-M-Mandatory Disclosure) Ms Mandeera (Law) Mr. Rohit Bisht & Mr. Jitendra Thakur (Technical Assistants) Mr. Harmeet Singh (Engineer)
24	MOOT Court (Law)	Dr. Aman Malik (Convener) Ms. Monica Lohchav (Co-Convener) Dr. Sonia Sehrawat Ms. Manisha
25	MSI Activities (Record Maintenance)	Dr. Neetu Anand (BCA-M) (Convener), Dr. Minakshi Sehrawat (Law) (Co-Convener) Ms. Neha Mathur (BBA-M) Dr Kanika Chaudhary (BBA-E) Dr. Sonam Kaushik (BCA-E) Dr.Tarinum Sharma, BCA-M Dr. Promila Dabas (B.Ed.) Dr. Priyanka (B.Com.-H) Dr. Shilpa Sindhu (MBA)
26	MSI Ranking (India Today, Times BBA, Open Magazine)	Dr. Supriya Chaudhary (BBA-M) (Convener) Dr. Neetu Anand (BCA-M) (Co-Convener), Dr. Priyanka Singh (B.Com-H) Dr. Shruti Bhutani (BBA-E) Dr.Sonia Sehrawat, (Law) Dr Pallavi Rajain, (MBA) Ms Kamakshi Gohri, (Lab Asst)
27	NCC	Dr. Seema Shokeen (BBA-M) (Convener) Dr Pooja Singh (BCA-M) (Co-Convener) Dr Suman Solanki, (Law)
28	NSS (Outreach)	Dr. Vivek Solanki (B.Ed.) (Convener) Mr. Yashkant Teotiya (B.Com-H, Co-Convener), Dr. Shruti Bhutani (BBA-E) Ms Ritu Sehrawat (Law)
29	Sports	Dr. Vivek Solanki (B.Ed.), Convener

Sant

		Dr Arti Malik, Co-Convener Dr Vijay Pal, (Law) Ms Priyanka, (BBA-E) Dr. Neetu Narwal (BCA-M) Ms.Chanchal Phore, MBA
30	Publication Committees	
	Creation Committee	Dr. Anamika Rana (BCA-E) (Convener) Dr Shubhrika Pansari, Law (Co-convener) Ms. Komal Khatri (BBA-E), Dr. Arti Malik (BBA-M) <i>AM HODS</i>
	Information Bulletin Committee	Dr. Neetu Narwal, BCA-M (Convener) Dr Supriya Chaudhary, BBA-M (Co-convener) Dr Manju Dhillon, (BCA-M) Ms.Rimpy, BCA-E (Co-convener)
	Newsletter/Annual Report Committee	Dr. Anchal Tehlan, BCA-M (Convener) Dr. Sushma Malik, (BCA-E) Dr. Soumya Singhal, (B.Com-H) Ms Komal, (BBA-E)
	Shodh-Chintan Book	Dr Beena Devi, (BBA-E, Convener) Dr Anshu Lochabh, BBA-E (Co-Convener) Dr. Yashkant Teotia, (B. Com-H) Dr. Kusum Gill, B.Ed Ms Mandeera Singh (Law)
	Hostel Brochure	Dr. Surajpal Chauhan (BCA-E) (Convener) Ms Shruti Bhutani (BBA-E) (Co-Convener)
	Parichay, Journal, MSI	Dr Preeti Malik, B.Com (H) Convener Dr. Mahima, (Law)/ Mr. Manoj Kumar (BCA-M) Co-Convener Dr. Kumar Gaurav, (BCA-M) Dr. Anita Sharma (BBA E) Dr. Shubhrika Pansari (Law)
	Law Journal	Dr. Rekha Teotiya (Law) Convener Dr Sonia Sehrawat, (Law) Co-Convener <i>[Signature]</i>

