

OFFICE OF THE PRINCIPAL, GOVT. WOMEN'S COLLEGE, SAMBALPUR

No. 994 / GWC,

Date 13 / 07 / 2022 /

The following officers of the college are hereby assigned the Co-curricular and Extra-curricular Duties for the Session: 2022-23 with immediate effect. They are request to note the same positively.

Officers-in-Charge of Co-curricular and Extra-curricular Duties for the Session: 2022-23

1. **Secretary Staff Council**
Prof. Jiten Kumar Mishra, Physics
2. **Administrative Bursar**
Dr. Uma Shankar Dash, Economics
Associate Admn. Bursar
Sri G.B. Das, Logic & Philosophy
3. **Accounts Bursar**
Sri Akhil Biswal, Odia
Associate Accounts Bursar
Sri Jogesh Ch. Bhoi, Odia
4. **Academic Bursar (+3)**
Smt. N. Mishra, Psychology
Associate Academic Bursar (+2)
Mrs. M. Khatun
5. **Advisor, College Union**
Prof. Jiten Kumar Mishra, Physics
Associate Advisors
Dr. K. Meher, History
Smt. Namrata Mishra, Psychology
Smt. M. Panigrahi, Geography
Dr. S.C. Sahu, Chemistry
6. **Advisor, Cultural Association (+2)**
Sri J.C. Bhoi, Odia
Associate Advisors
Smt. M. Biswal, Chemistry
Smt. K. Madhuri, Physics
Smt. B. Mishra, Pol. Sc.
Md. Jawed, Math
7. **Vice-President, Dramatic Society**
Sri Akhil Biswal
Members
Sri J.C. Bhoi, Odia
Sri P. Kumbha, Hindi
Sri R.K. Mishra, Sanskrit
Smt. B. Mishra, Pol. Sc.
Smt. A. Ekka, English
8. **Vice President, Athletic Society**
Sri Ratikanta Rath
Members
Sri P. Ddung, Geography
Sri Purusottam Kumbha, Hindi
Sri R.K. Mishra, Sanskrit
Sri P. Dash, Odia
Sri Siddhartha Sahu, Physics
Capt. Smt. S. Nayak, P.E.T.
9. **O.I.C, SC/ST Minority Cell**
Mrs. S.S. Behera, Psychology
Miss A. Ekka, English
Capt. Sarita Nayak
10. **O.I.C, Anti-Ragging Cell**
Dr. Srabane Mishra, Geography
Members
Superintendent of all hostels
Smt. Sandhya R. Bhoi, Home Science
Miss S. Bhoi, Economics
Miss M. Khatun, History
Capt. Sarita Nayak
11. **O.I.C., Anti Sexual Harassment Cell**
Dr. K. Jena, Home Science
Members
Sri J.C. Bhoi, Odia
Dr. J.R. Sathy, Zoology
Miss B.L. Bariha, Botany
Smt. Monalisa Pradhan, Home Science
12. **O.I.C, Students' Grievance Cell/ Internal Complaint Committee**
Smt. Sailaja Mahnanda, Pol. Sc.
Members
Dr. Jyotsna Rani Sethi, Zoology
Smt. Madhusmita Biswal, Chemistry
Smt. Sandhya R. Bhoi, Home Sc.
Mrs. Monalisa Pradhan
13. **Vice President, Literary Society**
Sri A. Biswal, Odia
Members
Smt. Manswini Parida, English
Sri S. Pradhan, English
Sri R.K. Mishra, Sanskrit
Sri P. Kumbha, Hindi
14. **Vice President, Science Society**
Sri P.M. Behera, Botany
Members
Sri Sanjay Singh, Botany
Sri Ratikanta Rath, Zoology
Dr. Subash Ch. Sahu, Chemistry
Smt. M. Biswal, Chemistry
Smt. J.R. Sathy, Zoology
Smt. K. Madhuri, Physics
Md. Jawed, Math

