



Run by: *Maa Rewati Educational and Welfare Society*
MAA REWATI COLLEGE OF EDUCATION

(Recognised by: N.C.T.E. & Affiliated to R.D.V.V. Jabalpur)
Jantipur Road, Badi Khairi, Mandla (M.P.)-481661
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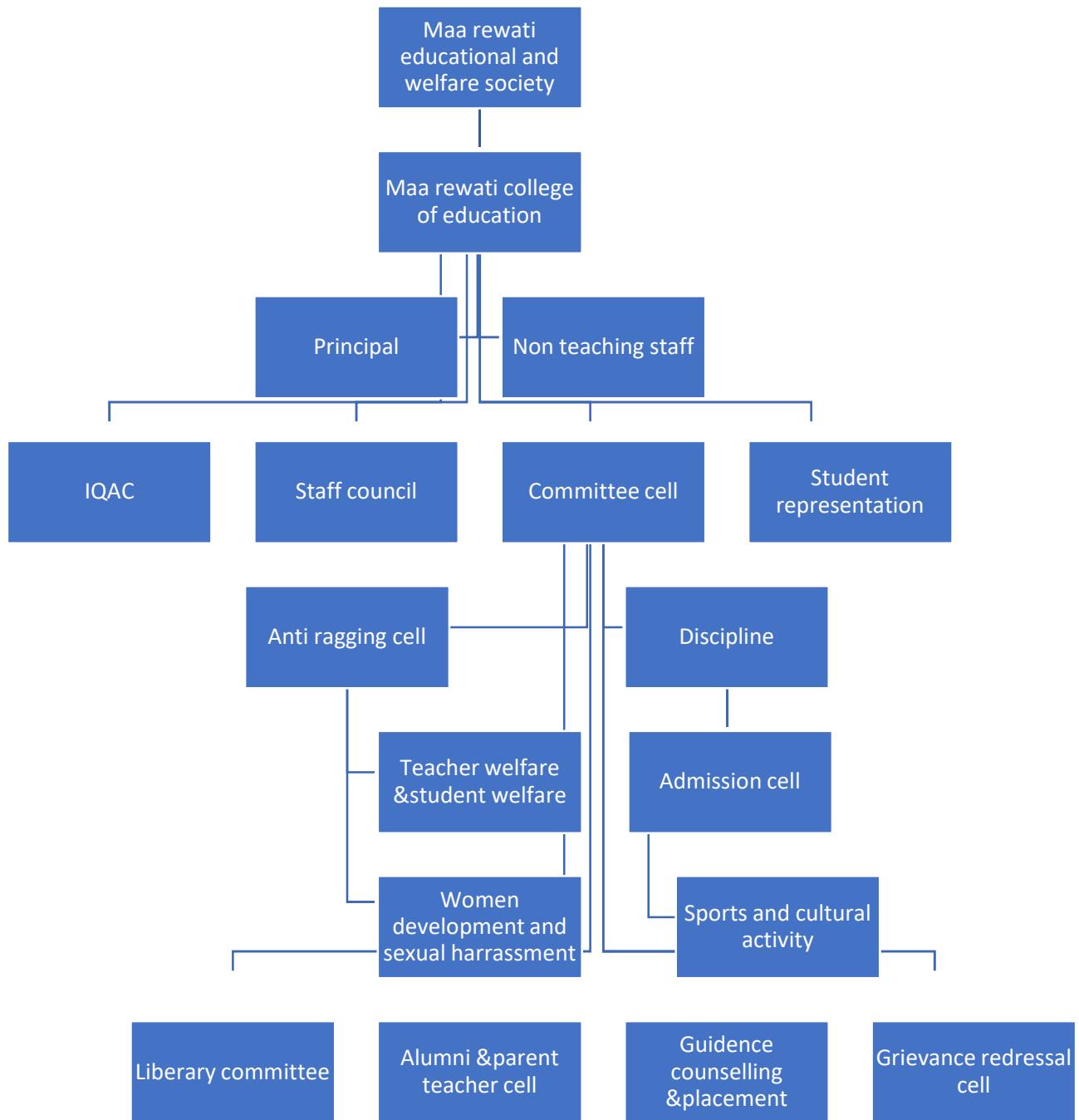
Metric 6.2.2

Institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc

ADMINISTRATIVE SETUP: With the hands-on experience of the management, the Institutional Management is designed transparency to get the optimum results out of it. A hierarchical set up is established from top management to down the level clearly demarking the Duties, Responsibilities, Accountability and Authorities at every stage. It has an effective organizational structure which monitors and improves the institution.

