



DYAL SINGH EVENING COLLEGE

(University of Delhi)

Lodi Road, New Delhi-110003

Phone: 011-24367658 Fax 01124369983 www.dsce.du.ac.in.

A Full-fledged Day College

(as per Executive Council Resolution No.8-35 of the University of Delhi)

Ref. No. 4.17.A.1.P/EC


Date: 25.07.2024


STAFF COUNCIL ELECTION 2024-2025 NOTICE

The nominations for the post of the Secretary and Members of Staff Council Committees are invited. The nomination forms are available in the College Administration Section and College website. Please drop the filled form in the box in the college Administration Section.

The following is the Schedule:

SN		Date	Time
1.	Last date & time for submission of the nominations forms	1/08/2024	1 P.M
2.	Scrutiny of the nominations forms	1/08/2024	1PM to 2 PM
3.	Last date time for withdrawal of nominations	1/08/2024	2 PM to 3 PM
4.	Publication of final list of valid nominations of the Candidates	1/08/2024	3.30 PM
5.	Date and Time of Election	02/08/2024	11AM to 1 PM
6.	Counting of Votes will begin just after the polling is over	02/08/2024	
7.	Venue of Elections : Committee Room		


(Prof. Prithvi Raj Thapar)
Election Officer


(Prof. Bhawna Pandey)
Principal

Copy to:

Mr. Sanjiv Sharma Offg. Section Officer (Admin)

Staff Council Committees 2024-25

S N	Name of Committee	Total Members	Nomination invited for Committee members
1	Academic Planning	Principal, Teachers-in- charge, Convenor Senior most TIC	N.A.
2	Admission	Teachers-in- charge or nominee	N.A.
3	Alumni	Principal or his/her nominee & TIC or nominee	N.A.
4	Arts and Culture	10	10
5	B.A. Programme	All TIC except Hons. Courses	-
6	Building & Infrastructure	6	6
7	Canteen	6	6
8	College Magazine	All Language Teachers-in- charge	N.A.
9	Disciplinary and Anti-ragging	NSS Officer , Librarian, Director Physical Education +6	6
10	Environment & Garden	Teachers-in- charge EVS+6	6
11	Finance & Provident Fund Committee	Principal, Bursar, Representative of 2 PF subscriber	2
12	Forum for International and National Awareness (FINA)	6	6
13	Gandhi Study Circle	6	6
14	Gender Sensitization and Girl's Welfare and WDC	6	6
15	Grievance Redressal Committee	Bursar, Three Senior most teacher	N.A.
16	ICT	Teachers-in- charge Computer Sc.+6	6
17	IQAC	As per UGC guidelines	N.A.
18	Institutional collaborations for student exchange and course enrichment	6	6
19	Indian Knowledge System	6	6
20	Internal Assessment Monitoring	Bursar, Secretary Staff Council, Senior Most Teacher of Department	N.A.
21	Internal Assessment Moderation Committee	Principal, Current Teacher-in-Charge, Ex-Teacher-In charge, senior most member of each department	N.A.
22	Leave	Bursar and Five Senior most teacher	N.A.
23	Library	Teachers-in- charge & Librarian ex. officio	N.A.
24	Morning Evening Infrastructure co-ordination	3	3
25	North East Students	6	6
26	NSS	NSS Officer +6	6
27	Placement Cell	6	6
28	Prospectus	Principal or his/her nominee +6	6
29	Public Relation	6	6
30	Purchase	6	6
31	SEC, VAC, AEC	Principal or his/her nominee+ 6	6
32	Security and Sanitation	6	6
33	Special Category Enabling and Equal Opportunity Cell and Fee Concession	6	6
34	Sports	Director Physical Education (ex officio) +6	6

35	Staff Advisory for Students' Union	Principal or his/her nominee+ 6	6
36	Store Verification	6	6
37	Time Table	Principal or his/her nominee+ 6	6



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Nomination form for Election of Secretary, Staff Council

The Election Officer
Staff Council Elections 2024-2025

Sir,

I propose the name of _____ for the post
of Secretary of Staff Council, Dyal Singh Evening College for 2024-2025.

Signature

Name

Department

Date:

I second the above proposal

Signature

Name

Department

Date:

I accept the above proposal.

Signature

Name

Department

Date:

Election Officer



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Nomination form for Member of Staff Council Committee

The Election Officer

Staff Council Elections 2024-2025

Sir,

I propose my candidature as a member of following Committee:

- 1.
- 2.

of Dyal Singh Evening College Staff Council for 2024-2025.

Signature

Name

Department

Date:

Election Officer