Slavif

31	Purchase Committee	Dr.Vijay Dahiya, BBA M (Convenor) Dr.Arvind Kumar,B.E.d, (Co-convenor) Mr.Manpreet Singh, BCA Dr Preeti Malik, (B.Com-H) Dr Itti Hooda, (BBA-E) Ms.Chanchal Phore, MBA Ms. Mandeera Singh, Law
32	Result Maintenance and Student Progression (As required by different Statutory bodies, GB and SMES)	Dr.Pooja Singh, BCA (Convener) Dr.Mamta Gupta, MBA (Co-Convener) Dr.Nidhi Jolly, (BCA-E) Dr.Arati Malik, (BBA-M) Dr. Shruti Bhutani, (BBA-E) Dr.Rhytham Chaudhary, (BCA-M) Dr Manju Dhillon, (BBA-M) Dr Mahima Sharma, Law Dr Soumya Singhal, (B.Com-H) Dr. Anshu Lockath - (Convenor) Dr. Beena Devi (BBA-E) (Co-convenor) Dr. Manju Dhillon (BCA-M) Dr. Renu Hooda (BBA-E) Dr.Sushma Malik (BCA-E) Dr Sarita Rana (B.Com.-H) Dr. Pallavi Rajain (MBA) Dr. Arti Bahuguna (B.Ed.) Dr. Meenakshi Sehrawat (Law) All HODs
33	Research & Academic Growth Cell	Dr. Heramb Nayak (Convener) Mr. Harjender Singh (BCA-E) (Co-Convener) Dr Nidhi Jolly (BCA-E) Dr Suhashini Parashar (BBA-M) Ms. Aanchal Dabas (B.Com.-H) Mr. Ravinder Kajal (BCA-M) Mr.Gaurav Bharadwaj (MBA) Dr. Usha Malik (B.Ed.) Dr. Pooja Sangwan (Law)
34	Repair and Maintenance Committee	Dr. Heramb Nayak (BBA-M) (Convener) Dr. Vipasha Chaudhary (B.Ed.) Dr Vanita Anand, (B.Ed) Ms Ritu Sehrawat (Law) Dr Shavita Deshwal, (BBA-M)
35	Student Scholarship and Record Maintenance	Dr. Parul Deshwal (BBA-M) (Convener) Dr Tarunim Sharma (BCA-M) Co-Convener Dr.Usha Malik, B.E.d Ms Meenal Dhankar (BCA-E)
36	Stock Verification	

Start

		Dr. Pooja Sangwan (Law), Dr. Beena Devi (BBA-E), Aanchal Dabas (BCom-H) Mr Rohit Bhisht, (MBA Lab) Mr. Neeraj Nain, Admin Dept. Mr. Amit Mathur, Admin Dept. Mr. Vineet Singh, Admin Dept. Mr. Narendra Rawat, Admin Dept. Ms. Anu Beniwal, Girls Hostel
37	Student with Disability and Minority (SC/ST)	Dr. Rajesh Gill (B.Ed) (Convener) Dr. Anita Sharma (BBA-E) (Co-Convener) Ms. Usha Chhillar (BCA-E) Dr Preeti Gahlot (BBA-E) Dr Sarita Rana (B.Com-H) Mr. Gaurav Bhardwaj (MBA) Dr Punam Ahlawat, (BBA-M) Ms. Kusum (Law)
38	SPOC (MOOC/NPTEL/ABC etc.)	Dr. Anita Sharma (BBA-E) (Convener) Dr. Promila Dabas (B.Ed. Co-Convener) Ms. Rimpay (BCA-E) Dr. Shilpa Sindhu (MBA) Dr. Pooja Sangwan (Law) Dr Punam Ahlawat, (BBA-M)
40	MUN (Model United Nations)	Dr. Minakshi Sehrawat Law, Convener Ms Akansha Singh Dalal, MBA (Co-Convener) Ms Monika Lochav, (Law)
41	Student Grievance Redressal and Counselling Committee	Dr. Rajeev Dahiya (BBA-M) (Convener) Dr. Neetu Narwal (BCA-M), Co-Convener Dr Rajesh Gill, (B.Ed) Dr. Dimpy Sachar (BCA-E), Dr Soumya Singhal, (B.Com-H) Dr. Itti Hooda (BBA-E), Dr.Arati Bahuguna, (B.Ed) Ms. Chanchal Phore, (MBA) Mr. Aman Malik, (Law)
42	Time Table Committee	Mr. Manoj Kumar (BCA-M) (Convener) Dr.Parul Deshwal (Co-Convener) Ms. Vinita Tomar (BCA-M), Dr Anamika Rana (BCA-E), Dr. Pooja Dabas A(B.Com.-H), Ms.Shikha Shikhen (BBA-M), Dr.Renu Hooda (BBA-E), Dr Vanita Anand, (B.Ed) Dr Pallavi Rajain, (MBA) Dr Shubhrika Pansari, (Law)