35. Su
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Ass
15. **Editor, College Magazine, Vaswati**
Sri Akhil Biswal, Odia
Members
Sri Manaswini Parida, English
Sri Somodutta Pradhan, English
Sri Jogesh Chandra Bhoi, Odia
Sri R.K. Mishra, Sanskrit
Sri P. Kumbha, Hindi
16. **Editor, College Wall Magazine, Spandan**
Dr. Kalpana Jena, Home Science
Members
Sri P. Kumbha, Hindi
Sri Rajkiran Mishra, Sanskrit
Sri P. Das, Odia
17. **Editor, College Calendar**
Sri S. Pradhan, English
Members
Sri R.K. Mishra, Sanskrit
Sri P. Kumbha, Hindi
Sri S.B. Pradhan, CT
18. **Editor News Bulletin**
Dr. S.C. Sahu, Chemistry
Miss M. Khatun, History
19. **R.T.I. Cell, Public Information Officer**
Sri P. Kumbha, Hindi
Associate Officer
Sri S.B. Pradhan, CT
20. **O.I.C, U.G.C. affairs**
Dr. Srabaneesh Mishra, Geography
Members
Sri R.K. Mishra, Sanskrit
21. **NAAC Co-ordinator**
Dr. U. S. Dash, Economics
Members
Smt. N. Mishra, Psychology
Sri S. Pradhan, English
22. **IQAC Committee**
Co-ordinator: Dr. S.C. Sahu, Chemistry
Members:
Dr. P. Pradhan, Pol. Sc.
Smt. S. Bhoi, Economics
Smt. M. Pradhan, Psychology
23. **O.I.C, Purchase Committee**
Dr. U.S. Dash, Economics
Members
All HoDs of concerned department.
Dr. K. Jena, Home Science
Sri Akhil Biswal, Accounts Bursar
Sri P.M. Behera, Botany
24. **O.I.C, College Development Committee**
Dr. U.S. Dash, Economics
Members
Dr. Kalpana Meher
Sri Akhil Biswal, Accounts Bursar
Sri P.M. Behera, Botany
Dr. S.C. Sahu, Chemistry
25. **O.I.C, Proctorial/ Mentoring Cell**
Smt. S.S. Behera, Psychology (+3 wing)
Sri R.K. Mishra (+2 wing)
Associates
Miss Sandhya R. Bhoi, Home Sc.
Miss M. Khatun, History
Sri Siddhartha Sahu, Physics
26. **O.I.C, Scholarship & Stipend**
Dr. Srabaneesh Mishra, Geography (+3 Wing)
Sri P. Dungdung, Geography (+2 Wing)
Members
Sri Siddhartha Sahu, Physics
Smt. S.S. Behera, Psychology
Miss S.R. Bhoi, Home Science
Mrs. M. Pradhan, Psychology
Mrs. A. Ekka, English
27. **O.I.C, D.S.A**
Smt. N. Mishra, Psychology
Members
Miss S.R. Bhoi, Economics
Smt. Sandhya R. Bhoi, Home Sc.
28. **O.I.C, S.S.G**
Sri S. Pradhan, English
Members
Sri R.K. Mishra, Sanskrit
Smt. B. Mishra, Pol. Sc.
29. **O.I.C, College Examination Cell**
Smt. Samita Acharya, Psychology
Members
Sri R.K. Rath, Zoology
Smt. Sailaja Mahananda
Sri S. Pradhan, English
Dr. J.R. Sethi, Zoology
30. **O.I.C, Tabulation**
+2 I Year Arts - Smt, S.R. Bhoi, H. Sc. & Sri P.P. Das
+2 I Year Science - Miss B.L. Bariha, Botany
+2 I Year Commerce - Mrs. B. Mishra, Pol. Sc.
+2 II Year Arts - Mrs. S. Bhoi, Eco. & P. Kumbha
+2 II Year Science - Bijay Laxmi Bariha, Botany
+2 II Year Commerce - Miss M. Khatun, History
+2 Vocational - Smt. Babita Nayak, Vocational
31. **Co-ordinator, B.T. (Self Financing)**
Dr. J.R. Sethi, Zoology
32. **Co-ordinator, I.T. (Self Financing)**
Md. Jawed, Mathematics
33. **Co-ordinator, Env. Studies**
Sri R.K Rath
Members:
Dr. S.C. Sahu, Chemistry
Dr. J.R. Sethi, Zoology
34. **Co-ordinator, Guest Faculty Cell**
Dr. Kalpana Jena
Associates
Smt. Sailaja Mahananda, Pol.Sc.
Sri Akhil Biswal, Odia (Accounts Bursar)
Dr. S.C. Sahu, Chemistry

