

KIET Group of Institutions

Ref/ Dir/ 13 /2021

28th Jun'21

OFFICE ORDER: 13/2021

Re - Organisation of Institute Hostel Management Committee (HMC)

1. It is to notify that **Institutes Hostel Management Committee** has been re-organized as follows:

Institute Hostel Management Committee

- (a) Dr. Pratibha Kumari, Prof. (ME) - **Chief Rector** (Girl's Hostel)
- (b) Mr. Amit K Goyal, Associate Prof. (MCA) - **Chief Rector** (Boy's Hostel)
- (c) Dr. Satish Kumar, Dean SW - Member
- (d) Mr. Bhoopendra Kumar, Chief Proctor - Member
- (e) Honorary Captain K P Singh, Administrative Officer - Member
- (f) Faculty Incharge - **Rector** - for each Boy's & Girl's Hostel as indicated below:

S.N	Faculty Incharge (Rectors)	Dept.	Hostel Name	Type
(i)	Mr. Ankit Verma	MCA	Chandragupt	Boys
(ii)	Mr. Himanshu Aggarwal	KSOP	Tagore	
(iii)	Mr. Hunny Pahuja	ECE	Aryabhatta	
(iv)	Mr. Mukul Agarwal	IT	Vivekanand	
(v)	Mr. Shiv Kumar Sikarwar	EN	C V Raman	
(vi)	Dr. Priti Singh	AS	Gargi	Girls
(vii)	Ms. Kumari Archana	ME	Saraswati	
(viii)	Dr. Deepti Katiyar	KSOP	Sarojini	

2. It is reiterated that our objective is to **improve student welfare** in hostels (Boys/Girls), guiding students to nurture good habits in everyday life and making hostel life the basis for building a **healthy campus culture** and to advice on matters concerning further development/planning for **overall improvement** in the existing system.
3. The policy framework/decisions (rules & regulations) regarding hostels shall be decided by the **Chief Rector** (respective Boy's/Girl's hostel) in consultation with the Director. Hostel policies are to be implemented by the Chief Rector, Rectors and Wardens.
4. Each hostel shall have a Hostel Management Committee of the following structure:
- a. Chief Rector - Boy's or Girl's Hostel- **Chairman**
 - b. Faculty Incharge - Rector - **Convener**
 - c. Wardens - **Member**
 - d. Two students - **Members (To be nominated by Rector)**

In addition, Rectors can also nominate **3-5 hostel student representatives** to help them in hostel administrations. Rectors to forward the names of the students after the resumption of hostel functioning.

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5. **Hostel Regulations** shall be prepared/ updated by Institutes Hostel Management Committee on **annual basis**.
6. Respective Chief Rectors to **organize monthly meeting** separately (**last two working days of the month**) of the Institute Hostel Management Committee along with Director & Joint Director.
7. Provision of financial allowance to Chief Rectors, Chief Proctor, Dean-SW, Rectors as per KIET policy.
8. The above committee will be responsible to the Director for their duties.
9. With this, Office Order 23/2020 dated 30th Sep'20 stands dissolved.

Dr. (Col) A Garg
Director

Distribution:

- Joint Director/ Deans/ Principal-KSOP/ HoDs (CSE/IT/CSIT/EC/EN/EI/CE/ME/AS/MCA/MBA/HS), Addl. HoD CS, Head-CRPC, Head-CAM, Head-AEC, Head-IRCDC, Head-IT Operations, Head-HR, Head-PR&IR, Head EC (IEC), Addl. Head-IIPC, Registrar, Admin Officer, Accts Officer, Librarian, Purchase Officer, KIETians

Copy to:

- Chief Rectors / Rectors / Members of Hostel Management Committee / Wardens
- All Hostels (Boy's/Girl's) /All Notice Boards