Sant

43	Women Development Cell	Dr Kusum Gill, B.Ed (Convener) Dr. Vipasha Rana (B.Ed Co-Convener) Dr. Nisha Solanki (BBA-E), Ms. Minal Dhankar (BCA-E), Dr. Soumya Singhal (B,Com-H) Dr Suman Solanki (Law) Dr Punam Ahlawat, (BBA-M) Ms Komal, (BBA-E)
44	Wellness and Happiness Committee	Dr.Vijay Dahiya, BBA-M (Convener) Mr.Gaurav Bhardwaj, MBA (Co -convener) Dr. Manoj Kumar (BCA) Dr.Asha Choudhary (BBA-M) Dr.Kanika Chaudhary (BBA -E) Mr.Harjender Singh-BCA-E Dr. Priyanka Singh (B.Com-H) Ms. Mandeera (Law) Dr.Arti Bhaguna (B.Ed) Mr.Rohit (Technical Assistant)
45	Placement Committee	Dr Kumar Gaurav, BCA-M (Convener) Mr Suraj Pal Chauhan (BCA-E Co-Convener) Dr Pooja Sangwan, (Law) Dr Rajeev Dahiya, (BBA-M) Dr Priyanka Dhaka, (BBA-M) Dr Neha Mathur, (BBA-M) Dr Anshu Punshi (BBA-E) Dr Nisha Solanki, (BBA-E) Mr. Yashkant Teotia (B.Com-H) Dr. Poonam Beniwal, B.Ed Mr. Gaurav Bhardwaj, (MBA) Ms. Chanchal Phore, (MBA)
46	Preplacement/Training/Internship Committee	Dr Kumar Gaurav (Convener) Dr Tarunim Sharma, (BCA-M) (Co-convener) Ms Kanika Kundu, (BCA-E) Dr Nisha Tokas (BBA-M) Dr Itti Huda, (BBA-E) Ms. Manisha (Law) Ms. Chanchal Phore, MBA Mr. Gaurav Bhardwaj, MBA Mr. Yashkant Teotia (B.Com-H) Dr. Poonam Beniwal, B.Ed
47	Attendance Committee	Dr. Monika Tushir BBA-M (Convener) Dr. Anshu Lochabh BBA-E (Co-Convener) Dr Rajeev Dahiya, (BBA-M) Dr Anamika Rana (BCA-E) Dr Menal Dahiya (BCA) (M)

Savit

Kumar

		Dr. Vanita Anand, (B. Ed) Mr Gaurav Bhardwaj (MBA) Ms Pooja Dabas (B. Com-H) Ms Shrishti Singh (Law)
--	--	---

Note:

- Normal working of the faculty members will not be affected while working in these committees.
- The concerned committee convener may include additional members as per the requirements at the departmental level. In the absence of the convener, the next designated person shall function as the convener.
- It shall be the responsibility of the Convener/Co-Convener to independently collect and verify all relevant information before submitting it to the concerned authority and the Annual Report Committee.
- Departmental committees shall be constituted by the respective Heads of Departments based on the MSI-level committees.
- A monthly progress report shall be submitted to the Deputy Director, MSI, with a copy to the Convener (MSI Records) for appraisal and record purposes.
- The current committee structure has been updated in accordance with the following considerations: (i) balancing the workload among the existing HODs and reallocating responsibilities to former HODs, wherever necessary; (ii) inclusion of faculty members who joined the Institute after 29 November 2024, the date on which the committee list was last revised; and (iii) replacement of faculty members who have left the Institute or are currently on any form of long-term leave.

Dr Sarita Chaudhary
Deputy Director, MSI

Prof. Rajbir Singh
Director, MSI

Sh. Kaptan Singh.
President, SMES

NAAC Committee

Criteria Convenor	Members
1 Dr. Anita Sharma Curriculum Design	Dr. Nisha Tokas, Dr. Kanika Kundu, Ms. Mandira
2 Ms. Shubrika Faculty Resources	Ms. Pallavi, Ms. Ritu Sehrawat, Ms. Nidhi Jolly
3 Dr. Vijay Dahiya Infrastructure	Dr. Kanika Chaudhary, Ms. Priyanka (B.Com Hons.), Mr. Rohit Bisht
4 Dr. Supriya Chaudhary Financial Resources and Management	Ms. Shikha Shokeen, Dr. Shruti Bhutani, Dr. Nisha Solanki
5 Dr. Promila Dabas Learning and Teaching	Ms. Anshu Punshi, Dr. Dimpy, Dr. Soumya Singhal
6 Dr. Neetu Anand Extended Curricular Engagements	Dr. Pooja Singh, Ms. Nikita Malik, Ms. Chanchal
7 Dr. Shilpa Sindhu Governance and Adminstration	Dr. Asha Chaudhary, Ms. Rekha Tewatia, Dr. Anchal Dabas, NF
8 Dr. Meenal Dhaiya Student Outcomes	Dr. Shailza Dutt, Dr. Tarunim Sharma, Ms. Mahima, Dr. Preeti Gahlot
9 Dr. Sumita Kukreja Research and Innovation Outcomes	Ms. Sonam, Dr. Usha Chhillar, Ms. Priyanka Saluja
10 Dr. H. Nayak Sustainability (Green Initiatives)	Dr. Anupama Sharma, Dr. Anchal Tehlan, Dr. Sushma Malik

Dr. Monika Tushir
NAAC Convenor

Dr. Monika Davar
NAAC Co-convenor