- 35. Superintendent of
Tapaswini Ladies Hostel**
Smt. Monashree Panigrahi, GEO
Asst. Suptd.
Mrs. Anibha Ekka, English
Suptd., Kasturba Gandhi Hostel
Dr. Kalpana Jena, Home Science
Asst. Suptd.
Miss Bijayalaxmi Bariha, Botany
Suptd., Yajnasenee Ladies Hostel
Dr. Kalpana Meher, History
Asst. Suptd.
Smt. Babita Naik, Vocational
Suptd., Tejaswini Ladies Hostel
Smt. Samita Acharya, Psy.
Asst. Suptd.
Sri P.M. Behera, Bot.
Lt. S.Nayak, PET
- 36. O.I.C, Residential Committee**
Dr. U.S. Dash, Economics
Members
Dr. J.K. Mishra, Physics
Sri Jogesh Ch. Bhoi, Odia
All Superintendents
Administrative Bursar (Dr. U.S. Dash, Eco.)
Accounts Bursar (Sri A.K. Biswal, Odia)
- 37. O.I.C, Library Committee**
Dr. P. Pradhan, Pol. Sc.
Members
Smt. M. Biswal, Chemistry
Mrs. Monalisa Pradhan
Md. Jawed, Mathematics
Sri Siddhartha Sahu, Physics
Smt. Nibedita Tripathy, Librarian
- 38. O.I.C, Students Common Room**
Dr. S. Mishra, Geography
Members
Miss A. Ekka, English
Miss M. Khatun, Hist
M. Pradhan, Psychology
- 39. O.I.C, College Canteen**
Sri P.M. Behera, Botany
Members
Sri S. Pradhan, English
Sri P. Dungdung, Geo.
Smt. M. Biswal, Chem.
Sri R.K. Mishra, Sanskrit
- 40. O.I.C, Time Table**
Smt. S. Mahanand, Pol. Sc. (+3 & PG)
Sri J.C. Bhoi, Odia (+2)
Sri S. Sahu, Phy
Smt. S.S. Behera, Psychology
Md. Jawed, Mathematics
- 41. O.I.C, Red Cross & Health Club**
Sri P.M. Behera, Botany
Associates
Mrs. M. Biswal, Chemistry
Sri P. Kumbha, Hindi
Miss S. Bhoi, Economics
Miss B.L. Bariha, Botany
- 42. O.I.C, N.S.S (+2 Wing)**
Smt. K. Madhuri, Physics
Associates
Mrs. Monalisa Pradhan
Miss A. Ekka, English
O.I.C, N.S.S (+3 Wing)
Smt. M. Panigrahi, Geography
Associate
Dr. S. Mishra, Geography
Mrs. S.S. Behera Psychology
- 43. O.I.C, Girls Guide/ Rangers**
Mrs. S.S. Behera, Psychology
Associates
Miss M. Khatun, History
Capt. Sarita Nayak, P.E.T.
- 44. O.I.C, N.C.C**
Capt. (Mrs.) Sarita Nayak, P.E.T.
- 45. O.I.C, Games & Sports Teams**
Capt. (Mrs.) Sarita Nayak, P.E.T.
- 46. O.I.C, Staff Club**
Smt. Manaswini Parida, English
Associates
Sri J.C. Bhoi, Odia
Miss S.R. Bhoi, Economics
Smt. M. Pradhan, Psychology
Md. Jawed, Math
- 47. Parent-Teacher Association +3**
O.I.C – Smt. M. Parida, Eng.
Members
Smt. S. Mahananda, Pol. Sc
Dr. S. Mishra, Geography
Sri P. Pradhan, Pol. Sc.
Smt. S.S. Behera, Psychology
Parent-Teacher Association +2
O.I.C – Dr. J.R. Sethi, Zoology
Members
Sri P. Kumbha, Hindi
K. Madhuri, Physics
Sri R.K. Rath, Sanskrit
Sri P.P. Das, Odia
- 48. O.I.C, Alumni Association**
Co-ordinator
Dr. Kalpana Jena, Home Science
Members
Miss. S.R. Bhoi, Economics
Smt. Sandhya Rani Bhoi, Home Sc.
- 49. Public Relation and Information Officer**
Sri P. Kumbha, Hindi & Sri S.B. Pradhan, Voc. CT
- 50. O.I.C, Physically Challenged Cell**
O.I.C – Dr. Kalpana Meher, History
Associates
Sri Sanjay Singh, Botany
Smt. N. Mishra, Psychology
Miss B.L. Bariha, Botany

