

OFFICE ORDER: 23/2020

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. Ashish Karnwal, Dean SW - Member
- (d) Mr. Bhoopendra Kumar, Chief Proctor - Member
- (e) Mr. Umesh Sharma, 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)	Dr. Brajesh K Tiwari	EN	Tagore	
(iii)	Mr. Hunny Pahuja	ECE	Aryabhata	
(iv)	Mr. Mukul Agarwal	IT	Vivekanand	
(v)	Mr. Shahdab A. Siddiqui	KSOP	C V Raman	
(vi)	Dr. Priti Singh	AS	Gargi	Girls
(vii)	Ms. Kumari Archana	ME	Saraswati	
(viii)	Ms. Aruna Yadav	CSE	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.

5. **Hostel Regulations** shall be prepared/ updated by Institutes Hostel Management Committee on **annual basis**.

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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. **Office Order 20/2019** dated **5th Aug'19** and **subsequent amendments notifications stand dissolved.**



Dr. (Col) A Garg
Director

Distribution:

- Joint Director/ Deans/ Principal-KSOP/ HoDs (CSE/IT/EC/EN/EI/CE/ME/AS/MCA/MBA/HS), Addl. HoDs (CS/CSIT), GM-TBI & Dean IEC, Head-CRPC, Head-CAM, Head-AEC, Head-IC, Head-IRCDC, Addl. Head-IIPC, Chairperson-ICC, Head-IT Operations, Manager-IA, Head-HR, Registrar, Admin Officer, Accts Officer, Librarian, Purchase Office, KIETians

Copy to:

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