

# OFFICE OF THE PRINCIPAL: MUNICIPAL COLLEGE, ROURKELA

Date: 18/07/2022

No. 1191 /MCR

Extra Curricular activities has been assigned to the members of staff as detailed below for the session 2022-23. The members of staff, while discharging the responsibilities are requested to take note of their assignments to see these activities are ensured upon during the academic session.

SL NO	ASSIGNMENT	NAME OF THE PERSON/PERSONS	Signature
01	Secretary Staff Council	Dr A.K Mishra	
02	Admission -in -Charge (+2)	Dr D Bilung	
	Admission -in -Charge (+3)	Smt. B.L.Deo	
03	Co-ordinator BBA /M.Com Self Financing Course	Sri B.K.Parhi	
	Asst Co-ordinator BBA/M Com Self Financing Course	Ms P.Mohanty	
		Ms Sudipti Kerketta	
04	Administrative Bursar	Smt. B.L Deo	
05	Academic Bursar	Dr A.K.Mishra (+3)	
		Dr S Padhan (+2)	
06	Accounts Bursar	Dr P.K. Kar	
	Asst. Accounts Bursar	Sri A.C.Das	
07	Academic Council	All HODS Ex-officio and Academic Bursar	
08	Development Committee	Dr A.K.mishra	
		Dr P.K.Kar	
		Smt B.L.Deo	
		Sri H.K.Puhan	
		Sri D.R.Mohanty	
09	Budget Committee	Dr. P.K. Kar	
		Sri A.C.Das	
		Sri A.K.Mohanty(Acct)	
10	Purchase Committee	Dr P.K. Kar	
		Sri B.K.Parhi	
		Sri R.K.Mishra	
11	Examination Section	Smt. M.R.Chanda	
		Dr D.Bilung	
		Ms S.Behera	
12	UGC Affairs	Dr P.K.Kar	
		Sri U.K.Behera	
		Sri S.Panighahi	
13	IQAC	Dr P.K.Kar	
		Smt.M.R.Chanda	
		Dr. D. Bilung	
		Sri S.Panigrahi	
		Sri D.R.Mohanty	
4	NAAC Committee , Co-ordinator	Dr A.K.Mishra	
	Asst. Co-ordinators	Sri B.K.Parhi	
		Dr. Sunita Mishra	



The names in the list are not in order of seniority

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# OFFICE OF THE PRINCIPAL: MUNICIPAL COLLEGE, ROURKELA

No. 975 /MCR

Date: 27/07/2021

Extra Curricular activities has been assigned to the members of staff as detailed below for the session 2021-22. The members of staff, while discharging the responsibilities are requested to take note of their assignments to see these activities are ensured upon during the academic session.

ASSIGNMENT	NAME OF THE PERSON/PERSONS	Signature
Secretary Staff Council	Dr A.K. Mishra	
Admission -in -Charge (+2)	Dr S Padhan	
Admission -in -Charge (+3)	Smt. B.L. Deo	
Co-ordinator BBA /M.Com Self Financing Course	Sri S.K. Mohanty	
Asst Co-ordinator BBA/M Com Self Financing Course	Sri B.K. Parhi	
Administrative Bursar	Smt. B.L. Deo	
Academic Bursar	Dr A.K. Mishra (+3) Dr S Padhan (+2)	
Accounts Bursar	Dr P.K. Kar	
Academic Council	All HODS Ex-officio and Academic Bursar	
Development Committee	Dr A.K. mishra Dr P.K. Kar Smt B.L. Deo Sri H.K. Puhana Sri D.R. Mohanty	
Budget Committee	Dr. P.K. Kar, Sri S.K. Mohanty Sri A.K. Mohanty (Acct)	
Purchase Committee	Dr P.K. Kar Sri B.K. Parhi Sri R.K. Mishra	
Examination Section	Smt. M.R. Chanda Sri S.K. Mohanty Ms S. Behera	
UGC Affairs	Sri B. Choudhury Sri U.K. Behera Sri A.K. Sahoo	
Co-ordinator IQAC	Sri B. Choudhury	



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