

**Office of the Principal
Pattamundai College, Pattamundai, Kendrapara.**

OFFICE ORDER

No.....880.....Date.....04.09.2018.....

It is hereby notified for the information of all concerned that the Extra-Curricular Council of the college is constituted with the assignment of extra-curricular duties to the following staff members for the Academic Session 2018-2019.

**CONSTITUTION OF EXTRA-CURRICULAR COUNCIL
ACADEMIC SESSION 2018-2019.**

PORTFOLIOS

- 1) **Staff Council:**
Secretary:

Joint. Secretary:
- 2) **Administrative Bursar:**
- 3) **Academic Bursar:**
- 4) **Accounts Bursar:**
- 5) **+2 Admission Committee:**
- 6) **+3 Admission Committee:**
- 7) **Time Table Committee:**

NAME & DESIGNATION

Prof.B.K.Mohanty,
Reader in Pol. Science.
Prof.Lt.. M.Parida,
Lect. in Sociology (Gr. A).
Prof. Dr.A.K.Dash,
Reader in Chemistry.
Prof. Dr.N. Lenka,
Reader in Odia.
Prof. S. K. Dash,
Lect. in Commerce (Gr.A)
Prof. Dr.N. Lenka and the
team as notified earlier.
Prof. Dr.R.K.Sahoo and the
team as notified earlier
Prof. Lt. M.Parida and the
team as notified earlier.

- 8) **Discipline & Internal Security Committee: All HODs**
- 9) **Examination Cell:**
- Prof. R. K. Panda,
Lect. in History. (Gr. A)
Prof. Dr. S. C. Das,
Lect. in English. (Gr. A)
Prof. S. K. Dash,
Lect. in Commerce (Gr. A)
Prof. B. C. Roul,
Lect. in Physics. (Gr.A)
Prof. S. Mishra,
Lect. in Economics.
- 10) **Students' Union:**
- Advisor: Prof. Dr. P. K. Samal,
Reader in History.
- Associate Advisor: Prof. Lt. M. Parida,
Lect. in Sociology (Gr.A)
- Associate Advisor: Prof. Dr. R. K. Sahoo,
Lect. in Physics (Gr.A)
- Associate Advisor: Prof. S. P. Choudhury,
Lect. in Commerce (Gr.A)
- Associate Advisor: Prof. P. K. Swain
Lect. in Odia (Gr.A).
- 11) **Athletic Association:**
- Vice-President: Dr. D. Parida
Reader in Chemistry.
- Associate Vice-President: Prof. M. K. Nayak,
Lect. in English.
- 12) **Dramatic Association:**
- Vice-President: Prof. R. K. Senapati,
Lect. in Sociology (Gr.A)
- Associate Vice-President: Prof. S. K. Jena,
Lect. in Philosophy.
- 13) **Cultural Association :**
- Vice-President: Prof. B. K. Mohanty,
Reader in Pol.Science.
- Associate Vice-President: Prof. Dr. Anjali Dash,
Lect. in Botany (Gr.A).

14) Social Service Association:

Vice-President:

Prof. Dr. N. K. Sahoo,
Lect. in Mathematics.

Associate Vice-President:

Prof. Smt. S. Biswal,
Lect. in Botany

15) Day Scholars' Association:

Vice-President:

Prof. P. Pradhan,
Lect. in Economics.

Associate Vice-President:

Prof. R. N. M. Parida,
Lect. in Philosophy.

16) Library Committee:

Prof. Dr. Anjali Dash,
Lect. in Botany (Gr.A)

Prof. S.K.Dash,
Lect. in Com.(Gr.A)

Prof.S.K.Nayak,
Lect. in English.

Prof. J.Malik,
Lect. in Com.

17) College Calendar:

Chief Editor

Prof.D.K.Bhuyan,
Reader in Zoology.

Sub-Editor:

Prof.Dr.Smt.P.Rout,
Reader in Odia.

Sub- Editor:

Prof. S.K.Dash,
Lect. in Commerce.(Gr.A)

Sub-Editor:

Prof. J. Behera,
Jr. Lect. Vocational Education.

Sub-Editor:

Prof. R. K. Behera,
Lect. in Commerce.

18) College Magazine 'Sarani':

Chief Editor:

Dr.N.Lenka,
Reader in Odia.

Sub-Editor:

Prof.R.K.Gahan,
Lect. in Chemistry.

Sub-Editor:

Prof.Smt.S.Mishra,
Lect. in Zoology.

Sub-Editor:

Prof. Smt. L. P. Patra,
Lect. in Odia.

19) UGC & NAAC Committee:

Prof. Dr. S.S. Dwibedy,
Reader in English.

Prof. Dr.N. Lenka,
Reader in Odia.

Prof. Dr.D.Parida,
Reader in Chemistry.