- 51. O.I.C, College Eco Club & Garden**
Sri G.B. Das, Logic & Philosophy
Associates
Dr. Jyotsna Rani Sethi, Zool.
Sri P. Dungdung, Geography
Miss B.L. Bariha, Botany
- 52. O.I.C, Research Committee**
Dr. S.C. Sahu, Chemistry
Members
Dr. Jyotsna Rani Sethy, Zool
Mrs. K. Madhuri, Physics
- 53. O.I.C, Extra Mural Lectures**
Dr. U.S. Dash, Economics
Members
Smt. M. Panigrahi, Geography
Sri P. Dungdung
Smt. Bharati Mishra, Pol. Sc.
- 54. O.I.C, Yoga Club**
Dr. Prasant Pradhan, Pol. Sc.
Dr. S. Mishra, Geography
Mrs. M. Biswal, Chemistry
Smt. Bharati Mishra, Pol. Sc.
Miss B.L. Bariha, Botany
Smt. Babita Naik, CPM
- 55. O.I.C, Computer Lab**
Sri. S.B. Pradhan, Vocational
Md. Jawed, Math
- 56. Admission Committee**
Secretary
Prof. J.K.Mishra, Physics
Members:
Dr. U.S. Dash, ECO
Dr. N.B. Pradhan, Physics
Sri Akhil, Biswal, Odia
(+3 & PG admission)
Dr. Lily Sahu, AIC, +3 Admission
Sri Akhil Biswal, AIC, PG. Admission
Dr. S.C.Sahu, Chemistry (Associate AIC +3)
Dr. P. Pradhan, Pol. Science
e-Admission In-Charge (H.S.School)
Sri P. Dungdung, Geography – AIC
Smt. M. Biswal, Chemistry – Associate AIC
- 57. O.I.C. College Website**
Sri R.K. Rath, Zoology
Associates
Sri P. Dungdung, Geography
Md. Jawed, Math
- 58. O.I.C., Debating Society**
Dr. Lily Sahu, English
Members
Smt. S. Mahanand, Pol. Sc.
Sri Somadutta Pradhan, English
Smt. Bharati Mishra, Pol. Sc.
Miss M. Khatun, History
Sri P.P Das (Odia)
A. Ekka, English
Smt. S.R. Bhoi, H. Sc.
Smt. M. Pradhan, Psy.
- 59. RUSA Co-ordinator**
Dr. S.C. Sahu, Chemistry
Associate Coordinator
Dr. S. Mishra, Geography
Dr. P. Pradhan Pol. Sc.
- 60. Self Defence: Coordinator**
Dr. Lily Sahu, English
Smt. M. Pradhan, Psychology
- 61. O.I.C., Language Lab.**
Dr. Lily Sahu, English
Members
Sri P. Dungdung, Geography
Sri R.K. Mishra, Sanskrit
Smt. A. Ekka, English
- 62. O.I.C Maintance of College Building**
Sri P.M. Behera, Botany
Members
Dr. S.C. Sahu, Chemistry
K. Madhuri, Physics
Sri P.Dungdung, Geograpy
Sri S.B. Pradhan, Vocational
- 63. IDP Coordinator**
Sri. P.M. Behera, Botany
Associate Coordinator
Dr. S.C.Sahu, Chemistry
Smt. M. Panigrahi, Geography
- 64. Sunday Examination**
Sri P.M. Behera, Botany
Associate
Dr. S.C. Sahu, Chemistry
- 65. Nodal Officer Self Defence**
Dr. Lily Sahu, English
- 66. Vocational**
Sri P. Kumbha, Hindi
Smt. B. Naik, CPM
Sri S.B. Pradhan, CT
- 67. Nodal Officer Laptop Distribution**
Sri R.K. Mishra, Sanskrit
Associates:
Sri S.B. Pradhan, CT
Miss S.R. Bhoi, Economics
- 68. O.I.C. Discussion of Forum**
Dr. Subash Ch. Sahu, Chemistry
Members
Dr. P. Pradhan, Pol. Sc.
Smt. Bharati Mishra, Pol. Sc.
Smt. B. Naik, Voc.
- 69. O.I.C. Quiz Club**
Sri P. Dungdung, Geo.
Members
Dr. S. Mishra, Geography
Sri S. Pradhan, English
Smt. S. Bhoi, Eco.
Mrs. M. Khatun, Hist.
Mrs. Bharati Mishra, Pol. Sc.
Md. Jawed, Math
Sri S. Sahu, Physics