Sr.no.	Designation	Names
1.	Chairmen	Mr. Abhishek Choubey
2.	Principal	Mrs Kanika Khare
3.	IQAC	Mr Sanjay Agrawal Miss Kavita Bhavsar Miss Diksha Kachhwaha Mrs Shivangi Patel Mrs Vandana Shukla Mrs Bharti Dixit Mrs Priyanka Chourasia
4.	Anti-ragging cell	Miss Kavita Bhavsar
5.	Teacher welfare &student welfare committee	Mrs Sandhya Dubey
6.	Women development &sexual harassment cell	Mrs Mahima Bhatnagar
7.	Sports and cultural activity cell	Miss Kavita Bhavsar Mr Sanjay Agrawal
8.	Admission cell	Mr Sanjay Agrawal
9.	Library committee	Mrs Priyanka Chourasia
10.	Grievance redressal cell	Mrs Striti Vishwas
11.	Alumni &parent teacher cell	Mrs Sandhya Dubey
12.	Guidance counselling &placement cell	Miss Diksha Kachhwaha
13.	Discipline	Miss Kavita Bhavsar
14.	Non-teaching Staff	Miss Rashmi Shahu

The organizational structure of the institution is given below.



The Institute has IQAC and the functions of IQAC are given below: IQAC Functions:

- IQAC is responsible for fixing quality parameters for various academic and administrative activities
- Monitoring the organization of class work and related academic activities.
- Conducting Internal Quality Audits periodically to verify the effectiveness of measures taken in reaching the quality parameters.
- Documenting various programs/academic activities leading to quality improvement and reviewing their effectiveness in quality improvement/sustenance

IQAC MEMBERS:

Sr. no.	Designation	names
1	chairperson	Mr Abhishek Choubey
2	Principal	Mrs Kanika Khare
3	Members	Mr Sanjay Agrawal Miss Kavita Bhavsar Miss Diksha Kachhwaha Mrs Shivangi Patel Mrs Vandana Shukla Mrs Priyanka Chourasia Mrs Bharti Dixit

Recruitment of Faculty/Supporting Staff.

- Advertisements are published in newspapers and college website.
- Interviews are conducted by a panel consisting of senior faculty, Head of the Department, External subject expert, Principal and Chairman.
- Preference is given to relevant qualifications, teaching, research and industrial experience.
- A demonstration is taken from each person to understand the teaching capabilities and competency.
- Supporting staff are recruited by the panel consists of HODs, Principal and Chairman.

Service Rules, Policies and Procedures:

The institution has its own service rules, policies and procedures for effective functioning of the institution. All these are available at Principal's office, HOD's chamber, library, Examination cell, placement cell etc., and distributed among all the employees.

Promotional Policies Based on the staff performance appraisal, they are promoted to higher levels.

Additional information

Committee members list 2018-19

Sr.no.	Designation	Names
1.	Chairmen	Mr. Abhishek Choubey
2.	Principal	Mrs Preeti Pathak
3.	IQAC	Mr. Abhishek Choubey Mrs Preeti Pathak Mr. Sanjay Agrawal Miss Kavita Bhavsar Mrs Vandana Shukla Mrs Bharti Dixit
4.	Anti-ragging cell	Miss Kavita Bhavsar
5.	Teacher welfare & student welfare committee	Mrs Sandhya Dubey
6.	Women development & sexual harassment cell	Mrs Mahima Bhatnagar
7.	Sports and cultural activity cell	Miss Kavita Bhavsar Mr Sanjay Agrawal
8.	Admission cell	Mr Sanjay Agrawal
9.	Library committee	Mrs Priyanka Chourasia
10.	Grievance redressal cell	Mrs Striti Vishwas
11.	Alumni & parent teacher cell	Mrs Sandhya Dubey
12.	Guidance counselling & placement cell	Miss Mahima Bhatnagar
13.	Discipline	Miss Kavita Bhavsar
14.	Non-teaching Staff	Miss Rashmi Shahu