Prof. R.K.Panda,
Lect. in History (Gr.A)

Prof. Dr.S.C.Dash,
Lect. in English (Gr.A)

Prof.S.Mishra,
Lect. in Economics.

Prof.R.Behera,
Lect. in Commerce.

20)Prof.-in-Charge Career Counseling:

Prof. Dr.D.Parida,
Reader in Chemistry.

21)Prof.-in-Charge Remedial Class:

Prof. Dr.D.K.Bhuyan,
Reader in Zoology.

22) Legal Cell:

Prof. R.K.Gahan,
Lect. in Chemistry.

Prof. Lt. M. Parida,
Lect. in Sociology (Gr. A)

Prof. S. P. Choudhury,
Lect. in Commerce (Gr. A)

23) RTI Cell:

First Appellate Authority:
PIO

The Principal.

Prof. B. K. Mohanty,
Reader in Pol. Science.

Asst. PIO:

Shri G. C. Mohanty,
Head Clerk.

24)Budget Committee:

Administrative Bursar.

Academic Bursar.

Accounts Bursar.

Head Clerk

Accountant.

25) Construction and Purchase Committee:

Prof. Dr.N.Lenka,
Reader in Odia.
Dr. D.Parida,
Reader in Chemistry.
Prof. S.K.Dash,
Lect. in Com. (Gr.A)
Prof. Dr. S.C.Das,
Lect. in English (Gr.A)
Prof. P.Pradhan,
Lect. in Economics.
Prof. J.Behera,
Jr. Lect. in Voc. Edn.

26) Environment, Garden & Orchard Development Committee:

Prof. R.K.Panda,
Lect. in History (Gr.A)
Dr. S. C. Das,
Lect. in English (Gr.A).
Prof. S. K. Nayak,
Lect. in English.
Prof. Dr.N.K.Shoo,
Lect. in Math.
Prof. Miss R. N. M. Parida,
Lect. in Philosophy.
Shri. G. C. Dash,
Demo. in Chemistry.

27) S.C.& S.T. Affairs Committee:

Prof. Dr. P. K. Samal,
Reader in History.
Prof. Dr. R. K. Sahoo,
Lect. in Physics (Gr.A)
Prof. J. Behera,
Jr. Lect. Vocational Education.
Prof. J. Malik,
Lect. in Commerce.

- 28) **Odia Sahitya Samaj:** Vice-President: Prof. Dr. N. Lenka.
Reader in Odia.
- Associate Vice-President: Prof. Smt. P. Rout,
Reader in Odia.
- Associate Vice-President: Prof. P. K. Swain (Gr. A)
Lect. in Odia.
- Associate Vice-President: Prof. Smt. L. P. Patra.
Lect. in Odia.
- 29) **Commerce Society:** Prof. S.K.Dash,
Lect. in Commerce (Gr. A)
Prof. S.P.Choudhury,
Lect. in Commerce (Gr. A)
Prof. J.Malik,
Lect. in Commerce.
Prof. R.K.Behera,
Lect. in Commerce.
- 30) **Science Society:** Prof. Dr.A.K.Dash ,
HOD, Chemistry.
Prof. D.K.Bhuyan,
HOD, Zoology.
Prof. Dr.R.K.Sahoo(Gr. A)
HOD, Physics.
Prof. Dr. Anjali Dash (Gr. A)
HOD, Botany.
Prof. A. Pandab
HOD, Mathematics.
- 31) **Prof.-in-Charge Affiliation and Concurrence:**
Prof. S.K.Dash,
Lect. in Commerce (Gr.A)
- 32) **Prof.-in-Charge Staff Common Room:** Prof.Dr.N.K.Sahoo,
Lect. in Math.
- 33) **Prof.-in- Charge Boys' Common Room:** Prof. A .Pandab,
Lect. in Mathematics.
- 34) **Prof.-in-Charge Girls' Common Room:** Prof. Smt.N.Nayak,
Lect. in Education.
- 35) **Prof.-in-Charge Class Room:** Prof.B.C.Roul,
Lect. in Physics (Gr. A)