70. Discipline Committee

Dr. J.K. Mishra, Physics
Dr. U.S. Dash, Economics
Dr. N.B. Pradhan, Physics
Sri G.B. Das, Logic & Philosophy
All HODs
Capt. S. Nayak, PET

71. Student Support Centre

Smt. Samita Acharya, Psychology
Sri P.M. Behera, Botany
Sri J.C. Bhoi, Odia
Sri S. Pradhan, Eng.
Smt. S.S. Behera, Psy.

72. MO College Abhijan & 5T Mo Sarkar

Coordinator: Sri J.C. Bhoi

73. Mo School

Smt. B Mishra, Pol. Sc.
Sri P. Dungdung, Geo.
Smt. S. Bhoi, H.Sc.

74. Income Tax Preparation and uploading quarterly statement

Smt. N. Mishra, Psy.
Dr. S. Mishra, Geo.
Sri P. Dungdung, Geo.
Smt. S. Bhoi, Eco.

75. Zuba Sanskar, Ethics & Values

Smt. M. Parida, Eng.
Sri P. Pradhan, Pol. Sc.

76. Advisory Committee

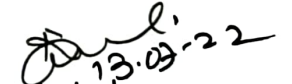
- 1) Prof. J.K. Mishra, Physics
- 2) Dr. U.S. Dash, Eco.
- 3) Dr. N.B. Pradhan, Phy.
- 4) Dr. Lily Sahu, Eng.
- 5) Sri G.B. Das, Phil.
- 6) Sri Akhil Biswal, Odia
- 7) Sri P.M. Behera, Bot.
- 8) Sri J.C. Bhoi, Odia

NB: The list is prepared not in order of seniority


Memo No. 995 /GWC,

Dt. 13.07.22.

Copy to SCR guard file/ Person concerned/ Head clerk for information.


Principal
13.07.22

Govt. Women's College, Sambalpur


Principal
13.07.22

Govt. Women's College, Sambalpur