Committee members list 2019-20

Sr.no.	Designation	Names
1.	Chairmen	Mr. Abhishek Choubey
2.	Principal	Mrs Preeti Pathak
3.	IQAC	Mr. Abhishek Choubey Mrs Preeti Pathak Mr. Sanjay Agrawal Miss Kavita Bhavsar Mrs Vandana Shukla Mrs Bharti Dixit
4.	Anti-ragging cell	Miss Kavita Bhavsar
5.	Teacher welfare &student welfare committee	Mrs Sandhya Dubey
6.	Women development &sexual harassment cell	Mrs Mahima Bhatnagar
7.	Sports and cultural activity cell	Miss Kavita Bhavsar Mr Sanjay Agrawal
8.	Admission cell	Mr Sanjay Agrawal
9.	Library committee	Mrs Priyanka Chourasia
10.	Grievance redressal cell	Mrs Striti Vishwas
11.	Alumni &parent teacher cell	Mrs Sandhya Dubey
12.	Guidance counselling &placement cell	Miss Diksha Kachhwaha
13.	Discipline	Miss Kavita Bhavsar
14.	Non-teaching Staff	Miss Rashmi Sahu

Committee members list 2020-21

Sr.no.	Designation	Names
1.	Chairmen	Mr. Abhishek Choubey
2.	Principal	Mrs Kanika Khare
3.	IQAC	Mr. Abhishek Choubey Mrs Kanika Khare Mr. Sanjay Agrawal Miss Kavita Bhavsar Mrs Vandana Shukla Mrs Bharti Dixit Mrs Shivangi Patel
4.	Anti-ragging cell	Miss Kavita Bhavsar
5.	Teacher welfare &student welfare committee	Mrs Sandhya Dubey
6.	Women development &sexual harassment cell	Mrs Mahima Bhatnagar
7.	Sports and cultural activity cell	Miss Kavita Bhavsar Mr Sanjay Agrawal
8.	Admission cell	Mr Sanjay Agrawal
9.	Library committee	Mrs Priyanka Chourasia
10.	Grievance redressal cell	Mrs Striti Vishwas
11.	Alumni &parent teacher cell	Mrs Sandhya Dubey
12.	Guidance counselling &placement cell	Miss Diksha Kachhwaha
13.	Discipline	Miss Kavita Bhavsar
14.	Non-teaching Staff	Miss Rashmi Sahu

Committee Members list 2021-22

Sr.no.	Designation	Names
1.	Chairmen	Mr. Abhishek Choubey
2.	Principal	Mrs kanika Khare
3.	IQAC	Mr. Abhishek Choubey Mrs Kanika Khare Mr. Sanjay Agrawal Miss Kavita Bhavsar Mrs Vandana Shukla Mrs Bharti Dixit Mrs Shivangi Patel
4.	Anti-ragging cell	Miss Kavita Bhavsar
5.	Teacher welfare &student welfare committee	Mrs Sandhya Dubey
6.	Women development &sexual harassment cell	Mrs Mahima Bhatnagar
7.	Sports and cultural activity cell	Miss Kavita Bhavsar Mr Sanjay Agrawal
8.	Admission cell	Mr Sanjay Agrawal
9.	Library committee	Mrs Priyanka Chourasia
10.	Grievance redressal cell	Mrs Striti Vishwas
11.	Alumni &parent teacher cell	Mrs Sandhya Dubey
12.	Guidance counselling &placement cell	Miss Diksha Kachhwaha
13.	Discipline	Miss Kavita Bhavsar
14.	Non-teaching Staff	Miss Rashmi Sahu

Committee members list 2022-23

Sr.no.	Designation	Names
1.	Chairmen	Mr. Abhishek Choubey
2.	Principal	Mrs Kanika Khare
3.	IQAC	Mr. Abhishek Choubey Mrs Kanika Khare Mr. Sanjay Agrawal Miss Kavita Bhavsar Mrs Vandana Shukla Mrs Bharti Dixit Mrs Shivangi Patel
4.	Anti-ragging cell	Miss Kavita Bhavsar
5.	Teacher welfare &student welfare committee	Mrs Sandhya Dubey
6.	Women development &sexual harassment cell	Mrs Mahima Bhatnagar
7.	Sports and cultural activity cell	Miss Kavita Bhavsar Mr Sanjay Agrawal
8.	Admission cell	Mr Sanjay Agrawal
9.	Library committee	Mrs Priyanka Chourasia
10.	Grievance redressal cell	Mrs Striti Vishwas
11.	Alumni &parent teacher cell	Mrs Sandhya Dubey
12.	Guidance counselling &placement cell	Miss Diksha Kachhwaha
13.	Discipline	Miss Kavita Bhavsar
14.	Non-teaching Staff	Miss Rashmi Sahu