- 36) Prof.-in-Charge Guest House: Prof. Dr.S.C.Das, ,
Lect.in English (Gr. A)
- 37) Prof.-in-Charge Income Tax: Prof. J. Malik,
~~Lect. in Com.~~
- 38) Prof.-in-Charge Electricity: Prof.A.Pandab,
Lect. in Mathematics.
- 39) Prof.-in-Charge Electronics: Prof. A.Pandab,
Lect. in Mathematics.
- 40) Prof.-in-Charge Sanitation: Prof.R.K.Behura,
Lect. in History
- 41) Prof.-in-Charge SAMS: Prof. N. Lenka,
Reader in Odia.
Prtof. R.K.Behera,
Lect. in Commerce.
- 42) Prof.-in Charge Botanical Garden: Prof.B.C.Roul,
Lect. in Physics (Gr.A)
Prof. Smt. S.Biswal.
Lect. in Botany.
- 43) Grievance and Sex Harassment Cell: Prof. Dr.N.Lenka,
Reader in Odia.
Prof. Capt. M.Parida
Lect. in Sociology, (Gr.A)
Prof. R.K.Panda,
Lect. in History, (Gr.A)
Prof. Dr. N.K.Sahoo,
Lect. in Math.
Prof. Smt. S. Mishra,
Lect. in Zoology.
- 44) Prof.-in-Charge Alumni Association: Prof. Lt. M. Parida,
Sr. Lect. in Sociology (Gr.A)
Prof. S. K. Jena,
Lect. in Philosophy.
- 45) Prof.-in-Charge Office Establishment: Prof. Dr. R. K. Sahoo
Lect. in Physics (Gr. A)
- 46) Prof.-in-Charge General Stock: Prof. S. K. Dash,
Lect. in Commerce (Gr. A)
- 47) Prof.-in-Charge College Ponds: Prof. Smt. S. Mishra,
Lect. in Zoology.

- 48) **Prof.-in-Charge Landed Properties:** Prof. Dr. A.K. Dash,
Reader in Chemistry.
Prof. S. P. Choudhury,
Lect. in Commerce (Gr. A)
Prof. Dr. R. L. Mohanty,
Lect. in Education (Gr. A)
- 49) **Prof.-in-Charge Furniture:**
- 50) **Self Defense Training for Girls:**
Coordinator: Prof. P. K. Swain,
Lect. in Odia (Gr. A)
Members: Officers of NCC, NSS, Red
Cross, Scouts & Guides.
Prof. S. K. Nayak,
Lect. in English.
Prof. Lt. M. Parida,
Lect. in Sociology (Gr. A)
Prof. P. Pradhan,
Lect. in Economics.
Prof. Smt. S. Mishra,
Lect. in Zoology.
Prof. B. K. Mohanty,
Reader in Pol. Science.
- 51) **Prof.-in-Charge Red Cross:**
- 52) **Prof.-in-Charge NCC:**
- 53) **Prof.-in-Charge NSS +3 Boys:**
- 54) **Prof.-in-Charge NSS +3 Girls:**
- 55) **Prof.-in-Charge NSS +2 Wing:**
- 56) **Prof.-in-Charge Scouts & Guides:**
Girls' Unit: Prof. R. N. M. Parida,
Lect. in Philosophy.
Boys' Unit: Prof. R. K. Behura,
Lect. in History.
Prof. R. K. Gahan,
Lect. in Chemistry.
- 57) **Prof.-in-Charge College Canteen:** Prof. D. K. Bhuyan,
Reader in Zoology.
Prof. B. K. Mohanty,
Reader in Pol. Science.
Prof. R. K. Senapati,
Lect. in Sociology (Gr. A)
Prof. A. K. Moharana,
Demo. in Physics.
Prof. S. K. Dash, Lect. in Com
- 58) **Prof.-in-Charge Co-operative Society:**
- 59) **Prof.-in-Charge DHE Affairs:**
- 60) **Prof.-in-Charge RDHE Affairs:**
- 61) **Prof.-in-Charge Collectorate Affairs:**
- 62) **Prof.-in-Charge University Affairs:**

- 63) **Prof.-in-Charge CHSE Affairs:** Prof. Dr. S. C. Das,
Lect. in English (Gr. A)
- 64) **Prof.-in-Charge Auditorium:** Prof. Dr. D. Parida,
Reader in Chemistry.
- 65) **Prof.-in-Charge Seminar:** Prof. M. K. Nayak,
Lecturer in English.
Prof. R. K. Behera,
Lect. in Commerce.
- 66) **Hostel Committee:** Dr. N. Lenka,
Reader in Odia
Prof. R. K. Panda.
Lect. in History (Gr. A)
Prof. S.K. Nayak,
Lect. in English.
Prof. Smt. L. P. Patra,
Lect. in Odia.
- 67) **Boys' Hostel :** Superintendent : Prof. S. P. Choudhury,
Lect. in Commerce (Gr. A)
Manager: Shri G. Das,
Demo. in Zool.
- 68) **Girls' Hostel :** Superintendent : Prof. Dr. Smt. R. L. Mohanty
Lect. in Education (Gr. A)
Dy. Superintendent: Prof. Smt. S. Mishra,
Lect. in Zoology.
Manager: Shri B. N. Dash,
Demo. in Chemistry.
- 69) **New OBC Hostel:** Superintendent : Prof. Dr. Smt. P. Rout,
Reader in Odia.
Dy. Superintendent: Prof. Miss. R.N.M. Parida,
Lect. in Philosophy.
Manager: Shri G. C. Dash,
Demo. in Chemistry.

Principal

Pattamundai College
Principal

Pattamundai College

Copy forwarded to: All sections of the college and Staff Common Room.